

“Do you know that those who run in a race all run, but one receives the prize? Run in such a way that you may obtain it.”

The Tabernacle Christian School, grades K5 through eighth, is accredited through the Association of Christian Teachers and Schools (ACTS) and Florida League of Christian Schools (FLOCS #4565). The Tabernacle Christian School Preschool is certified with the Florida League of Christian Schools (FLOCS) and holds membership in The National Association for Education of Young Children (NAEYC). TCS also holds member associations with Florida Association of Academic Non-public Schools (FAANS).

The Tabernacle
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Revised 8/18/09

The Tabernacle Christian School



Student Handbook

“Through love **SERVE** one another”
Romans 12:11

2009-2010

“Let no one despise your youth, but be an example to the believers in word, in conduct, in love, in spirit, in faith, in purity.”

- Endurance. All must be able to withstand stress, hard work and the challenges that all Christian athletes experience.
- Boldness. Be ready to boldly express what Jesus Christ has done for you. The Christian athlete cannot be one who is timid or gives up.

ATHLETIC DIRECTOR

Coach Waters, the Athletic Director, oversees the boys and girls athletic program. General sports information or questions about practices or game schedules can be received on the TCS website, www.thetabsarasota.org or by contacting Coach Waters directly at wwaters@thetabsarasota.org or 365-1050, extension 286.

SPORTS PHYSICALS

Every athlete must receive a physical before being permitted to participate in the extra-curricular sports program. Physicals are good for all sports during the students attendance at TCS.

CHARACTER

Christians are commanded to be different from the world around them and this includes athletics (Isaiah 55:8, 9). We operate from a different perspective because Jesus Christ is the center of all our attention both on and off the athletic field/floor. We are to have His attitudes, actions, and moral mindset. (Philippians 2:5; Romans 8:28).

These include:

- Dependability. Athletes should be at all the practices and games unless excused by the coach. Do what is expected in all situations.
- Punctuality. Be on time for games and practices. Never be late!
- Love. Be self-sacrificing and show real concern for team members, coaches and opponents. Remember, Christ centered His love upon others, not Himself.
- Enthusiasm. Take an interest in every part of your sport and be glad to quickly carry out every area of the job.
- Faith. Show that you know the Lord is in control of all circumstances and He is carrying out His will in your life.
- Humility. Display by your attitude that God is the One responsible for all abilities, talents and success you achieve.

Welcome to The Tabernacle Christian School

A Pursuit of Excellence Founded on Christ

The Tabernacle Christian School
Alma Mater

*The Tabernacle Christian School
Helping every child achieve,
Planting seeds of truth and love,
With willing hearts may we receive,
Help us grow in faith and courage,
Pure in heart and mind and deed,
Giving honor to the Savior,
Following where He may lead,
Let us rise and shine in Jesus
In the glory of His light,
The Tabernacle Christian School
We lift His banner high!*

“Train up a child in the way he should go and when he is old, he will not depart from it.”

Proverbs 22:6

No person, on the grounds of gender, race, color, national or ethnic origin, is excluded or otherwise subjected to receiving services at TCS; nor does TCS hire or assign staff on the basis of gender, race, color, national or ethnic origin.

Welcome to The Tabernacle Christian School Family!

We want to thank you for allowing The Tabernacle Christian School to educate, care for, and minister to your child. These early years in your child's educational and spiritual development are critical. The Tabernacle Christian School will continue to combine academic excellence and sound Biblical instruction to provide the foundation your child will need in this 21st century. I know it is an awesome responsibility and I want to assure you that the leadership of TCS will endeavor to do everything possible to make certain the investment you are making is worthwhile. I believe the 2009/2010 school year will prove to be an exceptional year under the leadership of our Principal, Mr. Bill Medred, and Assistant Principal, Mrs. Shawna Cravillion.

In saying this, let me stress it is imperative for parents to reinforce our core values and Biblical principles within the home. We will do everything within our means to prepare your child spiritually, mentally, physically, and socially, but we can never take the place of the home. Faithfulness to the church of your choice and living out your Christian faith in your child's eyes is the key to embedding and instilling your values and faith. You have the opportunity and a responsibility to mold and fashion Christ within your child, and ultimately it is your walk with the Lord which will speak volumes in the years ahead.

I hope this handbook proves to be useful in acquainting you with our TCS family. Please know that we are joining you in seeking to point your children in the right direction. I love how The Message translates Proverbs 22:16:

"Point your kids in the right direction-when they're old they won't be lost."

May the blessing and favor of the Lord rest richly and abundantly upon you!

Pursuing Him,



Pastor Dwain Kitchens

Language (cursing, taking the Lord's name in vain, slander, mockery, obscenity, offensive slang expressions)
Stealing (may include borrowing without permission)
Gum on campus (damages building and property)
Inappropriate reading materials (scantily clad models, pornography, novels with immoral themes, etc.)
Public displays of affection (kissing, hugging, handholding)
Leaving or skipping school without parent/school permission
Possession of nonprescription or illegal drugs, alcohol, tobacco, fireworks, or any form of weapon (If illegal drugs are found, the authorities will be contacted).
Sexual immorality, impurity or talk thereof.

ADDITIONAL INFORMATION

Students **not reporting to their assigned detentions** may receive an extra detention.

The use of the internet at home can become an area of concern. Often what is discussed on the internet in the evening makes its way into the school. To guard the hearts and the physical safety of your children and those they communicate with, please monitor this behavior. Any inappropriate, vulgar, crass conversations, pictures, postings and the like, may be addressed for corrective action by the administration. No postings regarding TCS staff or volunteers are to be made at any time.

Full cooperation is expected from both student and parents in the education of the child. If at any time the school feels that this cooperation is lacking, the student may be requested to transfer to another school.

ATHLETIC DEPARTMENT

Athletics are an important part of the middle school. Through sports, we encourage the display of sportsmanship, character and proper attitudes and behavior.

- Student will show notice to parent/guardian and both will sign the signature line.
- Student will return the signed notice to the assigning teacher the next regularly scheduled class period. (Some classes may not meet every day i.e. PE, specials.)
- If the notice is not returned, the assigning teacher will phone the parent/guardian to inform them of the employability infraction and failure to return the notice.
- If on the second day the notice is not returned, a second call will be made to parent/guardian and an additional infraction will be issued resulting in the loss of an additional five (5) points.
- Parents with questions about an infraction should direct them to the assigning teacher for clarification.

ELEMENTARY/MIDDLE SCHOOL MAJOR INFRACTIONS

For the safety and well being of all of us at The Tabernacle Christian School, certain behaviors are strictly forbidden. Actions that threaten or harm another individual’s ability to function properly and safely will require further corrective measures. These behaviors may result in an immediate detention, suspension, or expulsion. Although this list of infractions is not exhaustive, it represents behaviors that are not acceptable. Major infractions will result in a referral to the school administration and consequences will be determined by the administration.

- Fighting (may include very extreme kicking, scratching, pushing, or shoving)
- Throwing objects in classroom
- Vandalism or the willful destruction or misuse of property (Restitution may also be required)
- Insubordination, defiance, sarcasm or direct disobedience shown to teachers, staff, or parents
- Blatant disrespect toward teachers or other students
- Lack of reverence
- Cheating (May also receive a “0” on work, quiz, or tests)
- Lying and deception
- Gossip

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The employability skills students will focus on include:

- Dress code (Outlined in the Student Handbook)
- Prepared with required materials (Books, papers, pencils, etc. needed for class activities)
- Devote time in class to assigned work (On-task behavior when work is assigned)
- Cooperative attitude (With/towards both teachers and peers)
- Completed Agenda (6th grade) (Agendas will be reviewed for completeness by a teacher every Monday)
- Proper use of school resources
- Promptness to class
- Returning signed Employability Infraction Notice (Notice confirms parents are aware of the infraction)

Guidelines for Employability Skills Expectations

Every student will start each quarter with one-hundred (100) employability points in every class (English, Bible, math science, history, P.E. and specials). If the student does not receive an employability infraction during the quarter, he/she will receive the full one-hundred (100) points. For a student receiving a written Employability Infraction, his/her employability grade will be reduced by five (5) points for each infraction. The employability grade will be factored in as ten (10) percent of the child’s overall grade for each subject area. Employability infractions will only be averaged into the grade of the class in which it was received. At the beginning of each new quarter, all students will start with one-hundred (100) employability points. All teachers at the middle school level will be using these guidelines.

Procedure for Receiving an Employability Infraction Notice

If a student receives an employability infraction the following process will be followed:

- Teacher will complete the notice and send home with the student.

Elementary School Infractions:

A violation of one minor infraction earns a tally. Examples of these infractions may include, but not limited to the following:

- Minor disturbances interrupting classroom order
- Cutting/pushing in line
- Talking when the room is quiet
- Making noises that may distract or bother others
- Coming to class unprepared (homework, books, paper, pencils, etc.)
- Gossip
- Dress code violations
- Horseplay or running on campus
- Minor disrespect (quip, murmur, expression, or gesture)

In the elementary school, four tallies in one week results in a detention. Tally counts will restart at the beginning of each week, and more than one detention may be earned during a one week period.

Elementary detention will be held on Tuesdays in the Family Life Center from 3:15pm - 4:00pm. Detentions are assigned with two goals in mind. First, it helps students reflect on the causes of their poor behavior choices. Second, it connects poor behavior with consequences.

Middle School Employability Skills

Students in middle school will focus on a variety of “work habits” or “employability skills” in each of their classes. Our goal is twofold. First, to help students develop solid work habits enabling them to be successful in school, while preparing them with critical job-related skills necessary for future careers. Secondly, the Employability Infraction notice sent to parents will promote strong communication between teachers and parents regarding the child’s skills and approach to learning.

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ADMINISTRATION AND STAFF

Dwain Kitchens Senior Pastor
Rick Phillips Business Manager
Bill Medred Principal
Shawna Cravillion Assistant Principal
Dixie Souders Preschool Director
Davina Duff Administrative Coordinator
Donna Arakel Administrative Assistant
Judy Russo Administrative Assistant/Attendance
Jenny Stenger School Financial Assistant

PASTORAL STAFF

Dwain Kitchens Senior Pastor
Derek Whitehouse Music & Worship Pastor
Trey Praytor Youth Pastor
Mike Workman Young Adult Pastor
Geoff Cravillion Children’s Pastor
Brent & Peggy Harbaugh Directors of Counseling
Leo Mascitto Facilities & Grounds Pastor

ELDERS

Scott Crawford Ken King David Dean
Dwain Kitchens Ron Gibson Lamar Holsopple
Ed Koschara Bill Mullet

CHURCH TRUSTEES

Eric Walmsley Gary Heffner Mike Overholt
Robert Greenwood Jim Light John King
Dave Walker Gregg Claxton Bernard Kishoiyan

SCHOOL ADVISORY COUNCIL

Greg Claxton Gary Heffner Lee Horvath
Ken King Carrie Ricci Rob Wieboldt
Tonya Womeldorph

A sense of the need for spiritual growth in the light of Biblical principles has led The Tabernacle Christian school to adopt standards of conduct which are believed to be conducive to an environment that will best promote the spiritual welfare of the student.

DISCIPLINE GUIDELINES

*“No discipline seems pleasant at the time, but painful. Later on, however, it produces a harvest of righteousness and peace for those who have been trained by it.”
Hebrews 12:11*

Preschool:

LEVEL I INFRACTIONS

The child is taken aside and the behavior is named and discussed. He/she is told that change must take place for the well-being of the group and the child’s own happiness.

Role playing and problem solving skills will be employed to train the child in appropriate responses in difficult situations.

Encouragement from the Bible with specific verses to shape the attitude and future response of the child will be applied.

LEVEL II INFRACTIONS

If the unacceptable behavior continues, one or more of the following steps may be taken:

- The behavior is named and a short period of “time-out” is utilized.
- The child’s parent(s) will be notified via a note or phone call regarding any unacceptable behavior.

If the behavior is harmful (i.e. a child hits, kicks, pinches, bites, spits, or any other purposeful physical act against their fellow students or teacher) that student may be removed from school for the remainder of the day and/or the next school day. An Incident Report will be written and signed by all parties involved in the incident. The pattern of behavior will be reviewed by the Administration of TCS to determine further attendance.

dren the principles from the Scriptures concerning attitude, speech, and actions.

The goal of our discipline system is to correct improper attitude or behavior and to instill an improved sense of responsibility and self-discipline in the student. Students should see that discipline is an act of love, and that we love our students enough to discipline them.

We will strive to establish an effective partnership between parents and educators to develop standards of behavior in our students based on Biblical patterns of honor, respect, and obedience.

This philosophy dictates there be a relationship of trust and cooperation between the home and the school in all matters of student discipline. Parents and teachers must cooperate fully with each other. Anything done or said which tears down respect and confidence for either will harm the student.

Teachers are entrusted to maintain control in their classrooms and to enforce rules and policies whenever they encounter students on campus. They are responsible for assisting students in understanding the reasons for avoiding misconduct and the development of self-discipline.

Students are to adhere to three basic principles:

- Respect all authority at all times.
- Treat others with dignity and respect.
- Respect the learning of others. (No one has a right to disrupt another student's learning.)

We work hard to develop an attitude of respect for one another, the campus, and the community. We endeavor to teach students to take responsibility for their actions and to accept the consequences for their behavior, whether good or bad. It is impossible to make rules to cover every type of infraction; good behavior must come from the heart and not be mere conformity to rules.

Educational Philosophy and Purpose

Educational Philosophy

The Tabernacle Christian School believes that the purpose of the Christian school is to intentionally, deliberately, and unapologetically frame a child's educational experience through the Truth of God's Word, the Bible. This should be woven within a strong academic curriculum that prepares the student for their next level of education. TCS's goal is to develop a Christ-centered worldview in every student and their family, which, it is hoped, will become the basis for their life-long, personal commitment to Christ in order to transform our world for His glory.

Scripture makes it very clear that parents are responsible for their child's education. TCS does not seek to replace the role of the parents or the influence of the Church. The family, the church and the school must work together to help each Christian young person realize that they are called to a life that glorifies God and edifies their fellow man.

Mission Statement

The mission of The Tabernacle Christian School is to lead every student to a saving knowledge of Jesus Christ and develop the spirit, mind, and body of each student to see life from a Biblical point of view.

Moral Philosophy

The Tabernacle Christian School recognizes that the family begins with the joining of one man and one woman in marriage as described in the Scriptures. (Gen 2:24; Rom 7:2; 1 Cor 7:10; and Eph 5:22-23) God has commanded that no intimate sexual activity be engaged outside of marriage. God disapproves of and forbids any other sinful perversions of His gift of sex. (Gen 19:5, 13; Rom 1:26-29; 1 Cor 5:1; 6:9; 1 Thess 4:1-8; and Heb 13:4)

Purpose

Our purpose at The Tabernacle Christian School is to assist parents in training the whole child so that he will develop according to the example of Jesus, who "...increased in wisdom and stature, and in favour with God and man." (Luke 2:52)

Goals

Spiritual

- A. To accept Jesus Christ as personal Lord and Savior. "For God so loved the world, that He gave His only begotten Son, that whosoever believeth in Him should not perish, but have everlasting life." (John 3:16)
- B. To accept all of life's experiences as part of God's eternal purpose and to thank Him for them. "And we know that all things work together for good to them that love God..." (Romans 8:28) "In everything give thanks: for this is the will of God in Christ Jesus concerning you." (1 Thess. 5:18)
- C. To obey God as revealed through His word. "...We ought to obey God rather than men." (Acts 5:29)
- D. To exercise love, obedience, and respect for others. "Therefore all things whatsoever ye would that men should do to you, do ye even so to them..." (Matt. 7:12)
- E. To be committed to honoring and following God. "Thou shalt have no other gods before Me." (Ex. 20:3), "...Follow Me..." (Matt. 9:9)

Intellectual

- A. To master basic learning skills.
- B. To acquire self-discipline and work habits necessary for academic success. "He that is slow to anger is better than the mighty; and he that ruleth his spirit than he that taketh a city." (Prov 16:32)

PARTY INVITATIONS

We see the importance of students socializing with their friends outside of school. However, we also want to be considerate of children's feelings. We ask that if your child is having a birthday or other type of party and you are not inviting the whole class, please mail or deliver the invitations outside of school to avoid hurt feelings due to being left out.

FIRE AND OTHER EMERGENCY DRILLS

The school will conduct regular drills to prepare students for efficient emergency evacuation of the buildings. Evacuation routes will be posted by the door of each room.

CARE FOR SCHOOL PROPERTY

The Tabernacle has provided the students of TCS with a well equipped facility. Students should 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 may face disciplinary action.

DISCIPLINE POLICY

A child's behavior is ultimately the responsibility of his/her parents. We are not primarily an institution to change behavior but rather to educate children. With this understanding, the goal of The Tabernacle Christian School is to provide a positive learning environment in a Christian atmosphere. The Bible admonishes children to receive discipline in order that they may develop wisdom: "Listen to counsel and receive instruction, that you may be wise in your latter days." (Prov. 19:20)

Discipline is a necessary and essential part of developing character and promoting growth and maturity. Discipline refers to a parent or a teacher's responsibility to teach chil-

CELL PHONE/ELECTRONIC DEVICES

Radios, IPODS, CD players, CD's, and other personal electronic devices are not permitted on the school campus at any time. Elementary students may have cell phones in their backpacks but cannot be turned on or used during school hours. Middle school students must keep their cell phones off and in their locker during the school day. Taking pictures and sending or reading text messages is forbidden at any time during the school day or extended care. Cell phones are not permitted to be used on school sponsored trips or activities unless permission is given by the teacher or coach. Students who do not follow these rules will have their cell phone taken away and/or receive disciplinary action.

PERSONAL PROPERTY

Video games, toys, permanent markers, personal property, etc., are not permitted on campus without TCS staff permission. Student textbooks, binders, notebooks, backpacks, etc., should be kept in their original condition, free from graffiti, logos, drawings, etc. School supplies should not contain or bear questionable symbols, illustrations, or decorations, i.e.: (rock groups, skulls, gang symbols, etc.)

ADULT VISITORS

Visitors are welcome to our school campus. All visitors must sign in at the office upon arrival to receive a visitor's pass.

CLASSROOM PARTIES

Classroom parties are held throughout the year to celebrate holidays and special occasions. Parents are contacted to help with the preparations. Due to safety and liability reasons no pool parties or beach parties will be held.

- C. To develop effective written and oral communication skills.

Social

- A. To acquire necessary skills for successful relationships with peers. "...Thou shalt love thy neighbor as thyself." (Matt. 22:39)
- B. To honor and respect parents and other adults in authority. "Children, obey your parents in the Lord. ...Honour thy father and mother...Be obedient to them that are your masters according to the flesh..." (Eph. 6:1-5)
- C. To respect and honor our nation. "Let every soul be subject unto higher powers. For there is no power but of God: the powers that be are ordained of God... Render therefore to all their dues: tribute to whom tribute is due; custom to whom custom; fear to whom fear; honour to whom honour." (Romans 13:1-7)

Moral

Establish a biblically based moral standard for conduct on and off the campus.

Parental

- A. To actively support the school through Parent/Teacher Fellowship.
- B. To aid children in family devotions, homework, and recreation. "...Bring them up in the nurture and admonition of the Lord." (Eph. 6:4)

School

- A. To provide the opportunity for elementary/secondary aged students to study in a Christ-centered academic environment.
- B. To maintain a quality educational learning atmosphere through the following:
 1. Effective teacher-pupil ratios
 2. A firm, fair, and consistent standard of discipline
 3. Dedicated Christian teachers
 4. Contact and communication with parents

5. Christ-centered curriculum

Financial

- A. To allocate funds wisely according to the approved budget. “Who then is that faithful and wise steward, whom his lord shall make ruler over his household, to give them their portion of meat in due season?” (Luke 12:42)
- B. To maintain school goals through tuition, donations, and church support.

STATEMENT OF FAITH

1. We believe in the verbal inspiration of the Scriptures and the authority of both the Old and New Testaments (2Tim 3:16; 2 Pet 1:21).
2. We believe man was created in the image of God, through disobedience sinned and fell, and that the entire human race shares in man's lost and depraved nature (Gen 1:26-28; 3).
3. We believe Jesus, the eternal Son of God, took upon Himself the form of a man by means of the virgin birth. Atonement for sin was made by the sacrificial and substitutional death of Jesus Christ through His shed blood on the cross (Matt 1:18-23; 1Pet 1:18-21; Rom 3:25).
4. We believe salvation is the gift of God by grace alone and received by personal faith in the Lord Jesus Christ, and that this faith is manifested in works pleasing to God (Rom 5:1-2; Eph 2:8-10).
5. We believe in the resurrection of the crucified body of our Lord, in His ascension into Heaven, and His priestly intercession (Rom10-9-10;1Cor15:3-8;Heb7:25).
6. We believe the Holy Spirit is the Promise of the Father, our Comforter sent to convict the world of sin, which places the believer in the Body of Christ, indwells the believer, and bestows spiritual gifts to the Church (John 14:15-18; 16:5-15; 1 Cor 12-14).
7. We believe the baptism of the Holy Spirit is for all believers as a definite endowment of power for service and is subsequent to, and separate from, conversion. The bap-

PARTNERS-IN-EDUCATION (P.I.E)

Parents interested in the Partners-in-Education program can work toward having \$100 offset on their child's tuition by volunteering in the areas of tutoring, fundraising, field trips, and other school related activities. Hours served need to be logged into the P.I.E. book located in the attendance office. To be eligible for this benefit, parents need to log 25 hours per student and request reimbursement. All refunds will be issued to parents at the end of the school year if student accounts are paid in full. If parents completing the PIE hours would like to donate the \$100.00 credit back to the school (as a donation), please inform the Business Office.

VOLUNTEERS

Parents are encouraged to volunteer in our school. Information sheets are available in the office detailing how you can help.

MOMS IN TOUCH

Moms in Touch meets weekly at our school. All interested moms who would like to meet to pray for our school, teachers and students may call the office for meeting days and times.

SCHOOL TELEPHONES

School telephones are for emergencies and can only be used with staff permission. Forgetting gym clothes, textbooks, musical instruments, homework, or field trip slips are not considered emergencies.

PHONE MESSAGES

It is difficult for the office to transmit all the messages that come in from parents to students in a single day. Please leave only messages in cases of emergency or special situations. **Please make all arrangements for transportation with your children before the school day begins.**

thereof. **NO SINGLE LUNCH PURCHASES AND NO LUNCH CHARGING.** There will be a \$1.00 penalty for **each** non-prepaid lunch incurred. Charging lunches creates an enormous burden on office staff to collect payment, so please **no charging**.

TEXT BOOKS AND SUPPLIES

The school orders and provides textbooks, workbooks, and learning materials for students. In some situations, textbooks are on a rental basis and are returned for next year's use. Students will need to purchase their other supplies from their published supply list. Please see that your child has the necessary items requested by our teachers.

BOOK DAMAGE OR REPLACEMENT

Books that are damaged or lost must be replaced at a fee charged to the student. A book price list will be made available in the school office. Students are not permitted to color, draw, or write on the covers or bindings of their books.

FIELD TRIPS

Field trips are a beneficial part of education and serve as an extension of the school day and curriculum. To facilitate our ticketing, transportation, and requesting a check to cover trip expenses, students must have completed permission slip and money returned by deadline to participate in field trip activities. Parents attending field trips must comply with the Parental Participation Policy. Chaperones dress should be modest. Ladies, please no spaghetti straps, plunging necklines, or shorts.

Background screening is required for chaperones attending overnight field trips.

Tuition payments must be current for students to attend the out-of-town field trips.

P.I.E. credits will be earned by those chaperoning field trips. Please sign the book in the attendance office to receive credit.

tism in the Holy Spirit enhances the release of spiritual gifts and the fruits of the Spirit (Acts 1:4-8; 2:1-4, 38-39; 8:14-17; 10:44-48; 19:1-7).

8. We believe the ordinances of the church, by the command of Christ, are Water Baptism by immersion and the Lord's Supper, both of which are administered to those who are born again (Matt 28:18-20; Acts 2:41; 1 Cor 11:17-26).
9. We believe in the eternal salvation of the believers and in the eternal damnation and punishment of the nonbelievers (John 3:16-18; Rom 6:23).
10. We believe that the consummation of all things includes the visible, personal, and glorious return of Jesus Christ, the "Blessed Hope" of the Church (Acts 1:11; 1 Thess 4:13-28; 2 Pet 3:1-13)

STUDENT AND PARENT PLEDGE

All students and parents are required to sign a Student and Parent Pledge at the beginning of the year. In signing this pledge, (located in the Student Handbook) students and parents are committing to supporting the rules, expectations, and guidelines set forth in the Student Handbook.

ADMISSION

The following are the admission policies and procedures for TCS.

1. Application forms and agreements must be completed, signed and returned with application fee.
 - a. Priority enrollment for existing families begins the first full week of March.
 - b. Open enrollment for families new to TCS begins two weeks after priority enrollment begins.
 - c. All parents must complete the Tuition Management System (TMS) paperwork to arrange for tuition payments
2. Applicants for grades K3-K5 must meet the following requirements:
 - a. All students must be toilet trained.

- b. K3 – Must be 3 on or before September 1
 - c. K4 – Must be 4 on or before September 1
 - d. K5 – Must be 5 on or before September 1
(State of Florida requirement)
 - e. K5 – Must complete the Gesell Developmental Screening prior to entering K5.
3. Agreement and signature to the financial policy.
 4. Records including physical exam (Form #3040) certificate of immunization (HRS Form #680), copy of birth certificate and social security card must accompany application.
 5. Immunizations must be up to date:

Preschool	4 DTPs (Diphtheria, Tetanus, Pertussis) 3 Polio 4 Hib (Haemophilus Influenza Type B) 1 MMR (Measles, Mumps, Rubella) 3 Hepatitis B 1 Varicella (chicken pox)
Kindergarten & Grades 1 through 6	5 DTPs 4 Polio 2 MMRs 3 Hepatitis B 1 Varicella (chicken pox)
Grades 7-12	5 DTPs 4 Polio 2 MMRs 3 Hepatitis B 1 TD or 1 Tdap

6. Submit copies of the following to the school office:
 - Last two years of report cards
 - Standardized Test Scores (last two years)

have a note from his/her parent stating the specific reason. Parental excuses are acceptable for a one week period. If a student’s health/condition merits a longer period of time, he/she must have written note by a physician. All students must wear the TCS physical education uniform, with socks and tennis shoes. Sweat suits may be worn at the discretion of the PE teachers. Failure to comply with the physical education dress code will adversely affect a student’s grade.

NEWSLETTER

The TCS Touchline is published weekly on our website at www.thetabsarasota.org and will be emailed to families. It contains the ensuing week’s activities, lunch menu, and other pertinent information concerning events and activities.

SEVERE WEATHER

When weather conditions exist that would affect the safety of students, parents, or teachers, we will cancel classes. To determine if school will be in session, please check the school website, www.thetabsarasota.org, call the school for a recorded message, listen to the local television station (ABC Channel 7) or tune into **WJIS 88.1 FM** for school cancellations.

LOST AND FOUND

Please label all uniforms, lunch boxes, and personal property. If the article is labeled, we will return it to the student. Lost and found stations are located at both the elementary and middle school buildings. All unlabeled and unclaimed items will be disposed of periodically.

LUNCH PROGRAM

Hot lunches, specialty platters, and salads are available Monday through Friday for students, teachers, and guests. Five day meal plans are \$18.00 and can be used anytime. Payments may be made at a minimum of \$18.00 or increments

LIBRARY

The library is available to all students for academic assistance and recreational reading. Elementary classes have a scheduled time to visit the library each week. Middle school may check with the librarian concerning access to the library before and after school hours. If a student damages or loses a book, you will be contacted by the librarian as to comparable restitution or replacement.

LOCKERS

All middle school students will be assigned a locker to house their school books, supplies, lunches, and any other materials they need throughout the school day. Each locker will be assigned a combination lock which can only be obtained at the school office. **ONLY SCHOOL LOCKS MAY BE USED ON THE LOCKERS.** Lockers are the property of the school and can be accessed by school personnel at any time. No tape or stickers are permitted on any part of the lockers.

INTERNET USE POLICY

The use of the school's internet system is considered a privilege. Students who inappropriately use the internet in any way are subject to penalties ranging from restriction of use of the internet to expulsion from the school based on the severity of the infraction. If there are any questions about what is considered appropriate use, please contact the office.

INTERNET POSTINGS BY STUDENTS/PARENTS

For the safety and privacy of our students, please do not post to the internet pictures/videos of students wearing the TCS uniform or participating in activities on the school campus. Please be respectful of staff privacy. (No posting of staff pictures without their permission.)

PHYSICAL EDUCATION

All students must participate in physical education. **A student wishing to be excused from physical education must**

- Individual Education Plan (IEP) or 504 Accommodation Plan for ADD/ADHD, or any information regarding student participation in any Special Education Program (if applicable).
- 7. The school office will call to schedule entrance testing.
- 8. School office will schedule an Interview and Admissions Review:
 - Interview with the Admissions Representative will include a review of entrance testing, academic and behavioral records.
 - Upon completion of student/family interview, a letter of acceptance or notification of denied application will be received.

Due to the uniqueness of our ministry, transfer students for grades 6-8 will not be considered for enrollment after the first week of the third quarter unless such a transfer is the result of a move from out-of-town.

Students transferring from other schools must have accounts paid and a transcript (grades) received before student acceptance is granted.

The Tabernacle Christian School reserves the right to refuse admission to an applicant or to discontinue the enrollment of a student if his/her conduct in or outside of school is in opposition to the Biblical lifestyle taught by the school. This includes sexual immorality, homosexual orientation, drug or alcohol use, or inability to support the moral principles of the school. Admission may also be refused or enrollment also discontinued if the parents are unsupportive of the moral and educational philosophy of the school.

REENROLLMENT

To maintain enrollment status in all grades, students will be given the opportunity to reenroll each spring with notification of these dates to be given by the administration. Reenrollment forms will be available and a designated amount of time will be allowed for returning the necessary forms.

At the conclusion of the designated period, the privilege to reserve available seats cannot be guaranteed. A student may not register for the upcoming school year if this year's account is not current.

FINANCIAL POLICY

1. All student registration fees are non-refundable.
2. A \$25.00 charge will be assessed on all returned checks.
3. **ALL** student accounts must be set up on the Tuition Management Systems (TMS) by **May 1st**. An annual set-up fee of up to \$50.00 (which includes a \$10.00 tuition insurance policy) is due at registration. First payment is due July 1st or 15th. All prepaid tuition must be paid in full by July 1st.
4. A \$30.00 fee will be assessed by Tuition Management Systems if funds are not available at the time of designated monthly debit to your account or if payments are received after the designated due date. Any account that is 60 days in arrears will result in student(s) being withdrawn from the school.
5. Any student(s) withdrawing from TCS during the year will be charged a \$75 per student early withdrawal fee.
6. If an early withdrawal occurs, TCS will charge a quarterly tuition rate through the end of the current quarter enrolled. Book Fees and Partners-In-Education will be charged in full while Activity Fees will be pro-rated for the 3rd and 4th quarters.
7. Any student(s) with past due account balances will not be allowed to participate in the extended field trips conducted in 4th through 8th grades.
8. Health records, transcripts, report cards, SAT reports, and other student records will not be released until the student account is paid in full.

WITHDRAWALS

Written notification of withdrawal from the parent(s) is requested. Registration fees for each individual student are non-refundable. An early withdrawal fee of \$75.00 will be charged.

unscheduled conferences are discouraged. Teachers may not be able to conference with parents between 8:00 am to 3:15 pm as they are responsible for the care of the students in their classroom.

COMMUNICATION/COMPLAINT PROCEDURE

We believe that good communication is a key to the success of a school. We endeavor to be good communicators with you by adhering to the communication principles found in Matthew 18:15-17. In many situations, this procedure will resolve any misunderstandings or problems.

If a student or parent has a concern about a school policy or an employee, the following procedure should be followed in order to resolve the problem as quickly as possible:

1. Contact the person who you have a complaint about to discuss both sides of the concern. (Matthew 18:15-17)
2. If the problem still exists, contact an Administrator.
3. If still unresolved, ask the Administrator how your concern may be presented to the School Advisory Council.

Conversely, we will try to contact you if any problems arise, or if we have any questions or concerns. Many times the school and parents receive information secondhand through the student and unfortunately, it is not always completely reliable. So please, contact us if you have any questions and we will do the same.

STANDARDIZED TESTING

The Stanford Achievement Test is administered in the spring to all students in grades K5-8. Students also take the Otis-Lennon Test of Academic Ability in third, fifth and seventh grades. The results of all standardized testing are sent home with the final report card.

sponsible for completing their agendas in every class. Your support in reviewing this important communication tool is vital. When writing a note to a teacher via the agenda, it is your child's responsibility to show that note to the teacher.

STUDY HALLS (MIDDLE SCHOOL)

Study halls are to be a time of quiet and orderly study. Students needing additional help may seek support from their teachers.

AFTER SCHOOL DETENTION (MIDDLE SCHOOL)

After school detention will be served from 3:05pm - 4:05pm on Tuesdays in a designated room on the middle school campus. Parents will be notified in writing. This notice must be signed and returned to the office by the return date. Failure to report to detention may result in the adding of an additional day. Upon the completion of detention, students must be picked up on the middle school campus or report to Extended Care. Students cannot sit unattended on school property.

AFTER SCHOOL DETENTION (ELEMENTARY)

After school detention will be served from 3:15pm-4:00pm on Tuesdays in the Family Life Center (elementary building). Parents will be notified in writing. This notification must be signed and returned to the teacher by the return date. Failure to report to detention may result in the adding of an additional day. Upon the completion of detention, students must be picked up on the elementary school campus or report to Extended Care. Students cannot sit unattended on school property

PARENT CONFERENCES

We encourage parent involvement in the education of your child. Parent/teacher conferences are an important part of the communication process at TCS. These conferences may be scheduled by calling your child's teacher(s). **In order to enable our teachers to utilize their time most efficiently,**

All families that withdraw their children from The Tabernacle Christian School will be charged a quarterly tuition rate through the end of the current quarter enrolled. Book fees and Partners in Education fees will be charged in full while Activity Fees will be on a quarterly basis. Any prepaid tuition will be returned upon review of the student account. Health records, transcripts or report cards, SAT reports and other documentation will not be released until the student account is paid in full.

CHAPEL

A time for prayer, praise, worship, and spiritual instruction is set aside each week. Preschool and Elementary School Chapel begins at 8:30am on Fridays in the FLC gymnasium. Middle School Chapel begins at 8:05am on Fridays in the middle school building. Parents and friends are invited to attend all chapels.

ACCREDITATION

The Tabernacle Christian School, grades K5 through eighth, is accredited through the Association of Christian Teachers and Schools (ACTS) and Florida League of Christian Schools (FLOCS #4565). The Tabernacle Christian School Preschool is certified with the Florida League of Christian Schools (FLOCS) and holds membership in The National Association for Education of Young Children (NAEYC). TCS also holds member associations with Florida Association of Academic Non-public Schools (FAANS).

SCHOOL TELEPHONE NUMBER

The school number is **(941) 365-1050**. Calls are received and forwarded through the main office between 7:30am - 4:00pm

SCHOOL HOURS

The school office is open from 7:30am to 4:00pm. The school campus opens at 7:30am for early care. The preschool and elementary school day begins at 8:15am and ends

at 3:00pm. The middle school day begins at 8:00am and ends at 3:00pm.

ARRIVAL AT SCHOOL

Early care is available for all students from 7:30am - 8:00am. There is no charge for this service.

Preschool and Elementary students who arrive between 7:30am - 8:00 a.m. should be dropped off in the main loop by the administration building and must report to early care. Students will be dismissed to their classes at 8:00am. The five minute warning bell is at 8:10am and class begins at 8:15am.

The middle school campus opens at 7:50am. Middle school students arriving between 7:30am - 8:00am may be dropped off at the middle school lobby. Beginning at 7:50am, middle school students will be released to their homeroom class. The three minute warning bell rings at 7:57am and class begins at 8:00am.

The entire TCS campus is off limits to students before 7:30 am and after 3:00pm unless the students are with their parents, checked in to extended care, or have permission from a staff member to be on campus.

HOMEROOM

It is important that students arrive on time and are in their homerooms ready to begin class.

MIDDLE SCHOOL BY 8:00 AM.

PRESCHOOL/ELEMENTARY SCHOOL BY 8:15 A.M.

ATTENDANCE POLICY

It is extremely important for children to attend as many days of school as possible. A missed school day results in the loss of a learning experience that cannot be fully replaced by make-up work. The following are acceptable reasons for a child to miss school.

Homework assignments are given to reinforce and expand upon work done in class. The amount of homework may vary from class to class. No homework will be assigned on Wednesday evenings (to be due the following morning), although some long term assignments may be given on Wednesday night. This allows your child the freedom to attend any of our midweek youth programs here at The Tabernacle or at a church of your choice.

ACADEMIC NON-PERFORMANCE

All assignments are expected to be completed whether it is a daily homework assignment or a project which may take several weeks to complete. Students who fail to regularly complete assignments will meet with parents, teachers, and administration to resolve this non-performance concern. Students with a grade below a C- will not be permitted to participate in any extracurricular activities, (sports, VPA, etc.) until that grade is brought up to at least a C-.

PROMOTION

Student academic failures occur when a student is unable or unwilling to do the required work and may result in a student being retained in the same grade. A student receiving one "F" may be required to successfully complete summer tutoring before being promoted to the next grade level. Promotion will be pending an administrative review when a student receives more than one "F" as a final grade in his/her core academic subjects.

CHEATING/PLAGARISM

The work a student completes and returns indicates what the student has learned. Trying to receive credit for work not completed by the student will be dealt with on an individual basis. Consequence may range from zeros to removal of student from TCS. Parents will be notified of cheating.

AGENDA BOOKS (FIRST THROUGH EIGHTH)

Agenda Books are to be completed by students daily, informing parents of homework being assigned. Students are re-

GRADING PERIODS AND MID-TERMS

The academic year is divided into four, nine week quarters. Report cards are **mailed** home at the conclusion of each quarter. Mid-term reports are mailed home five weeks into each quarter (September 18, November 24, February 19, and April 30). Only students with grades of C+ (84 and below/elementary) (79 and below/middle school), will receive a midterm report. If you have any questions or concerns about these reports, please contact your child's teacher(s).

HONOR ROLL

Elementary School: Students whose cumulative average is 95.00-100% receive Highest Honors, 90.00-94.99% receive Honors, and 85.00-89.99% receive Merit. Honor Roll students are presented to the student body and an Honor Roll Award Ribbon is given to each student during a special Friday chapel. A conduct grade of a 'U' unsatisfactory, will eliminate a student from participating in Honor Roll.

Middle School: Certificates are presented for Honor Roll each grading quarter. Students with a GPA of 4.0 receive Highest Honors, GPA of 3.5-3.99 Honors, and GPA of 3.0-3.49 Merit. To be eligible for Honor Roll, students must have conduct grades of excellent or satisfactory and no grade lower than a C-. A conduct grade of unsatisfactory and/or an academic grade of a D or F will eliminate a student from the Honor Roll.

HOMEWORK

Routine written and reading assignments for homework are considered an essential part of a student's education. **All students are expected to complete all homework. Students are to record daily homework assignments in their agenda books. Student's may not call parents to bring forgotten homework to school.** Students are expected to do their own homework. Sharing the work on an assignment with other students without the teacher's permission is considered cheating.

EXCUSED ABSENCES

- Illness
- Doctor/dentist appointment (accompanied by a note from the physician)
- Death in the family
- Planned absences receiving prior approval from the administration
- Extreme family emergencies given administrative approval

Excused absences require written documentation signed by parent/guardian. Work missed during an excused absence may be made up for full credit within the designated time constraints. Students have one day for every day they were absent to complete work. Makeup tests/quizzes will be taken during the school day or after school if necessary. Please plan to make these up as quickly as possible.

PROCEDURE FOR REPORTING ABSENCES

An absence will be excused with a written note meeting the criteria of an excused absence that is signed by the parent/guardian and returned by the parent/student by the second day after the student returns. This note should contain the student's name, date of absence(s), and reason for the absence(s). Medical appointments must be accompanied by a physician's note. If a note is not received by the end of the second day the student returns, the absence will be considered unexcused and class work and homework may not be made up for credit.

UNEXCUSED ABSENCES

- Any absence that fails to meet the above criteria for an excused absence.
- Failure to return a signed, written note by the second day of the student's return.

Unexcused absences will result in a zero in all classes on homework and class work on days absent. Quizzes and tests will be permitted to be made up.

MAKEUP WORK

Elementary School: If elementary parents would like to pick up class work on the day the student is absent, they must call the office before 10:00 a.m. to have the work ready for pick up after 3:00 p.m.

Middle School: A makeup packet will be prepared by a student in their homeroom and placed in the school office to be picked up by the family on the day he/she is absent or by the student on the day of their return.

Elementary and Middle School: It is the student’s responsibility to complete any work missed during an absence. All assignments which have been given prior to the student’s absence are due upon the student’s first day back to class; however, for work assigned during a student’s absence, the student has as many days to complete such work as days absent.

Work or tests/quizzes missed while serving a suspension cannot be made up and will be recorded as a zero in the record book.

ADVANCED REQUEST FOR AN EXCUSED ABSENCE

Maximum days approved will be five (5) days per school year.

Requests in advance for an excused absence for a special exception or unusual situation will be considered on an individual basis using the following guidelines:

- Request must be made in writing using the *Request for an Excused Absence* form provided by the school.
- **Request must be given to administration for approval two full school days before departure.**
- Request will be reviewed for approval by administration within one day of receiving request.
- It is the student’s responsibility to get his assignments from the teachers before leaving. Assignments may not

Preschool

- O = Outstanding
- G = Good
- S = Satisfactory
- NI = Needs Improvement
- NA = Not Assessed

Elementary School

Grading Scale

- 99 - 100 A+
- 95 - 98 A
- 93 - 94 A-
- 91 - 92 B+
- 87 - 90 B
- 85 - 86 B-
- 83 - 84 C+
- 79 - 82 C
- 77 - 78 C-
- 75 - 76 D+
- 72 - 74 D
- 70 - 71 D-
- 0 - 69 F

K5 and 1st PE & Special’s Grading Scale

- E- Excellent
- S- Satisfactory
- U- Unsatisfactory

2nd-5th Grade PE & Special’s Conduct Scale

- E- Excellent
- S- Satisfactory
- U- Unsatisfactory

Middle School

Grading Scale

- 98-100 A+
- 94-97 A
- 90-93 A-
- 87-89 B+
- 83-86 B
- 80-82 B-
- 77-79 C+
- 73-76 C
- 70-72 C-
- 67-69 D+
- 63-66 D
- 60-62 D-
- 0-59 F

Conduct Scale

- E-Excellent
- S-Satisfactory
- U-Unsatisfactory

puts our other relationships into proper perspective. At TCS, we encourage healthy friendships between our students, including students of the opposite sex. These friendships are to be wholesome and remain on a “friendly” basis. Exclusive relationships (boyfriend/girlfriend) are not encouraged or permitted. Public displays of affection (kissing, hugging, handholding, etc) are not permitted at any time.

ACADEMIC AGENDA/GRADING

The Tabernacle Christian Preschool uses the A Beka Christian School Curriculum which introduces symbols and sounds of letters A-Z, separates vowels from consonants and teaches beginning reading skills. K-4 uses 10 reading books at varying skill levels preparing the child for K5. Number concepts to 20, both recognition and formation, are also included in K-4.

The A Beka and Bob Jones Christian School Curricula are the main course of study at the elementary and middle schools. The middle school utilizes the Prentice Hall curriculum for math and Spanish. Teachers have the flexibility to enhance their programs to promote optimum learning.

Students should be encouraged to work for achievement, not simply for grades. The students’ goals should be attainable and should stress learning as the important benefit of academic work. Colossians 3:23 states, “Whatever you do, work at it with all your heart, as working for the Lord, not for men.” Each student is unique and grade reports are written on the basis of his/her progress and should be interpreted in accordance with their individual abilities and gifts from the Lord.

The grading and conduct scales are as follows:

be available more than two days in advance of leaving.

- **Any major assignments such as special projects or term papers due while the student is absent must be submitted to the teacher prior to absence.**

All prearranged work is due the day the student returns to school and the student must reschedule missed quizzes/ tests with teachers. Rescheduled test/quiz times may take place after school. The student returning from an excused absence is to join in with the class in whatever activities are planned for the day of the student’s return, including taking a test.

Please note: Often students who vacation while school is in session have great difficulty making up missed work and scoring well on quizzes and tests.

TARDINESS

Students should be in their seats and ready for opening exercises at 8:00 a.m. for middle school students and 8:15 a.m. for elementary students. A student not in their class after their starting time is considered tardy and must report to the Attendance Office before reporting to class. **Excused tardies will only be issued for doctor/dentist appointments accompanied by a doctor’s note.** A tardy shall be considered a one-half day absence when the student enters school after 11:30 a.m. It is essential that students begin their day in a unified spirit. A student who is late misses these exercises, disrupts the learning environment of his classmates and teacher, and is denied an essential element of a Christian education.

TARDINESS POLICY

Elementary School: A student will be permitted three unexcused tardies per quarter without reprisal. On the fourth unexcused tardy, parents will be contacted and explained the next sequence of consequences. On and after the fifth unexcused tardy, the student will sit out from recess for each unexcused tardy.

Middle School: A student will be permitted three unexcused

tardies per quarter without reprisal. On and after the fourth unexcused tardy, the student will have points deducted from his/her employability grade for the class they are entering.

TARDINESS BETWEEN CLASSES (MIDDLE SCHOOL)

Students are given five minutes between classes to allow for travel time. If students report late to class, points will be deducted from their employability grade.

EARLY DISMISSAL

Students being signed out early should be limited to appointments or emergencies. Students must be signed out by parent/guardian stating the reason for the early dismissal.

Early dismissals will be considered a half-day absence if the student leaves before 11:30. Valid reasons for early dismissal are the same as outlined for an excused absence.

ATTENDANCE REQUIREMENTS FOR EXTRACURRICULAR ACTIVITIES

A student must attend at least four hours of the school day in order to be eligible to participate in any school related athletic, social, or extracurricular activity that afternoon or evening. Special exceptions are rare and must be approved by administration. Any student serving a suspension may not participate in an extracurricular activity.

EXCESSIVE ABSENCES

If a student is absent more than twenty (20) days, whether excused or unexcused, during the academic year, his/her promotion to the next grade level will depend upon administrative approval, pending a review of the nature of the absences.

REGULAR DISMISSAL

Students will be dismissed from their classes at 3:00 p.m.

Uniforms should fit appropriately and shirts must be neatly tucked in at all times. (Baggy, oversized, undersized or tight fitting clothing will not be acceptable.)

Accessories. No sunglasses, hats (except in PE or recess), or excessive jewelry are to be worn on campus. All necklaces must be worn inside the school uniform and not be distracting. Earrings for the girls shall be limited to no more than two on the lower earlobe only. No dangling or hoop earrings over one inch. Boys may not wear earrings, and no one may wear more than one wristband or bracelet on each arm. Body piercing and tattoos (real or temporary) are prohibited.

Hair. Hair should be neatly combed and not impair vision. Hair styles, color, and accessories should be modest and not a distraction to the learning environment. Hair color should be a natural hue; any students with colors deemed unnatural or distracting may be sent home until the problem is corrected. Boys' hair may not be below the eyebrows and not beyond the lower collar. Girls' hair should not cover their eyes.

Makeup (Middle School). If girls wear makeup, they should use modesty and avoid extreme colors in lipstick, fingernail polish, and eye shadow.

The administration reserves the right to determine if any of the above, or other forms of dress or grooming are unacceptable or a distraction to the educational process and require correction.

Our goal of "modesty, neatness, and respect" is expected at all school functions. Please supervise how your child dresses for all school related activities.

RELATIONSHIPS

A substantial part of our daily lives centers around our relationships. Our primary relationship should be with Jesus Christ. Having a strong, healthy relationship with Christ

DRESS DOWN PASSES (MIDDLE SCHOOL GUIDELINES)

Regular fitting jeans and pants (not worn, torn, or frayed) are permitted for both boys and girls. Girls may wear capris (must be below the knee) and boys may wear shorts. All clothes must be free of holes or ragged edges. No warm ups, athletic wear, sweatpants, camouflage, or pajama pants; girls no sleeveless blouses or midriffs. **Failure to follow guidelines may result in having future special dress down privileges revoked.**

During P.E., students in elementary and middle school must dress in P.E. uniform; no dress down passes will be accepted during P.E.

SPECIAL DRESS DAYS

Students may dress up for special theme days throughout the year. Theme day events will have their own specific guidelines.

APPEARANCE

Uniforms. It is expected that each student come to school in a freshly laundered uniform. Uniforms should be repaired or replaced as the need arises.

Girls: For reasons of modesty, girls' skirts must be no shorter than 2" from the ground when kneeling. For neatness, skirts should not be rolled. For girls wearing capris and pants, shirts must be tucked in so the belt is visible while on campus **(this includes before and after school).**

Boys: Boy's shorts should not be below the bottom of the kneecap. For neatness reasons, shirts must be tucked in so the belt is visible **(this includes before and after school).**

Students in K3 through first grade are picked up in the classrooms or at extended care. **Students who are not picked up by 3:15 p.m. must report to the Extended Care Program. Elementary students will be picked up in the elementary loop. Middle school pickup will be at the middle school building.**

EXTENDED CARE PROGRAM

The Extended Care Program runs from 3:15 p.m. until 5:30 p.m. daily at an additional cost of \$5.00 per day. If your child is left beyond 5:30 p.m., you will be charged \$1.00 for every minute (per child).

The same rules and respect for authority apply during extended care hours as they do for the regular school day. Any repeated or serious disciplinary issue at extended care may result in the student being removed from participation in this program.

ILLNESS DURING THE SCHOOL YEAR

In the case of an unexpected illness or injury, the student will be sent to the clinic. A parent will be contacted if the student has a fever or visible signs of a health problem. **THE OFFICE MUST HAVE CURRENT PHONE NUMBERS TO CONTACT A PARENT, DESIGNATED RELATIVE, OR FRIEND WHO HAS PERMISSION TO CARE FOR THE CHILD IN CASE OF EMERGENCY.**

If parents are leaving their children in the care of another family or adult, please leave a notarized statement giving them permission to sign for any emergency care that may be necessary. Please be sure to notify the office when making plans to leave children in the care of others. **THIS IS VERY IMPORTANT IN THE CASE OF A SERIOUS ACCIDENT OR ILLNESS.**

MEDICATIONS

Before school personnel will assist the child in the administration of medications, the following is required:

1. All medications must be brought to school by an adult.
2. A Medication/Treatment Authorization form must be signed by both the parent and physician. All medications must be in their original containers and safeguarded in the school office.
3. Over-the-counter (non-prescription) medications (i.e. Tylenol) will not be given without the signed authorization.

STUDENT HEALTH POLICY

For your child's protection, the following health guidelines will be in operation on the school campus. A child who becomes ill during school hours will be monitored for a period of time by our health room attendant. If symptoms of illness continue to persist, the parent will be contacted to pick up the child as soon as possible. Your child must be symptom free and/or on prescribed medication for a period of 24 hours before returning to school.

The following conditions are health situations which require immediate attention and student pick up:

- | | |
|--------------|---|
| Fever: | Temperature that shows a sudden spike of 100 or more. |
| Respiratory: | Breathing difficulties, wheezing, or strong constant cough. |
| Vomiting: | Child shows signs of illness and vomits. |
| Diarrhea: | When characterized by frequent watery bowel movements, which are not related to medications or food reactions. |
| Rash: | Undiagnosed rash of any kind. A rash relating to medicine should be brought to the attention of the Health Attendant and teacher by the parent. |
| Sore Throat: | Sore throat that is accompanied by a fever. |

Any child suspected of having a communicable disease, infectious disease, or a contagious condition shall be placed in a designated isolation area. The condition shall be reported

Socks: Solid color.

P.E.: Uniforms are issued to students through the P.E. department. Students must wear socks with tennis shoes. (Sweat pants may be worn in P.E. class on cold days. Parents may purchase plain black or navy blue sweats as winter wear at the store of their choice.)

Hats & Bandanas:

Hats may be worn during PE and recess for sun protection. Bandanas are not to be worn on campus.

OUTERWEAR/COLD WEATHER

During cold weather, solid navy blue, khaki or white sweaters/sweatshirts or TCS jackets may be worn in the classroom. No logos or writing are permitted on outerwear worn in the classroom unless it is TCS clothing.

Preschool and Elementary School Only: Girls may choose to wear tights (solid blue, black, beige, or white) with their uniform on cold days if they so desire.

Jackets/sweaters not conforming to uniform policy may be worn to and from school, but not in the classroom or in P.E. classes (this includes the lunch room and Family Life Center). Sweatshirts/jackets are not to be worn around the waist in the classroom.

DRESS DOWN PASSES (ELEMENTARY GUIDELINES)

Regular fitting jeans and pants (not worn, torn or frayed) are permitted for both boys and girls. Girls may wear capris (must be below the knee) or shorts no shorter than two inches (2") above the knee and boys may wear shorts. All clothes must be free of holes or ragged edges. No warm ups, sweat pants, pajama pants or sleeveless shirts or midriffs.

Hats & Bandanas:

Hats may be worn during PE and recess for sun protection. Bandanas are not to be worn on campus.

Middle School:

Girls: Grades 6 through 8

Khaki Pleated Skirt or Culottes (Children’s World)
Khaki Dress Capri (Children’s World)
Khaki Dress Pant with sewn-in pockets (Purchased at store of your choice. Same color as uniform capris.) NO CARGO PANTS.
Burgundy or Navy Blue Polo with TCS Mono gram. (Children’s World)

Capris and pants must be worn with a belt (Belt must be navy, khaki, black, or brown fabric or leather; no studs or eyelets.)

Boys: Grades 6 through 8

Khaki Trousers with sewn-in pockets (Purchased at store of your choice. Same color as uniform shorts.)
Khaki Dress Shorts with sewn-in pockets (Children’s World)
Burgundy or Navy Polo with TCS Monogram (Children’s World)

Trousers and shorts must be worn with a belt (Belt must be navy, khaki, black, or brown fabric or leather, no studs or eyelets.)

Undershirts may be PE shirt or a solid white or navy short sleeve t-shirt and may not extend beyond the shirt sleeve.

Shoes: Dress or casual with closed toes or athletic shoes. (No cowboy or military style boots, sports cleats, sandals, flip flops, etc. are permitted; shoes should have matching shoe laces.

to the parent and the child shall be removed from the facility as soon as possible. The child shall not return to school until the symptoms of the illness are no longer present or a written statement from a physician is given to the school. Re-admittance to school for the following communicable diseases shall be:

- Chicken Pox: All lesions are dry and crusted.
- Impetigo: (Blisters covered with honey-colored crust) Return at least 24 hours after the start of medication. If there is no improvement in 24 hours, the child should be reassessed by the physician.
- Conjunctivitis: Redness of eye with burning, thick discharge. Return at least 24 hours after the start of medication and no drainage present.
- Lice or Scabies: Following treatment, all lice eggs, or “nits” must be removed and the child must be re-checked in the Attendance Office before the child may return to class.
- Ring Worm: Medical identification and treatment required. Lesions must be covered until healed.
- Hepatitis: Physician’s statement required for re-admittance.
- Strep Throat: No sooner than 48 hours after the start of oral medication or 24 hours after injection.

DRESS CODE

While we do have specific limitations and expectations for student attire, three main principles dominate our philosophical position with regard to this matter. First, we desire modesty; second, neatness; and third, respect.

Since our ministry seeks to practice these principles, we want to include within the school ministry, those families who share similar positions regarding this issue. For these reasons, we discourage our students from participating in questionable fashion styles that, in the opinion of the school,

detract from the school's main purpose in attempting to teach modesty, neatness, and respect.

**Uniforms are purchased at:
CHILDREN'S WORLD (941) 955-6999
4525 Bee Ridge Road
Sarasota, Florida**

TCS has adopted the following uniform dress policy:

Preschool:

- Girls:** Navy Blue Jumper (Children's World)
Navy Culottes, Skirt, for Pre-K (Children's World)
White Peter Pan Blouse with TCS Monogram to be worn only with plaid jumper (Children's World)
Khaki or Navy Dress Cuffed Shorts with sewn-in pockets (Children's World)
Khaki or Navy Dress Pants with sewn-in pockets (No patch pockets or cargo pants-Purchased at store of your choice)
Navy or White Polo with TCS Monogram (Children's World)
- Boys:** Khaki or Navy Dress Shorts with sewn-in pockets (Children's World)
Navy Blue/Khaki Dress Trousers with sewn-in pockets (No patch pockets or cargo pants-Purchased at store of your choice)
Navy or White Polo with TCS Monogram (Children's World)
- Shoes:** Dress or casual with closed toes or athletic shoes. (No cowboy or military style boots, sports cleats, sandals, flip flops, etc. are permitted; shoes should have matching shoe laces.
- Socks:** Solid color.
- P.E.:** Uniforms are issued to students through the P.E. department.

Elementary School:

- Girls:** Navy Green Plaid Jumper (Children's World)
Navy Blue Skirt or Culottes (Children's World)
White Peter Pan Blouse with TCS Monogram to be worn only with plaid jumper (Children's World)
Khaki or Navy Dress Cuffed Shorts with sewn-in pockets (Children's World)
Khaki or Navy Dress Pants with sewn-in pockets (No patch pockets or cargo pants-Purchased at store of your choice)
Navy or White Polo with TCS Monogram (Children's World only)
- Shorts and Trousers must be worn with a belt. (Belt must be navy, khaki, black, or brown fabric or leather, no studs or eyelets.)
- Boys:** Navy Blue/Khaki Dress Shorts with sewn-in pockets (Children's World)
Navy Blue/Khaki Dress Trousers with sewn-in pockets (No patch pockets or cargo pants-Purchased at store of your choice)
Navy or White Polo with TCS Monogram (Children's World only)
- Shorts and Trousers must be worn with a belt. (Belt must be navy, khaki, black, or brown fabric or leather, no studs or eyelets.)
- Shoes:** Dress or casual with closed toes or athletic shoes. (No cowboy or military style boots, sports cleats, sandals, flip flops, etc. are permitted; shoes should have matching shoe laces.
- Socks:** Solid color.
- P.E.:** Uniforms are issued to students through the P.E. department. Students must wear socks with tennis shoes. (Sweat pants may be worn in P.E. class on cold days. Parents may purchase plain black or navy blue sweats as winter wear at the store of their choice.)