



CALVARY CHAPEL CHRISTIAN SCHOOL

HIGH SCHOOL PARENT/STUDENT HANDBOOK

Letter from School Administration

Dear Parents, Guardians and Students,

Welcome to Calvary Chapel Christian High School! Everything we do revolves around our relationship with Christ, relationships with others, and ministry to those within our community and beyond. CCHS' mission statement comes right from Matthew 22:37-39 where we're called to

Love God, Love People, Love out Loud

At CCHS, students grow closer to Christ while learning in an accredited academic environment. Student-led devotions and worship are one of the defining characteristics of our school culture. We are blessed with kids who truly love Jesus and faculty that integrates the Bible into every one of their subjects. Our Pastoral staff comes alongside our team by teaching chapel and discipling our students. It is our prayer that all students experience the love of Christ and learn a Biblical perspective on life at CCHS.

This parent/student handbook will give you an overview of the school's policies, procedures, and discipline policy. You will also find CCHS' expectations for attendance, academic achievement, and extracurricular activities. Our desire is to observe these guidelines through a Biblical lens, always putting scriptural teachings above these guidelines. If, at any time, you believe this handbook conflicts with scripture, please inform the administration so we can better conform to God's plan for our school and our students.

Thank you for your continued prayer and support of our school,

Matt Balanda
CCHS Vice-Principal

Catherine Swearingen
CCHS Principal

"'You shall love the Lord your God with all your heart, with all your soul, and with all your mind.' This is the first and greatest commandment. And the second is like it: 'You shall love your neighbor as yourself.'"
Matthew 22:37-39

Calvary Chapel High School Code of Conduct

At Calvary Chapel Christian High School, we believe that obedience, respect, and responsibility are key virtues that students must develop. Obedience to rules and guidelines is essential to the development of maturity (Luke 2:51, Hebrews 5:8). It results in genuine freedom in life (John 8:32). Respect is necessary for all successful and meaningful relationships (Luke 10:36-37, Romans 12:18). In addition, the building of personal responsibility fosters a sense of achievement. Both responsibility and achievement are necessary ingredients to the development of self-worth (1 Corinthians 10:31, Ecclesiastes 9:10, Romans 14:12).

As we seek to provide a balanced and disciplined learning environment for the students of CCHS, we realize that human wisdom falls short of God's standards. We do not claim to be perfect in all our decisions but we try our best to discipline in a way that is Biblical and pleasing to God. As partners in the discipline process, it is important that the school and the home, work cooperatively for the students' good. Since we teach the students to obey and submit to their parents, it is imperative that parents maintain that continuity by upholding and teaching the principles taught at school. We can instill in students proper Christian educational and moral principles only through a program that includes clear disciplinary procedures, and as students and parents, your cooperation in that program is crucial. (Please be aware that the administration reserves the right to make discipline decisions on an individual basis.)

Our goal should always be to obey Colossians 3:17, "And whatever you do, whether in word or deed, do it all in the name of the Lord Jesus, giving thanks to God the Father through Him". In the best interest of the entire school community, certain guidelines of conduct must be maintained by all students of Calvary Chapel High School, whether on or off campus, so that we may live and work happily together.

These general guidelines for student conduct are listed below:

Students should practice courtesy and consideration in their association with teachers, school employees, fellow students and visitors as well as respect **their person and property**. (See Ephesians 4:28-32)

Students should respect the authority of teachers, administrators, and staff members and treat them courteously, respectfully and obediently as unto the Lord. (See Hebrews 13:17 and 1 Thessalonians 5:12-13)

Students, both on and off campus, should abstain at all times from the use or possession of alcoholic beverages, tobacco, drugs, and pornography. Students should also refrain from other undesirable practices that are generally recognized to be harmful to health and Christian character. (See 1 Corinthians 6:19-20)

Students should abstain from profanity and vulgar or abusive speech and actions. Such speaking and acting are harmful to others and are certainly not appropriate nor conducive to their moral and spiritual development. (See Ephesians 4:29)

Students should refrain from a public display of affection on campus. As students, they are expected to conduct themselves in a respectful and Christian manner. Therefore, while on campus, students should follow a "hands off" policy.

Students should leave all disruptive or dangerous items such as weapons, knives, water pistols, lighters, and matches at home. Radios, CD players, MP3 players, video recorders, and tape recorders are not allowed at school without school approval. Cell phones, pagers, and other communication devices are to be off and out of sight during school hours.

Students should do their own work—only a teacher may give permission to share work or other notes involving a project. Their record should reflect their individual effort. Since honesty is a Christian virtue that should be displayed by all students, we consider cheating a serious offense. During a test, a quiz, or an exam, it is their responsibility to avoid every appearance of cheating. All books and papers must be out of sight. No talking is allowed. Talking during a quiz or a test may be dealt in the same manner as cheating.

Students should avoid plagiarism, which is also a serious offense. The definition of plagiarism is "the use of another writer's ideas or words without giving the writer credit for them."

All school rules apply on all field trips and on all school-sponsored events both on the school campus and away from it.

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Introduction

This student handbook is designed to familiarize you with the many facets of student life at Calvary Chapel Christian High School (CCHS). You are urged to read it carefully and use it wisely. Students and parents must complete and return the contract form found in this handbook indicating that they agree to abide by the provisions within this document.

Families accept the contents of the 2020-2021 Student Handbook in both letter and spirit as essential parts of the contract with CCHS. Our desire is to be in one accord with one another by clearly communicating expectations through this handbook. The apostle Paul encourages the church in Philippi with a similar exhortation:

Therefore if there is any consolation in Christ, if any comfort of love, if any fellowship of the Spirit, if any affection and mercy, fulfill my joy by being like-minded, having the same love, being of one accord, of one mind.
Philippians 2:1-2

School Profile

Accreditation

Calvary Chapel High School is accredited by the Association of Christian Schools and Teachers (ACTS) and Cognia, non-governmental, nationally recognized organizations whose affiliated institutions include elementary schools and high schools.

Accreditation by these agencies indicates that CCHS meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer group review process. An accredited school or college is one which has the necessary resources available to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future.

Changes in Policy

The school rules, regulations, and policies listed in this document may be added to or amended by the administration of CCHS at any time through an oral or written notice to students and/or parents. No handbook can address every situation. This representation of school guidelines is not meant to be exhaustive. School Administration is the final arbiter in any decision.

School Motto, Colors, and Mascot

Motto: Love God. Love People. Love Out Loud
Colors: Purple, Black, and Silver
Mascot: Warriors

Mission Statement

Our mission statement comes from three main verses:

"'You shall love the Lord your God with all your heart, with all your soul, and with all your mind.' This is the first and greatest commandment. And the second is like it: 'You shall love your neighbor as yourself.'" Matthew 22:37-39

"If anyone serves Me, let him follow Me; and where I am, there My servant will be also. If anyone serves Me, him My Father will honor." John 12:26

"Go therefore and make disciples of all the nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all things that I have commanded you; and lo, I am with you always, even to the end of the age." Matthew 28:19-20

The mission of CCHS is to empower students to love God with all their heart, mind, and soul and to reach out and give that same love to those around them. We accomplish that by training up strong academic, spiritual, mission minded leaders in the community, who love Jesus and show it by loving out loud through their actions and words.

Philosophy Statement

The philosophy of Calvary Chapel High School is intrinsically aligned to that of Calvary Chapel Tucson where the supreme desire is to know Christ and to be conformed to His image by the power of the Holy Spirit. We believe that bringing up a child in the likeness of Christ is primarily the responsibility and Biblical duty of the parent(s). Therefore, our school exists to assist in that education, without diminishing the parents' integral role. We strive to give students the skills to be productive citizens, but most importantly to nurture a relationship with Jesus Christ and to be an accurate reflection of His character to the world.

Calvary Chapel Christian School staff members love the Lord and their students. Therefore, they have a desire to maintain the school's vision to the glory of God. The Teachers view daily instruction as a privilege and part of their personal ministry at Calvary Chapel.

Calvary Tucson Statement of Faith

Calvary Chapel Christian Schools abide by the Calvary Chapel of Tucson Statement of Faith. While Calvary Chapel Schools hold to these beliefs, we welcome any believer in the Lord Jesus Christ who has a sincere desire to grow closer to Jesus. Our desire is to share in the fellowship of Christ in a way that brings glory to God, avoiding division and to share in His Agape love.

"But the hour is coming, and now is, when the true worshipers will worship the Father in spirit and truth; for the Father is seeking such to worship Him. God is Spirit, and those who worship Him must worship in spirit and truth." - John 4:23-24

Calvary Tucson is a fellowship of believers under the lordship of Jesus Christ. Our supreme desire is to know Him and be conformed into His image by the power of the Holy Spirit. We are not a denominational church. We do not oppose denominations as such, only their emphasis of the doctrinal differences that lead to division in the body of Christ.

WE BELIEVE That the only true basis of Christian fellowship is God's love, which is the fruit of true worship and greater than our differences. Therefore, we look for His love in our lives as the supreme evidence that we have truly been worshiping Him.

WE BELIEVE Worship of God should be Spiritual! Therefore, we remain flexible so the Holy Spirit may direct our worship.

WE BELIEVE Worship of God should be Inspirational! Therefore, we give a great place to music in our worship.

WE BELIEVE Worship of God should be Intelligent! Therefore, our services place great emphasis upon teaching the Bible, which is the Word of God, that He might instruct us how to live and worship.

Doctrinal Statement

WE BELIEVE in one God, eternally existing in three persons: Father, Son, and Holy Spirit, equal in power and Deity; by Him all things were created, are upheld and governed.

WE BELIEVE in the Holy Bible, the sixty-six books of the Old and New Testaments, to be the inspired Word of God, without error in the original autographs. The Holy Bible is the supreme rule of faith and truth.

WE BELIEVE in the Deity of Jesus Christ, His miraculous birth, His sinless life, His teaching, His miracles, and His substitutionary and atoning death on the cross for our sins.

WE BELIEVE in His literal resurrection and ascension to the right hand of the Father, and in His literal return to this earth to rule in power and glory.

WE BELIEVE that all after Adam are born sinners by nature, under eternal condemnation. The Holy Spirit convicts man and regenerates all who repent of their sins, confessing Jesus as Lord and believing in His resurrection.

WE BELIEVE in the Church of Jesus Christ. He is the head, and all who are regenerated by the Spirit are members of His body, united in the Spirit.

WE BELIEVE in two Church ordinances: 1) Baptism, by immersion, in the name of the Father, Son, and Holy Spirit, and 2) Communion, done in remembrance of the broken body and shed blood of Jesus Christ, both ordinances reserved for Believers.

WE BELIEVE in the literal, visible return of Jesus Christ to establish His Kingdom on earth, in the resurrection of the Believers to eternal life, and unbelievers to eternal torment.

WE BELIEVE in the Apostle's Creed as embodying the essential doctrines of the Christian faith.

Our History

Calvary Chapel Christian School (CCCS) was founded by Calvary Chapel of Tucson. Calvary Tucson opened its doors October 1985 under the leadership of Pastor Robert Furrow. In 2005, Calvary Chapel Christian School was started in response to the need of church families who wanted their children to receive a Christian education.

CCHS was added in 2015 to further meet the educational, social, and spiritual needs of the children from the CCT church body. The High School was designed to provide students with a challenging and comprehensive college preparatory program developing competence in Bible, English, Mathematics, Science, Fine Arts, Foreign Language, and History. CCHS also provides vocational opportunities for students.

Admission Policies and Procedures

CCHS does not discriminate based on race, color, national, and ethnic origin in admissions policies, scholarship programs, athletic, and other school-administered programs. CCHS grants students of any race, color, and national or ethnic origin all the rights, privileges, programs, and activities generally made available to students. CCHS reserves the right to select students based on their worldview, lifestyle choices, academic performance, and personal qualifications including a willingness to cooperate with the CCHS Administration and to abide by its policies. All students must have a desire to attend Calvary Chapel High School and agree to honestly and wholeheartedly apply themselves to the study of God's Word. They also agree to be courteous and respectful to their peers, staff, faculty, and others.

Extra-Curricular Activities

The extracurricular program at CCHS is growing and includes a variety of opportunities for students in many non-academic areas. CCHS participates in the SAAA sports league in Girls' Volleyball, Boys' Basketball, and Cross Country. Additionally, our student council is active in planning events and raising support for our end of year mission trips. Clubs are student-led and may be started by petitioning the school administration.

Student participation in extracurricular activities is considered to be a privilege. Students who participate in extracurricular activities must assume certain obligations and responsibilities beyond those of other students. High standards of conduct, performance, and leadership will be expected of all students participating in extracurricular activities.

CCHS ATTENDANCE POLICIES

We take our responsibility for our students' welfare and whereabouts seriously. Regular attendance in all classes is one of the greatest contributing factors to success in school. Please keep this in mind, and whenever possible, schedule all outside activities after regular school hours. Although we are a private school, we must follow the guidelines set by the State of Arizona in regards to attendance.

Absences

Parent/Guardian Responsibility

- Parents/guardians are expected to call, send a note to, or email the school on or before the day(s) of the absence by 8:15am.
- The preferred method of excusing an absence is to email the school attendance officer: elizabeth@cccswarriors.org
- In high school, if it is impossible to notify the school prior to the absence, the school **must receive notice within 72 hours** after the student returns to school; otherwise, it will be considered unexcused.
- State law mandates that the school record reasons for all student absences; therefore, all messages must include parent name, student name, date, time, and reason for absence.
- All absences not authorized and verified by the parents/guardians will be unexcused.

Absent Work

A student who is absent for any reason is required to make up their missing work. It is recommended that students who have prior knowledge of an absence that is five days or more in length (i.e. mission trips) should complete their schoolwork in advance. Parents must inform the Administration in advance if their student will be out of school due to a planned absence that is five days or more in length; and students must fill out an Extended Absence Form.

Unexcused Absences

After an absence, the student has three days to clear the absence with notification from a parent/guardian to the CCHS Attendance Office. The communication must include the student's name, grade level, date, and the reason for the absence. After three days, the absence will be considered unexcused, and the student will receive the disciplinary consequences outlined below:

1st Unexcused Absence: Lunch Detention

2nd Unexcused Absence: After School Detention

3rd Unexcused Absence: Saturday School

In addition to disciplinary consequences, student work may not be accepted for credit during an unexcused absence. Unexcused absences are serious infractions and families must do their best to quickly notify the school of absences.

Tardies

The bell schedule allows for a five (5) minute passing period between classes. All students are expected to be in class and seated at the time the bell rings for the start of class. Students are considered tardy if they are not seated at the time the bell rings. Tardies are cumulative and will be tracked by the High School Office

1st Period Tardies

All students are expected to be in class and ready by 8:15 AM. If students are delayed by five (5) minutes to first period, they need to go directly to class. If students are delayed more than five (5) minutes, they need to be signed in by a parent to the CCHS Office. Students who arrive fifteen (15) or more minutes late will not be allowed in class, but will wait in the CCHS office until the next passing period. Students arriving more than fifteen (15) minutes late for class are considered absent unless there are extenuating circumstances. All absences and 1st period tardies must be cleared by a parent/guardian. If a student does not make every effort to get to class on time, disciplinary action may be taken.

1st Period Tardy Benchmarks (handled separately due to commuter issues)

Five (5) tardies:	Parent email & Office Referral
Eight (8) tardies:	Office Referral with 8 th period detention
Ten (10) tardies:	Saturday School with parent conference
Thirteen (13) tardies:	Saturday School with parent conference
Fifteen (15) Tardies:	Saturday School with parent conference

Tardies during the school day

Tardies are tracked by the CCHS Office and are cumulative each semester; they will reset each semester. Parents should check online attendance for unexcused tardies and will be notified on Report Cards of unexcused tardies. Disciplinary action will be taken by the Administration for tardies:

School Day Tardies

All students are expected to be in class and seated at the appropriate time listed on the day's bell schedule. If students are delayed, they need to go directly to class. If a school staff member detains a student, the student will be given a pass indicating the reason for delay and the time that the staff member released the student to return to class.

School Day Tardy Benchmarks

Five (5) tardies:	Parent notified by email & Office Referral
Seven (7) tardies:	Office Referral with 8 th period detention
Nine (9) tardies:	Saturday School
Twelve (12) Tardies:	Saturday School
Fifteen (15) tardies:	Saturday School with parent conference

After Lunch Tardies

All students are expected to be in class and seated at the appropriate time listed on the day's bell schedule, or they will be considered tardy. If students are delayed, they need to go directly to class. Students who habitually arrive late to class after lunch may receive lunch detention.

Students who have been signed out or seniors who leave campus for lunch will be considered tardy if not returned to class on time. The consequences for seniors who leave campus for lunch are as follows:

First Violation:	Office Referral & Parent e-mail
Second Violation:	Office Referral & Revocation of off campus privilege

Truancy

A student who leaves campus during the day without signing out through the CCHS Office is considered "truant." Any schoolwork, assignments, and/or tests missed due to truancy (day or period) cannot be made up. Truancy consequences are also discussed in the Discipline section. There are two kinds of truancy and CCHS administration reserves the right to determine the appropriate consequence.

Partial Day Truancy

Any students who leave the main campus for any length of time during lunch or regular school hours will be considered truant and will be assigned Saturday School and may be suspended.

Full Day Truancy

Any students who miss an entire day of school without permission will be considered truant and will be suspended.

Excessive Absence Policy

Regular attendance at school is crucial for a student's progress and education. Excessive absences are detrimental to students. If a student is excessively absent we have to question their desire to be a part of CCHS. Typically, excessive absences affect a student's grade, and could ultimately be considered grounds for dismissal. Students who are absent more than three consecutive days require a note from their physician for re-admittance. Physician's note must be cleared by the CCHS Office for re-admittance. Students who do not have a note cleared may be sent home. Students who were absent due to illness or injury and return with no doctor's note will be evaluated by the school office, prior to re-admittance.

Students who are not ill or injured and have not completed an excessive absence form and have missed five or more consecutive days may not be allowed to make up work. Students with more than ten (10) cumulative absences in one semester may be evaluated by the Administration and, based on that evaluation, may not earn credit for the course. Any absences due to school functions or school approved mission trips will not be counted towards these ten (10) absences. Five (5) tardies constitute an absence for this policy.

Off Campus Lunch Policy

Off-campus lunch arrangements should be kept to a minimum. Any student leaving campus for lunch must return to class at the appropriate time listed on the day's bell schedule, or the student will be considered tardy. Students may not leave campus during study hall.

Only seniors may leave campus for lunch. Seniors are NOT allowed to take underclassmen off campus for lunch. Until all of the following conditions are met, students will not be allowed off campus for lunch:

- The Off-Campus Lunch permission form must be signed and on file with the High School Office.
- Students leaving campus must have a cell phone turned on and with them while off campus.
- Students must sign-out in the High School office when leaving and sign-in when returning in the Student Sign-in/out log.
- Students driving off campus may only ride in a vehicle with a seatbelt for every occupant.
- Students leaving campus with a (non-student) adult must have prior written parent approval and the adult must sign-out the student as normal.

Parking Lot Passes

No one is allowed to go to the parking lot between classes or at break or lunch without obtaining permission from CCHS staff or faculty. Any student found in the parking lot without a Parking Lot Pass will receive an office referral. Students found driving to and from class will receive an office referral, and their parking lot privileges may be revoked.

Parking and Driving on Campus

All vehicles on campus must abide by the driving and parking lot policies and procedures including speed limits, parking spot requirements, etc. Students who do not drive responsibly in the parking lot may lose the privilege of parking/driving on campus. More information can be found in the General Information section.

Sign-In/ Sign-Out

According to the Attendance Guidelines of the State of Arizona, a parent must sign their student in and out at the CCHS Office during school hours. Students may not leave campus without being released through the CCHS Office. Any student leaving campus without a parent must adhere to the following procedures: The student must bring a note explaining the valid reason for leaving (i.e., medical appointment, family emergency, etc.) to the CCHS Office.

When both parents/guardians are out of town during the school week, it is imperative that the CCHS Office is notified in advance and proper authorization is given for release to any other adult. The Administration reserves the right to refuse to permit a student to leave campus if the conditions outlined above have not been met. Parents must notify the CCHS Attendance Office as soon as possible when any part of a school day has been missed.

Falsified documents

The school's ability to provide for the needs of each student depends upon the authenticity and reliability of the information available. Any effort to submit falsified documents, to alter documents, or to sign under false pretenses will result in disciplinary action.

Student Athlete Eligibility

A student may only participate in an athletic event, including but not limited to practice or games, if they were in attendance at school that day. Any exceptions to the above rule must be approved by the Athletic Director or Principal.

Closed Campus Policy

CCHS is a closed campus. Students are required to remain on campus until the end of their school day (only Seniors are permitted to leave campus for lunch). Any student leaving campus for any reason must have permission by a parent/guardian and be signed out by a parent/guardian in the CCHS office. Students who drive themselves to school must have previously made arrangements with parents to leave early and the school must be notified in advance of such a request.

Discipline Policies

"Listen to counsel and accept discipline, that you may be wise the rest of your days."
Proverbs 19:20

The Scriptures exhort us to discipline our children because of our great love for them. One of the most important lessons to be learned is the proper response to authority. To accomplish this task, we set discipline guidelines that are enforced consistently, fairly, and lovingly. Listed below are the guidelines for dealing with major problems and daily classroom situations. The Administration reserves the right to handle each individual discipline situation uniquely as the Lord should lead, as well as individual situations which may fall outside the guidelines of this handbook. All disciplinary decisions will be made prayerfully.

Cellular Phones or Musical Devices

While cell phones are a great tool and can make learning more productive, we also do not want them to distract or interfere with our students' safety or academics. There may be times that the instructor allows cell phones to be used in class, while students are supervised, but for all other instances please see below.

Cell phones or musical devices should not be used or visible on campus. Violators will have their phone or device confiscated and turned into the High School Office. This applies to all students, including Juniors and Seniors who may have a shortened schedule. Administration reserves the right to read and/or view contents of cell phones for unacceptable text messages and/or photographs.

1st Offense: Phone or musical devices may be picked up by the student from the High School Office after school. Student must check in device at the HS office every day when arriving at school for one quarter.

2nd Offense: Student receives a Saturday School; phone or musical device may be picked up by the parents from the High School Office. The phone or musical device may not be brought back to school for one week and must be checked into office for a quarter thereafter.

3rd Offense: Student receives a Saturday School and parent conference; phone or musical device may be picked up by the parents from the High School Office at the end of the school year.

If a student needs to make a call home, they may come to the High School Office and will be allowed to do so using an office phone or their personal cell phone. In compliance with these guidelines, parents are asked not to call or text their student during school hours. If parents need to contact their student, please call the High School Office, and a staff member will deliver the message to the student.

Cheating

Cheating results in an automatic, immediate office referral and is defined as:

- Looking at another student's test or quiz paper.
- Using a "cheat sheet".
- Complacency in cheating.
- Any form of communication during a test or quiz.
- Stealing a test or the distribution of a stolen test.
- A student doing or copying another student's homework, project, or paper.
- Resubmission of one's work or another student's work from a previous course (ie. novel reports).
- Submitting "No Name" homework as your own.
- Plagiarism is defined as the theft and use of another person's ideas or writings as one's own, with or without the knowledge of the other person. This includes not properly citing sources in a written work.

Cheating offenses result in an automatic, immediate office referral and are cumulative throughout students' High School career:

1st Offense: Student will receive an F on quiz, test, or paper (scored as a zero), office referral, and call home to parents from teacher.

2nd Offense: Student will receive an F on quiz, test, or paper (scored as a zero), required parent conference, and may be suspended from school.

3rd Offense: Student will receive an F on quiz, test, or paper (scored as a zero), required parent conference, letter in permanent school record, and may be expelled from school.

Classroom Infractions

The following are classroom infractions that would result in the Steps of Discipline as outlined below:

- Talking
- Disruption
- Disrespect
- Not on Task
- No Materials
- Food, Drink, or Inappropriate chewing of gum

Notice: Points, Saturday Schools and office referrals are all cumulative.

Classroom Steps of Discipline

First violation: 1 point

Second violation in same period: Additional 2 points

Third violation in same period: Additional 2 points, office referral

If successive points are accumulated throughout the day, an office referral will be given at the discretion of the teacher and administration.

Point System Benchmarks

The point system is used to objectively evaluate student behavior inside and outside of the classroom. The accumulation of points leads to several important benchmarks. The exception to this rule is when a student earns a three (3) day suspension due to the violation of a major infraction; that student can be put on probation following a parent conference. Another major infraction violation can result in an immediate withdrawal. It is the desire of the CCHS Administration to provide a safe environment for learning. In order to effectively implement this program for the benefit of all the students, the Administration asks for full support from parents and students. The parent and student signatures on the Parent/ Student Handbook indicate a willingness to comply and support this discipline program and the administrators who are responsible for its execution.

5 Points:	Office Referral
20 Points:	Office referral, phone call home, and 8th Period Detention
35 Points:	Saturday School and phone call home
50 Points:	Saturday School and parent conference
60 Points:	Possible One (1) day suspension and parent conference
70 Points:	Possible Three (3) day suspension and parent conference. Student will be placed on Disciplinary Probation the following school year.
80 Points:	Parent conference and possible withdrawal from CCHS

Disciplinary Probation

It is our desire that every student remain at Calvary Chapel High School; however, we will not tolerate students who continually disrupt the school's academic or spiritual program. A student can therefore be placed on probationary status for disciplinary reasons. Disciplinary probation will extend from the time probation is awarded through the end of the school year. In some cases when a student is put on probation in their last semester, probation can be carried through the entire upcoming school year.

Major Infractions

The following discipline problems will be immediately referred to the Administration.

- Brandishing or possession of a weapon
- Drug or alcohol involvement or possession*
- Fighting or physical harassment including threatening others
- Bullying or Cyberbullying (internet, cell phone, interactive/digital technology)
- Unauthorized videotaping, photography, or audio recording
- Forged notes
- Profanity (verbal or written)
- Sexting (lewd photographs, text messages, or web postings)
- Sexual misconduct/harassment
- Smoking/possession of tobacco, e-cigarettes, vapors, or nicotine items
- Stealing*
- Vandalism
- Extreme insubordination or disrespect
- Inappropriate use of social media applications
- Threatening statements made to students/faculty/staff

The school has a zero-tolerance policy on drugs, alcohol, sexual immorality/harassment, and theft.

The infractions listed above include before and after school hours, on and off campus, and may result in immediate suspension or expulsion. Administrator may deem other actions not listed here as major infractions and will be reviewed on an individual basis. Consequences will be applied at the discretion of the school administrators.
Office Referral

A student will be issued an automatic office referral when a student refuses to submit to the teacher's authority (disrespectful) or when a student earns five (5) points in one class period or multiple points in one day. An office referral can result in a Saturday School, parent conference, suspension, or expulsion. These consequences will be applied at the discretion of the school administrators.

Disciplinary Consequences

8th Period Detention (After School Detention)

8th Period Detentions will be a school designated period of fifty (50) minutes, used for disciplinary purposes that will start at 2:45 and end at 3:35. 8th Period Detentions can be issued at the Administration's discretion and can be issued as the next step after the office referral.

Saturday School

Saturday School will be a three (3) hour session with a monetary fee paid in cash or checks made payable to Calvary Chapel High School. Saturday School can be issued at the Administration's discretion and can be issued as the next step after the office referral. Monetary values for Saturday School are as follows:

1st Saturday School \$30.00
2nd Saturday School \$40.00 3rd + Saturday School \$50.00

Suspension

Suspension may be as short as one day or an indefinite number of days with parent notification. Students are not allowed to make up work from class if serving a suspension.

Expulsion/Forced Withdrawal

Any student expelled or forced to withdraw may not be able to re-apply for one full school year, at the discretion of the Administration. The following are contingent for re-entry:

- Satisfactory behavior during this one year period.
- Satisfactory grades during this one year period.
- Recommendation from the High School Pastor.
- Recommendation from the current High School Principal.

Dress Code Parameters

When in attendance during the regular school day which begins 8:00AM through 3:00 PM. The dress code applies any time students are on campus or on field trips unless specified by the High School Administration. It is both the parents and the school's responsibility to teach students this mindset.

Purpose

Our goal is to teach students how to dress in a Business Casual environment while still allowing them freedom within that to choose what to wear. Dressing in accordance with the dress code is a learning process, but God cares most about the heart. This is clearly shown when Samuel was choosing the next King of Israel:

But the Lord said to Samuel, "Do not look on his appearance or on the height of his stature, because I have rejected him. For the Lord sees not as man sees: man looks on the outward appearance, but the Lord looks on the heart." 1 Samuel 16:7

With that said, the Bible also reminds us in Matthew 12:34 that "out of the abundance of the heart, the mouth speaks." How one responds to the dress code is a matter of the heart. In writing the dress code, it is our desire to make expectations clear so students can learn how to dress in a Business Casual environment with all modesty and a good heart!

As such, there are two parts to our dress code: Appropriate dress and Business Casual dress. The Appropriate dress section covers modesty and distraction-free expectations which are more objective items in the dress code. The Business Casual section covers aspects of student dress that promotes a professional atmosphere and is more subjective in nature. This is often where students take time to learn and adjust. Through this, students will learn how to acclimate to expectations they will encounter in their future work/ministry life after school, a valuable skill!

Appropriate Dress

Representing Jesus and the school in a positive manner is an expectation in all areas of student life, including modesty in dress and grooming. In addition to handbook guidelines, any other attire or grooming patterns determined to cause distractions are not appropriate. The administration is the final authority on interpretations of the dress code.

General Guidelines:

- All bottoms must reach below the knee
- No visible underwear/undergarments
- All students will stay in conformance with dress code during any field trips
- Neckline of tops must be no lower than four fingers below the collar bone
- Tight fitted tops or bottoms are not allowed
- Hair should be a natural color, not painted or unnatural
- No clothing that advertise secular rock groups, alcohol, drugs, sex or offensive items
- Clothing/Accessories may not create a distraction for the learning environment

Ladies

- Skirts are allowed (below the knee or longer)
- Leggings are allowed only under tunics or dresses that are longer than your fingertip
- Hair should be neatly groomed.

Gentleman

- Hair should be neatly groomed (no Mohawks, Mohawk pony-tails and/or painted hair.
- Facial hair should be neatly groomed. Beards should be groomed and not scruffy.
- Earrings should not be worn at school.

Appropriate Dress Violation Disciplinary Actions

In each case of violation of Appropriate Dress code, students must immediately fix the violation by either changing, calling parents to bring an appropriate change in clothing, or going home. Repeat offenses of the same action may result in the student being sent home.

- 1st Offense: The student earns a verbal warning.
- 2nd Offense: The student earns a written warning.
- 3rd Offense: The student earns an 8th Period Detention
- 4th Offense: The student earns Saturday School and may be sent home.

*** If dress code violations become successive, a parent conference will take place.

Business Casual Dress

Student dress at Calvary Chapel Christian High School is elevated to a professional atmosphere through Business Casual expectations. We often have visitors from pastors, local leaders, college representatives and local employers. Likewise, we want to show honor to our teachers and staff while at school with our dress. As such, we desire to look our best every day to ensure we represent Jesus and our School well. In Colossians 3:23, we're reminded

"And whatever you do, do it heartily, as to the Lord and not to men,"

The administration is the final authority on interpretations of the dress code and business casual expectations. Faculty and staff will endeavor to coach students on Business Casual dress so they can learn what is appropriate for school. One thing is clear, dressing in shorts and a t-shirt is too casual. But wearing a full suit is overly formal. When in doubt, it's better to err on the side of dressing to formally. But where's the line? Here are some general suggestions:

General Suggestions:

- Pants can be khaki, corduroy, twill or cotton in any color
- Belts should be worn when tops are tucked in
- Skirts, blouses, sweaters and dresses may be any color (except neon) and may be any pattern that reflects business casual attire. (See attached for examples)
- Sweaters, twinsets, cardigans, polo/knit shirts
- Gentlemen should wear collared shirts
- Ladies may wear a blouse top which need not have a collar (of dress material)
- Best pair of business casual jeans have a dark wash
- Attire should be neat, clean, and in acceptable condition
- Shoes or professional sandals make your look more professional
- Hats, Beanies, and Sunglasses are great accessories outdoors
- Jewelry/Watches look professional when not distracting

When the dress code is business casual, it's not appropriate to wear your favorite old t-shirt, ripped jeans, "holy" sneakers, or flip-flops. Remember the business part of business casual and remember outfits should be clean, pressed, and fit properly. Here are some items that are not Business Casual:

What's NOT Business Casual:

- | | |
|-----------------------------------|--|
| • Shorts or short skirts | • Hoodie Sweatshirts or athletic hoodies often look too casual |
| • Skorts or jumpers | • Clothing that is too tight, too short, oversized, or too loose |
| • Tank tops or strapless shirts | • Bright colors such as neon |
| • Loungewear or Workout apparel | • Mismatched or clashing colors |
| • Spandex or Lycra | • Costume-like clothing |
| • Sweatpants/Yoga pants | • Excessive body piercings (except for earrings on the ears of ladies) |
| • Leggings as Pants | |
| • Clothing with holes/rips/tears | |
| • Clothing with large logos | |
| • Sports/Fan Gear (jerseys, etc.) | |

Business Casual Dress Violation Disciplinary Actions

In each case of violation of the Business Casual Dress code, students must show a willing heart to learn. Repeat violations of the Business Casual portion of the dress code may result in parent conference or being sent home. One should not consider a lack of a consequence or grace shown as a certain clothing item being allowed if it violates this section.

The following consequences apply after the student has already been addressed once within a school year about a particular violation of the business casual dress code. For example, a student who wears shorts to school is given a verbal warning. The following week, if that student wears shorts again to school, they will earn a written warning. The third week, if they wear a t-shirt to school, that is a different issue and they will receive a verbal warning.

- 1st Offense: The student earns a verbal warning.
- 2nd Offense: The student earns a written warning
- 3rd Offense: Parent Conference with student and administrator
- 4th Offense: Student sent home for the day

*** If dress code violations become successive, a parent conference will take place.

Social Conduct Parameters

"All things are lawful, but not all things are profitable. All things are lawful, but not all things edify. Let no one seek his own good, but that of his neighbor."

1 Corinthians 10:23-24

In this passage, the Apostle Paul is exhorting believers to not abuse their liberty in Christ. We are to behave in a manner that would not cause another believer to stumble, or hinder the influence of Jesus in the life of the unbeliever, even though the believer's actions may be innocent. All students are expected to abide by Biblical standards of conduct, off campus as well as on campus. Respect and love of others should be a pervasive theme guiding all student interactions. Students should address faculty and staff politely, courteously and respectfully in a spirit of friendliness and in an atmosphere of cooperation. Students are reminded that the same courtesy extended to faculty and staff should be extended to fellow students.

Public displays of affection beyond holding hands are prohibited on the campus and/or any school event. Students engaged in such displays of affection will be subject to possible disciplinary actions.

Interpersonal relationships should be above reproach and should draw people closer to God, not cause them to stumble and fall away from Him. Each student should be personally responsible for the integrity of his or her relationships and any outward display of affection. The staff and administration will deal with inappropriate behavior on an individual basis.

Search and Seizure

To ensure the health and safety of our students, staff, and visitors at CCCS, all students are subject to random searches without prior notice to the student or parents. The search may be undertaken at the sole discretion of the school administration, with or without reasonable cause. The search may be conducted by the administrator or administrator designee and may include the use of breathalyzer or search dog. The search may include but is not limited to a student's person, property, electronic devices (cell phones, computer, iPad, and other devices). Students may be required to provide administration with the passwords to access the devices or lockers during the school day and at school sponsored activities.

School authorities may inspect and search property and equipment owned or controlled by the school. This includes lockers, desks, school computers, and parking lots, as well as personal effects left or stored by students, without notice or consent by students. This applies to student vehicles parked on school property. By signing the student handbook acceptance form, students/parents/guardians agree to handbook policy, which may include school searches of student vehicle and personal effects. The administration is authorized to conduct random searches of all school property and student possessions, including the use of search dogs. Unauthorized items and/or items that threaten the safety of others will be seized and appropriate disciplinary action will be taken.

Additionally, CCCS may monitor or examine any postings on the Internet or other

electronic medium which includes but is not limited to text messages and postings on personal web sites, social networking sites, for example "Facebook, Instagram", or other private or public domains. Such monitoring includes but is not limited to all verbiage, pictures, depictions, graphics, and videos. Students understand and agree that they are responsible for and may be subject to disciplinary action for inappropriate material sent, posted, made available, shown to others, or possessed by the student themselves. Students are to behave in a manner that is pleasing and honoring to God and themselves. We are representing God, our families, ourselves, and Calvary Chapel Christian Schools.

Academic Policies

*"The heart of the prudent acquires knowledge, And the ear of the wise seeks knowledge.
Proverbs 18:15*

The CCHS instructional program is based on the Arizona State Standards. Our goal is for students to have as many opportunities as possible upon graduation. The CCHS office encourages students to remain on the college prep track, although some students may elect to fulfill the minimum graduation program.

Academic Awards

Awards are given at quarterly for students who have excelled academically in a subject area. The teachers give recommendations for the awards.

Academic Guidance

The function of our CCHS Staff is to provide each student with the appropriate information and guidance toward graduation, career, or college entrance goals. Each student's record is reviewed to ensure that the proper progress is made toward graduation. During the course of the year, the CCHS staff provides information to the students and parents concerning the PSAT exam, SAT test dates, University of Arizona, Arizona State University, Northern Arizona University, Grand Canyon University, and private university application deadlines and qualifications, scholarships, financial aid, and college fair information.

Academic Integrity

Plagiarism is defined as the theft and use of another person's ideas or writings as one's own, with or without the knowledge of the other person. Academic dishonesty is the deliberate attempt to misrepresent an individual's efforts, in writing, visual, and/or oral presentations. Plagiarism is claiming someone else's ideas, words, or information as your own, without acknowledgement or citation.

CCHS teachers may use computer search mechanisms to validate and verify examples of plagiarism prior to disciplinary action. Detection may also include verification of duplicated student work, current or previous. The consequences for plagiarism or academic dishonesty is minimally a score of a "0" on the assignment and additional consequences issued by school administration.

Academic Probation and Student Success

It is our desire that every student remain at Calvary Chapel High School. A student will be placed on academic probation for one semester if their academic grade point average (GPA) falls below a 2.0. The probationary period is evaluated twice each year, at the end of the fall and the spring semesters. If the probationary student has not elevated their academic GPA to a 2.0 or above by the conclusion of the probationary semester, the student may be asked to withdraw from school. If at the end of the probationary semester the student achieves an academic GPA of a 2.0* or above, the student will be removed from academic probation. A student placed on academic probation status twice within two years may be asked to withdraw from the school.

Students on Academic Probation will be given the opportunity to participate in the Student Success Program. This program includes weekly meetings that incorporate assignment monitoring, accountability, study skills, and communication with teachers. Parent involvement, by attending meetings and offering support at home, is vital to this program.

Note: Academic Probation is calculated differently than athletics Eligibility. Students may qualify to participate in athletics, yet find themselves placed on Academic Probation. Students who fall below a 2.0 GPA in their academic core courses will be placed on probation.

Academic Probation and Eligibility for Clubs and Ministries

In order to be eligible to compete, participate, or rehearse, CCHS requires that a student have an overall GPA of 2.0 or better from the last grading period. If students do not meet this requirement, they are placed on academic probation and may participate. This means students are eligible for that grading period (6 weeks); however, if they fail to achieve a 2.0 the next grading period, they would be academically ineligible and will not be allowed to participate for the following grading period. The grading periods at CCHS are quarterly.

Advanced Placement and Honors Courses

Advanced Placement (AP) and Honors courses are available for eligible students who wish to earn an accelerated GPA and desire to challenge themselves and receive college credit.

AP classes may have required summer homework. A College Board AP test is given at the end of each course. There are specified dates and fees that are mandatory for each student. If a student chooses to exempt themselves from the exam or doesn't complete both semesters, accelerated GPA will not be given for the course.

Community Service Program

Community service is a graduation requirement at CCHS. In addition, colleges look for students who are involved in their community.

Each student is required to complete a minimum of eight (8) hours of approved community service for each semester enrolled. If the student does not participate in the community service events done throughout the year with the class they must get prior approval from the Community Service Supervisor to complete alternative service or volunteer work to receive credit.

Students should pick up a community service form in the High School Office. The community service supervisor (not a parent) will verify the number of hours and sign the form. Completed forms must be returned to the High School Office in order to receive credit. Community Service hours can be done as a group (club) or as an individual.

We do encourage more than eight (8) hours of community service. You cannot carry hours over from one semester to another, nor from the summer.

If a student does not complete the minimum requirement of eight (8) community service hours and turn in the necessary forms by the due date, the student's semester Bible grade will be deducted by 15%. (Example: If a student has 94% or "A" in Bible, and only completes seven hours of community service, the maximum grade this student can earn is a 79% or "C+"). Although the student's Bible grade will be penalized, the seven hours will be recorded on the student's high school transcript.

If a senior does not complete their community service hours in the spring semester prior to May 1, the senior will not be allowed to participate in graduation night or walk in the graduation ceremony. Graduation fees will not be refunded in this circumstance.

Cumulative Records

Pursuant to the Education Code of Arizona, Chapter 1, Article 4, Section 15-141 & 15-142, you are hereby given notification of privacy rights of parents and students. Federal and state laws grant certain rights of privacy and rights of access to students and their parents. Full access to all personally identifiable written records maintained by Calvary Chapel High School must be granted to natural parents, adoptive parents, or legal guardians of students under the age of eighteen.

Parents may review individual records by making a request to the student's teacher and/or the administration. Administration will see that explanations are provided if requested. Information, which is alleged to be inaccurate or inappropriate, may be removed upon written request by parents and reviewed by administration. In addition, parents may receive a copy of any information in the records at a reasonable cost per page.

For policies and procedures relating to records, please ask in the High School Office. When a student moves to a new school, records will be forwarded upon the request of the new school. At the time of transfer, the parent may review, receive a copy (at a reasonable fee), and/or challenge the records.

Withdrawn or Incomplete Classes

Grade of "W"

A course dropped at the beginning of the third week of each semester, but no later than the end of the first quarter will receive a grade of "W", which will not affect the student's GPA but will appear on the student's transcript.

Grade of "WF": Withdrawal Fail

A course dropped after the end of the first quarter of the semester will receive a grade of "WF" and will affect the student's GPA and appear on the student's transcript.

Grade of "I"

A grade of "I" (incomplete) is intended for use when circumstances beyond a student's control prohibit taking the final exam or completing course work. The incomplete is not intended as a mechanism for allowing a student to retake a course.

Grade Point Average (GPA)

Advanced Placement (AP) and Honors grades are calculated in the GPA with an extra point, as long as the grade is a "C" or above. Students entering CCHS with honor classes from previous schools will receive accelerated GPA only for honors classes that were offered at CCHS in the corresponding year.

	A	B	C	D	F
Unweighted	4	3	2	1	0
AP Scale	5	4	3	1	0

This GPA is displayed on the Report Card and Academic Transcripts. It is calculated to include only academic courses. It is used to determine Honor Roll, Principal's List, and Academic Probation. Students are required to maintain at least a 2.0 Academic GPA by the end of each semester. Students who fall below this level may be placed on Academic Probation.

Academic Recognition

At CCHS, we are excited to recognize student achievement as they pursue excellence in all things (Colossians 3:23). In addition to the perfect attendance award, the following academic awards will be recognized:

Principal's List:	GPA of 4.00
High Honor Roll:	GPA of 3.75 or higher, all class grades above B-
Honor Roll:	GPA of 3.33 or higher, all class grades above C-

Academic recognition will be awarded at the end of each quarter. For the first and third quarter, academic recognition will be based on the quarter GPA. At the end of the second and fourth quarters, recognition will be based on the Semester GPA (including finals). Attendance awards are cumulative throughout the year.

Graduation Requirements

Students must meet the graduation requirements within assigned due dates to be able to graduate and participate in the graduation ceremony. The following is a summary of the minimum required courses to graduate from CCHS. Students should complete a minimum of 24 credits to graduate. Note, a student may have a modified graduation plan based on a number of factors at the discretion of School Administration according to State of Arizona graduation requirements.

Bible	4 credits
English	4 credits
History	4 credits (to include Government and Economics)
Math	4 credits (must complete Algebra 2)

Science	3 credits
Health	0.5 credit
Foreign Language	2 credits
Fine Arts	1 credit
Electives	1.5 credits

Homework Policy

Homework is designed to enhance student understanding of classroom lectures/projects and to reinforce classroom learning. It is an opportunity for students to reflect on and assess their understanding through anticipatory studies and to practice the standards taught in class.

Makeup Work

Students who have been truant are not allowed to make up any work that was missed during their truancy and any resulting suspension. Students who have been absent will be allowed to make up any work that was missed during their absence for up to ten days per semester. The responsibility for completing makeup assignments rests solely with the student. One day for each day of absence will be allowed for the completion of makeup work. If a student is absent on a day that an assignment is due or a test is given, that student should turn in the assignment or take the test on the first day back.

Late Work

Every assignment turned in on time will receive full credit. A missing assignment report will be issued near the end of each week. Students have until the following Monday to turn in missing work, but may incur a 20% penalty for late work. This does not include work submitted late due to absences.

More significant projects or papers (ones that last more than one week) that are turned in late are graded as follows:

On time:	Full Credit
1 day late with no excuse:	Drops 1 letter grade
2 days late with no excuse:	Drops 2 letter grades
3 days late with no excuse:	Drops 3 letter grades
After 4 days late with no excuse	0 is recorded in grade book

Missing Assignments

Students should refer to their online grade reports and the Google Classroom to see what they missed in each of their classes.

Parents Web

CCHS considers it a priority to communicate with parents regarding their student's academic progress. ParentsWeb is a valuable tool that allows parents and students to be connected in the academic process and make informed decisions correlated to their students' specific needs.

Parents are strongly encouraged to establish a ParentsWeb login and make it a priority to utilize this as a significant source of information on: class grades, homework

and lesson plans, report cards, progress reports, and attendance.

First Time User Instructions:

1. Go to www.cccswarriors.org
2. Select the Calvary Chapel High School link
3. Select the "parentsweb" tab (add it as a bookmark for later)
4. Select the "first time user" tab
5. School ID: CCCS-AZ
6. Email: email on file with the school
7. Select "new parent login"
8. Check your email for your password
9. Call the High School office if you have any questions

JTED Programs

Joint Technical Education District (JTED) programs are available for credit. Please see the CCHS office for more information.

Replacing poor or failing grades

Any student who receives a grade of D or F may retake the course during the regular school year or in summer school, if offered. If the course is taken elsewhere, the course must be approved by the Administration prior to enrollment to ensure that credit will be issued for the course.

The original letter grade will remain on the transcript but will not be calculated into the GPA. The new grade will be added to the transcript and factored into the student's GPA; credit will not be given twice for the same course. Please contact school administration with any questions.

Report Cards and Progress Reports

The academic school year is divided into two semesters. Each semester includes two quarterly grading periods. Progress Reports are available on-line at the end of each quarter. In addition, parents may access their student's grades, attendance, and homework throughout the semester using ParentsWeb. Please contact the CCHS Office if you have any questions or do not have Internet access.

Summer School

Summer School is to help students who have done poorly in a class during the school year or who need to take a prerequisite course prior to the fall semester. Any courses taken during the summer, not at CCHS, must be approved by the CCHS Guidance Counselor prior to enrollment in the course. Approved college courses may be included in the Academic GPA. If there are questions concerning summer school courses, please check with the Academic Guidance Office prior to enrollment.

Valedictorian and Salutatorian

Ranking for valedictorian and salutatorian is based on the quality, and quantity of coursework. Quality being the number of A's, B's, etc. a student earns, and quantity being the number of academic and advanced courses taken at CCHS.

General Information

Accounting Office

The Calvary Chapel Christian School Office handles all accounting needs for K-12. Please direct all accounting questions to 520-731.2100. All tuition payments should be mailed or delivered to the school accountant in the CCCS Office or paid online. Tuition checks for K-12 may be made payable to "CCCS."

Chapel

The spiritual aspect of the student's education is our highest priority. To help minister to our students, we will hold Chapel each Thursday during Bible period. The CCHS Office coordinates chapel teachers.

Eighteen Years of Age or Older

Students who have reached eighteen years of age must abide by the rules under which they were accepted, namely that they live under the supervision of parents or legal guardians. Eighteen-year-old students are not allowed to sign themselves out or sign any note that may be required of a parent or guardian.

Emergency and Health Procedures

The school office offers immediate first aid to all injured or ill students. The phone number is 520.731.2100.

If a student is injured on campus during school hours, the student should report this injury to a teacher or administrator, who will immediately send the student to the school office.

If a student becomes ill during school hours, the student should request a hall pass from the teacher to the Office. The school will contact a parent when necessary; students should not use cell phones to contact parents. If a student is advised to leave campus, the parent will be contacted, and the student must be signed out on the Sign-Out Sheet in the Office. In the event that the student leaves campus due to illness, without first signing out, the student will be considered truant.

All medications are to be taken to the school Office prior to first period. Students are not permitted to keep any prescribed or over-the-counter medications in their possession. For any headaches, cramps, etc., parents must send in a personal bottle of Tylenol, Advil, etc. (with student's name labeled on the bottle) to be stored in the Nurse's Office. The nurse will not supply these items to students. Girls should keep feminine supplies in their purses or lockers. The Office has supplies only for emergencies.

Emergency Reunification with Parents

In case of a school emergency or a natural disaster, it is our primary concern that students remain safe at all times and that there is an orderly dismissal and release of our students. Our school staff will remain on duty until all children have been safely checked out by a parent, guardian, or emergency contact as designated on your child's school emergency card. Staff will only release children to those adults designated on your emergency card. There will be no exceptions to this procedure. It is therefore imperative that you keep information on your child's emergency card up to date. CCHS will issue notification for student release by school voice mail message at our main number 520.731.2100 for CCHS.

Parents who are off campus, please follow the following procedures:

If school is in the state of emergency, please do not attempt to enter the campus yourself, but instead follow the instructions of law enforcement, as they will maintain control of the school's perimeter for everyone's protection.

If you are able to walk to the school to pick up your child, we recommend you do so. Parking will be very limited. If you must drive, be prepared to park off campus.

When arriving at the school to pick up students, it is important to stay calm and follow instructions from the security team, who will be in the parking lot to direct you to the reunification point.

Parents who have entered the school please follow the following procedures:

- Follow directions of the security team
- Locate your student in one of our secured areas
- Sign Student Release Log
- Present a picture identification card upon request
- Proceed and line up at the student pickup area
- A staff member will go to the Assembly Area, get your child, and bring him/her to the release area
- Wait for your child to arrive and leave immediately

Please be patient and respectful to our staff. It is their primary concern that students remain safe at all times and that there is an orderly dismissal and release of all our students.

Financial Aid

Financial aid is available to parents who find themselves in a situation of temporary hardship. Parents desiring financial aid must apply on a monthly basis. All questions regarding financial aid should be directed to the Accounting Office. The phone number is 520.731.2100; please ask for the Accounting Office.

Food Service

Students may bring their lunches from home or buy lunch from the CCCS kitchen. The High School Office does not lend money for student lunches. Only Seniors are permitted to leave campus for lunch.

Health and Safety

Calvary Chapel Schools have defibrillators strategically placed for easy access, and the staff is trained in their use. The administration conducts regular fire and active threat drills to ensure that our students and staff are prepared in case of an emergency.

Lost and Found Procedures

All misplaced or lost personal belongings that have been left at school will be stored for 1-2 weeks. Small items such as jewelry and money will be kept in the CCHS Office. Once a month, unclaimed clothing items will be given to various ministries for distribution to the poor. Students should make every effort to reclaim belongings as soon as possible, items should be labeled so the CCHS office can identify and return the lost belonging quickly. All lost and found items not claimed by the end of the quarter will be disposed of at administration's discretion.

Married Students

Students who are married will not be accepted into Calvary Chapel High School. Those students who marry during high school will be asked to withdraw from CCHS.

Ministry Opportunity

Students will have several opportunities to serve and witness during school hours. Projects may include Samaritan's Purse Outreach, Gospel Rescue Mission, Mexico Outreach mission trips, and Hands of Hope. We highly encourage all students to participate in a ministry opportunity during the school year.

Mission Trips

Calvary Chapel High School encourages students to attend church sanctioned mission trips. It is recommended that students be in good academic standing, with a minimum 2.0 GPA, and have approval from the Administration and the High School Pastors. All students who participate must make arrangements for makeup work and missing assignments prior to leaving.

Office Hours

The Calvary Chapel School Office business hours are from 7:30 AM to 3:30 PM, Monday through Friday. Summer hours are from 9:00 AM to 3:00 PM, Monday through Friday. The High School Office phone number is 520.731.2100

On-Campus Visitors—Shadowing

Student visitors to campus must obtain approval from the CCHS Administration prior to the visit. A student visitor will not be allowed on campus if the visitor's school is in session, since this would mean the visitor is truant from their own school. Student "shadows" must be a prospective student or out of town guest to be present on

campus for the entire school day. Former students who request a guest pass will be allowed to request a lunch visitation only. All other visitors must check-in with the High School Office to obtain a visitor's pass and be approved in advance by CCCS Administration, in order to come on campus during school hours. The procedure to have an on-campus visitor is as follows:

The CCHS student host must be in good academic standing in order to be allowed a campus visitor.

The CCHS student host must pick up a medical authorization form for the visitor's parents to fill out. This is needed in case of an emergency on campus.

The CCHS student must have a written note from their parent giving permission to spend time with the visitor. The Visitor Request Form should be completed and turned into the High School Office forty-eight (48) hours prior to the visit.

On the day of visitation, the visitor and the CCHS student must go to the High School Office before school begins and check in with the receptionist. The receptionist will request the following:

- The parental note from CCHS student.
- The medical authorization form from the visitor.

Guests of the students are expected to be dressed appropriately on campus and at any other school event or activity (see: Dress Code Parameters).

A Visitor Pass will be given to the visitor. It should be carried with the student for the entire time the visitor is on campus. The visitor must stay with the host student for the entire school day. The Administration reserves the right to refuse a student permission to be on campus as a visitor.

Photo Usage

Throughout the year, your student's picture may be taken at various events or locations (such as lunch time, pep rallies, camps, games, etc.) and used in our school brochure, on our website, yearbook, or various school-related literature. Your signature on the agreement in this handbook will be authorization for CCHS to use these photos.

Pledge of Allegiance

Calvary Chapel Christian School students are required to recite the Pledge of Allegiance each morning.

School Hours

Classes begin daily at 8:15AM and normally end at 3:15 PM. Students are discouraged from being on the school grounds prior to 7:50 AM or loitering after 3:30 PM, unless they are involved in supervised school-related activities. Students with an early bell schedule are also encouraged to leave campus or study in the library; students may not socialize in the parking lot.

Students must be picked up promptly after their last class. Families should coordinate pickup times with individual student's schedules and extracurricular activities in advance. The office should not be regularly used to pass on messages about dismissal arrangements or for phone calls home after school. Students should not be on campus after 3:30pm, unless participating in an approved extracurricular activity.

The following fees will apply to pickups after the student's last scheduled class (generally 3:30pm) or the end of their extracurricular activity.

First 15 minutes	No Fee
15-30 minutes after dismissal	\$10
Each minute thereafter	\$1/minute

Roller Skates

To ensure the safety of students and staff members, the use of roller blades, skates or rolling shoes is not permitted at any time on church/school grounds.

Special Education Services

Calvary Chapel High School does not provide special education services or formal accommodations. Please meet with an administrator with any special education concerns.

Student Parking

Student parking is a privilege and is contingent upon following the rules for parking as stated below. CCHS reserves the right to revoke parking privileges at any time during the year for violations of parking guidelines. The following guidelines have been set up for the safety of all the students who attend school at Calvary Chapel:

The speed limit in the parking lot is 10 MPH.

Any auto-related abuse such as spinning of wheels, squealing tires, speeding, any form of reckless driving, taking other students for a ride without permission during school hours, etc., may result in the loss of the privilege to drive to CCHS, as well as disciplinary action.

Students are to be seat-belted in the vehicle while in motion. At no time are students allowed to ride outside the car.

Please lock your cars. The school is not responsible for items stolen from student cars.

Student Property

Calvary Chapel High School is not responsible for lost or stolen articles. Students bring items to school at their own risk. Students should keep personal items with them at all times. Any personal items or textbooks left lying around the campus are at risk of being stolen. School laptops should not be left unattended, even for charging.

Students with Provisional Licenses

In accordance with DMV policy, students with provisional licenses may not drive other students (siblings excluded). Students with provisional licenses require a signed note from the Principal granting permission to drive home after a school function ending at 11:00 PM or later.

Telephone and Email Usage

The telephones in the office and classrooms are for exclusive use of the teachers and staff of CCCS. In case of an emergency, parents may call the High School Office and leave a message, which will be delivered to the student. Messages will only be delivered to students prior to 12:30 PM. Please do not tie up the office staff with nonessential calls; only urgent messages will be passed on to the student.

Parents are not to text their student during school hours.

If you wish to contact a teacher, please email them using their first name followed by @cccswarriors.org. (i.e., matt@cccswarriors.org) or call the High School Office at 520.731.2100 and leave a message. The teacher will return the message as soon as it is possible within 48 hours. Phone calls will not be transferred into classrooms during class time.

Withdrawal Procedure

Each case of student withdrawal is unique; please call the High School Office if you have any questions. The High School Office cannot give cumulative files to the student or parents. A file transfer request form must be completed by the parent before files will be sent to the new school.



CALVARY CHAPEL CHRISTIAN SCHOOL

LOVE GOD • LOVE PEOPLE • LOVE OUT LOUD

CCHS Parent Student Handbook 2020-2021

*An up-to-date copy of the Parent/Student handbook is accessible
online at <http://www.cccswarriors.org/parent-resources-high-school>*

Please sign and return at student check-in

Student Name: _____ Grade: _____

Parent Name(s) _____

I have received, read, understand and agree to support the policies outlined in the Parent Student Handbook.

Parent Signature Date

Student Signature Date

Office Use Only

Received By: _____ Date: _____