

# WHITE PLAINS CHRISTIAN SCHOOL

CHANGING LIVES FOREVER



## Student & Parent Handbook

609 Old Hwy. 601  
Mt. Airy, NC 27030  
(336) 786-9585

[www.whiteplainschristianschool.com](http://www.whiteplainschristianschool.com)  
[whiteplainschristianschool@outlook.com](mailto:whiteplainschristianschool@outlook.com)

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## **INTRODUCTION**

White Plains Christian School welcomes you to this education of young people. WPCS is glad you have chosen this school for your training. Please understand that attending WPCS is an administrative choice, not a right.

WPCS is a private co-educational Christian School founded in 1971. WPCS is a ministry of White Plains Baptist Church and is governed by its Board of Directors. WPCS believes in educating the student academically, as well as spiritually year by year. Character building and morality are high priorities in all school activities. WPCS would hope that each student would come to a saving knowledge of the Lord Jesus Christ, and become grounded in God's Word, so that when they graduate from WPCS they will be a faithful servant for our Lord Jesus Christ.

**SCHOOL VERSE & MOTTO:** "That ye may be blameless and harmless, children of God, without rebuke, in the midst of a crooked and perverse nation, among whom ye shine as lights in the world." Phil. 2:15

**SCHOOL MASCOT:** Patriot

**SCHOOL COLORS:** Red, White, and Blue

## **OBJECTIVES**

WPCS is dedicated with parents to the training of students in a program of study, activity, and living that is Christ-centered. The objective in building a private Christian school is to obey the Scriptures of Deuteronomy 6:5-7a and Proverbs 22:6. A Christian school is an extension of the Christian home in training young people in a Christian environment for time and eternity. The school staff works closely with parents to train the whole child. This school stands without apology for the old-time Gospel and the highest standards of morality and Christian behavior.

Attendance at WPCS is a privilege and not a right. The goal of this school is not to reform, but to train Christian youth of every ability in the highest principles of Christian leadership, self-discipline, individual responsibility, personal integrity, and good citizenship.

## STATEMENT OF FAITH

### WPCS BELIEVES IN:

1. The inspiration of the King James (1611) Bible, equally in all parts and without error.
2. The one God, eternally existent Father, Son, and Holy Spirit, Who created man by a direct immediate act.
3. The preexistence, incarnation, virgin birth, sinless life, miracles, substitutionary death, bodily resurrection, ascension to Heaven, and the second coming of the Lord Jesus Christ.
4. The fall of man, the need of regeneration by the operation of the Holy Spirit on the basis of grace alone, and the resurrection of all to life or damnation.
5. The spiritual relationship of all believers in the Lord Jesus Christ, living a life of righteousness separated from the world, and witnessing of His saving grace through the ministry of the Holy Spirit.
6. That God has commanded that no intimate sexual activity be engaged outside of marriage between a man and a woman. We believe that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, fornication, adultery, and pornography are sinful perversions of God's gift of sex. We believe that God disapproves of and forbids any attempt to alter one's gender by surgery or appearance.  
Genesis 2:24, Genesis 19:5, 13, Genesis 26:8-9, Lev. 18:1-30, Romans 1:26-29, I Cor. 5:1, 6:9, I Thess. 4:1-8, Hebrews 13:4.

## ACCREDITATION

Accreditation of a private Christian school is not necessary for a graduate of that school to enroll in a college or university. Registrars of such institutions are interested in the academic merits of individual students, not in the name of their school of graduation. Thus, they evaluate each applicant's academic aptitude through nationally standardized tests.

## GRADUATION REQUIREMENTS

All seniors must attend WPCS at least 1 full year in order to be a graduate and receive a diploma from WPCS. A prescribed course of study requires 28 credits to graduate. All high school students must pass English each year in order to be promoted. A student must have scored at least 9.0 on the Nationally Standardized Achievement Test to receive a diploma. Should he/she score less, but meet all other requirements for graduation, he/she will receive a certificate of graduation.

## ADMISSIONS AND REGISTRATION

Registration begins in March and registration fees are less the earlier you register. At least ½ of the registration fee is due when registering students and the other half is due in January, or the full amount may be paid at registration. (Both parents are urged to be present at registration because most misunderstandings are caused by lack of communication). Registering early helps the Principal know how to plan the number of faculty members and supplies needed for the upcoming year.

Any new dress code changes will be discussed at this time, so wait until after registration to buy your child's clothing, where you will receive a copy of WPCS' dress code policy.

**Students seeking enrollment to our 5-year-old kindergarten program must be five years old on or before August 31<sup>st</sup>. (G.S 115C-364)**

Children entering kindergarten or first grade for the first time must have a physical, and the following immunizations:

**Immunizations and School Admittance:  
Guidelines for Public and Private School Personnel**

**Q. What North Carolina statute requires immunizations for children and who is responsible for ensuring that children receive immunization?**

A. G.S. 130A-152(a) requires immunizations for every child in this state. Parent guardian or person in loco parentis is responsible for ensuring that children receive required immunizations. North Carolina Immunization Rules [15A NCAC 19A .0401 (formerly 10 NCAC 7A .0401)] spell out specific dosage and age requirements for immunizations.

**Q. What immunizations are required to enter public and private school.**

A. Diphtheria, tetanus, pertussis, polio, measles (red measles), Mumps, rubella (German measles) and haemophilus influenzae type b (Hib). Children under five years of age are required to be immunized against Hib. Hepatitis B is required only for children born on or after July 1, 1994. Note the following minimum requirements:

a) **Diphtheria, tetanus and pertussis ( DTP/DTaP) –** five (5) doses: three doses by age seven months and two booster doses, one dose between 12 and 19 months of age and the second dose on or after the fourth birthday and before enrolling in school (K-1) for the first time. If the fourth dose was administered on or after the fourth birthday, the fifth dose is not required. A child who has reached age seven years without having been immunized against pertussis is not required to be immunized with pertussis vaccine.

- b) **Polio** –four (4) doses: two doses by age five months, a third dose by 19 months of age and a booster dose on or after the fourth birthday and before enrolling in school (K-1) for the first time. If the third dose was administered on or after the fourth birthday, the fourth dose is not required.
- c) **Measles-** Two (2) doses: one dose on or after 12 months of age and before 16 months of age and a booster dose on or after the fourth birthday and before enrolling in school (K-1) for the first time. As long as the doses are separated by at least 30 days, the second dose may be given at any time before beginning school Revaccination is required when a child was immunized even one day before on year of age.
- d) **Mumps**-one dose on or after 12 months of age and before 16 months of age.
- e) **Rubella-** one dose on or after 12 months of age and before 16 months of age
- f) **Haemophilus-Influenzae type b (Hib)**-four (4) doses: three doses of HbOC or two doses of PRP-OMP by age seven months and a final dose of any type on or after age 12 months and by age 16 months. Persons who receive the first dose of Hib on or after 12 month of age and before 15 months of age are required to have only two doses with one does being after 15 months of age. Persons who receive the first dose of Hib vaccine on or after 15 months of age are required to have only one dose. Persons who have passed their fifth birthday are not required to be vaccinated against Hib
- Hepatitis B** – three (3) doses: one dose by age three months, second dose by age five months and a third dose by age 19 months. Persons born on or after July 1, 1994 are required to receive the hepatitis B vaccine

Please bring your child's shot record at registration. At this time, you will be given a school calendar. (Each spring we leave room for a spring break. Sometimes however, due to missing school for snow, we are unable to close that week). This may also affect the date set for the last day of school.

**New Prospective Student:** Both parents visit school and submit application and registration fee. Parents will be notified of acceptance. If Home schooled - must present all academic records before acceptance. Students may be given a placement test.

School Accident Insurance is required for students who have no other type accident insurance. White Plains Christian School's (WPCS) will pay if you have no other. It covers your child to and from school while riding in a church-owned vehicle, and while at school (for accidents only).

## **PARENTAL INVOLVEMENT**

Parent orientation and conferences promote a good understanding between parents and the faculty/administration of this school. WPCS encourages this interaction through "Open House" meetings and individual parent-teacher conferences. Through these conferences we aim to achieve the following objectives:

- ◆ To acquaint the parent with the philosophy of Christian Education and the curriculum of WPCS.
- ◆ To acquaint both parent and teacher with the importance of recognizing and adequately coping with the emotional, spiritual, and disciplinary needs of the child.
- ◆ To provide an opportunity for parent and teacher to know and fellowship with each other.
- ◆ To provide the parents an opportunity to see the achievement of the students. Parents will be notified if a student is failing in any subject every 3 weeks along with notification of three weeks' test grades.

## **CHRISTIAN LEADERSHIP TRAINING**

**Chapel:** Weekly Chapel sessions are held during which the student identifies his education with the ministry of the church. Staff members preach the Word of God. Occasionally guest speakers will assist in chapel services. Attendance, Bible, participation and reverence are required.

**Special Meetings:** During the fall and again during the spring, the students assist in preparation for a week long meeting at our church called 'Jubilee' at which attendance is required. They must bring Bibles **KJV 1611**, and may be ask to bring pencil and paper to all chapel and special meetings.

**Christian Americanism** places emphasis upon the greatness of America's heritage and the sacrifices of her heroes. America's Constitution guarantees liberties to educate in order to preserve freedom. WPCS unashamedly teaches the Biblical doctrines of self-discipline, respect for authority, obedience to law, and their natural outgrowth, love for the flag and country.

## **HOMEWORK**

The responsibility for scholastic achievement is placed on the student. Should the student not meet his work for the day, he will be required, at the discretion of the teacher, to complete the work at home. A homework slip giving the pages to be completed will be given to students daily in grades K-8. Students in grades 9-12 will not receive homework slips to be signed by the parent unless they are not meeting homework assignments. It is to be signed by the parent and returned the following day.

**The punishment for Incomplete Homework is as follows:**

**Elementary-** First offense –1 mark, Second offense –2 marks, Third offense -3 marks, Fourth offense and thereafter. – **The parent will be called for a conference to discuss punishment.** (This will reset at the beginning of each quarter.)

**7th –12th** – (per subject): First offense = 3 demerits; Second offense = 4 demerits; Third offense = 5 demerits, Fourth offense and thereafter = In school suspension with zeros in all classes. This will reset at the beginning of each quarter.

## **FIREDRILL**

A practice fire drill will be held each month during the school year.

## **ANNUAL AWARDS**

Certificates, plaques, and trophies highlight the Annual Awards Program each spring. Students compete during the year to attain these awards. Students must attend this program in order to receive his/her awards. A student may only participate and receive academic and sports awards if they are an active student of WPCS.

## **HONOR ROLL DAYS**

Pupils who meet the minimum requirements for each Quarter have the honor of participating in school “Honor Roll Days” which are provided as an incentive for the student to do his best. A student must maintain an “A” or “B” average for the Quarter and not be failing any subjects in order to be on the honor roll. This may include school trips or a free day to stay at home. Students not obtaining “A” or “B” honor roll or accumulating too many absences in a Quarter must attend school these days to receive extra study help.

## **GUESTS**

Guests at WPCS or school-sponsored activities are required to wear clothing and hairstyles consistent with the school standards. Visitors must obtain a visitor’s pass from the school office to enter a classroom or before going to the lunchroom. Parents are allowed to eat lunch with their child but are requested to limit it to no more than once a month and must dress according to the schools standard of modesty.

## **PHYSICAL EDUCATION (HIGH SCHOOL)**

It is WPCS' policy that no student is excused from required physical education without a doctor's written excuse. In high school, ninth or tenth grades get 1 credit for PE. Demerits will be given if child fails to be in PE uniform each day (refer to demerit chart for more information). Repeated offense double the penalty.

## **FINANCIAL INFORMATION**

WPCS is a ministry of White Plains Baptist Church and is supported by the church. The school neither solicits nor receives any state or federal assistance. Parents and friends are encouraged to make a contribution to the school whenever possible.

Parents are expected to be prompt in school payments. The school cannot be faithful in paying its debts unless parents are faithful in paying their school bills on time. Accounts 60 days past due are considered delinquent. Students with delinquent accounts may be asked to withdraw unless other arrangements can be made. The school will assess a \$40.00 charge on all returned checks. Financial emergencies are understandable and should be discussed with the school office for special consideration. All records and exams may be withheld until all school fees are paid. The school will withhold the diploma and transcript from any graduating senior who has failed to pay all school bills in full. No student shall participate in graduation exercises unless all requirements for a diploma or certificate have been met and all financial obligations to the institution have been satisfied.

## **OFFICE**

School office hours are from 8:00 A.M. to 3:15 P.M. Parents are welcome at school. However, when a visit to the classroom is desired, the parent must check in the office first (*remember the dress code*). WPCS asks that you refrain from going directly to the classroom. If a parent wishes to talk with a teacher, he should arrange for a private conference with the teacher, rather than disturb a class or detain the teacher before or after school. Teachers have responsibilities required of them both before and after school.

When bringing any item, including lunch, the parent needs to leave it in the school office to be delivered to the student. (Please do not go to the cafeteria to meet your child unless you have checked in at the office first).



## ATTENDANCE

WPCS' attendance policy is based on three objectives: (1) to comply with state compulsory attendance laws, (2) to promote organizational efficiency, and (3) to provide Christian character training. Prompt and consistent attendance is necessary to realize all the educational benefits to which the student is entitled. Thus, we request that medical and other necessary appointments not interfere with class attendance, if possible. Parental cooperation with WPCS' policy is essential and appreciated. Students are required to attend classes 157 days. If a student misses a class more than 24 times during the year, or 12 times during a ½ unit or semester course, he/she must repeat the course (or grade) or participate in summer attendance. Twenty-five absences in any one-year constitutes an automatic failure for that year, whether excused or unexcused. **If a student misses 6 days in any one given quarter, he will fail for the entire quarter.** Students who have a doctor's excuse will be permitted to make up their excused absences. Summer attendance will be required for students with excessive excused absences that cannot be made up during their respective quarter. **Parents must pay the teacher for the extra time required.** Also, (3) unexcused tardies will result in one unexcused absence being charged.

Students must be at school 3 ½ hours to be counted present for that day. Junior and Senior High School students must be in attendance fifty (50) minutes of the class period to be counted present.

Flu and other contagious diseases cause absences to mount up. Please avoid absences unless absolutely necessary. Excessive absences will inhibit the student's progress. If in the opinion of the Administration, the absences are unnecessary, the student is considered truant.

## REPORTING ABSENCES

Parents are asked to call the office before 9:30 on the day the student is absent to give a valid reason for the absence. Students must report to the office with their written excuse signed by a parent or guardian the first morning back for an admit slip. Students who do not have a written excuse must still report to the office to obtain an admit slip. Students will receive a temporary unexcused absence if a written excuse is not presented to the office the morning he returns to school. This will then be upgraded to an unexcused absence if a note is not brought the second morning.

## EARLY DISMISSALS

Students needing an early dismissal from school due to unavoidable medical or dental appointments should bring a note from their parents **at least 5 days in advance if possible.** Students leaving campus for any reason must sign the checkout sheet in the office. **Only twelfth grade students may leave at 11:45 A.M.**

## EXCUSED ABSENCES

The following shall constitute valid excuses for temporary non-attendance for a part or all of a day or class:

- a) Injury, illness, or quarantine
- b) Death in immediate family
- c) Unavoidable medical or dental appointments
- d) Court or administrative proceedings
- e) Inclement weather conditions agreed upon by the administration
- f) Transportation breakdown

Absences for reasons other than sickness and emergencies must be **pre-arranged at least 5 days in advance and approved by the school Administration. Only 5 days per school year will be allowed for these absences.** Pre-arranged absences are approved on the basis of prior attendance records and grades in each class. All work must be completed, to the extent possible, prior to the absence. Absences not pre-arranged as specified above will be considered unexcused (parent's responsibility). **If a student receives an unexcused absence they will receive a "0" on all work, quizzes and test taken during absence.**

## **SCHOOL RELATED ABSENCES**

School related absences are absences from a class that are approved by the school administration. School related absences include but are not limited to the following: sports events, conferences with teachers/administration, and inter-school activities. All work missed during school related absences must be made up.

## **TARDINESS**

Promptness is expected. **We ask that the students be at school by 8:00 AM. This gives them time to get things ready for the day.** After the tardy bell rings, and the student is late, he must get an admit slip from the office to enter class. The principal will then decide if his/her tardiness is excused. If the tardiness was unexcused then the student must make up the time lost during their break-time; three (3) unexcused tardies = one (1) unexcused absence. If the student drove to school on his own, his driving privilege may be taken away for being late along with making up the loss time at his break time. If his tardiness is excused, the student may resume the regular classroom work. If a test is in progress, and the tardy is unexcused, the student will not be allowed extra time to complete the test. Students should be in their seats when the second bell rings. A student is considered tardy if he is not in the classroom at the beginning of the class. Five minutes will be given for class changes in grades 7-12, break, lunch, and clothing changes for gym or shop.) The final authority in all matters of attendance and tardiness rests with the administration.

## **WEATHER CLOSINGS**

The local TV station will broadcast cancellations and delays as "White Plains Christian School". (WXII- ch 12)

We will launch a **SchoolCast telephone alert message** to each phone number provided by our families.

Do not assume WPCS is closed because the county schools are closed. Wait until you receive a confirmation that WPCS is closed. If you receive no announcement, you can assume that school will be open as usual.

If a student resides in a county other than Surry that closes due to inclement weather, and can not make it safely to school, that student will need to do the following:

- Make up the 3 ½ hours missed by coming to school early (7:30-8:00) or by staying later (3:00-3:30).
- Complete the makeup time within a week of the absence.

## DISCIPLINE

*Foolishness is bound in the heart of a child, but the rod of correction shall drive it far from him.*

**Prov. 22:15**

WPCS is dedicated with parents to the training of students in a program of study, activity and living that is Christ-centered. A discipline is maintained which is firm, consistent, fair, and tempered with love. WPCS' staff maintains standards of behavior in the schoolroom through kindness, love, and a genuine regard for the students. Students are reminded that Christ expects us to be disciplined in all of life.

- ♦ *Obeys them that have the rule over you, and submit yourselves...* **Heb. 13:17.**
- ♦ *He is the way of life that keepeth instruction, but he that refuseth reproof erreth.* **Prov. 10:17**
- ♦ *Children, obey your parents in all things, for this is well pleasing unto the Lord.*  
**Col. 3:20**

WPCS is not a corrective institution. Consequently, we ask that a child not be enrolled with the idea that we will reform him. WPCS is a ministry to help parents properly educate their child/(ren) in accordance with the home and church. We are here to work with the home, but not to take the place of parents who have experienced difficulty with their child. WPCS' discipline policy will be discussed at registration.

If your child does come home complaining about a policy or discipline, please follow this procedure: (1) Give the staff the benefit of the doubt, (2) you may not have all the information, (3) the school has reasons for all rules, and (4) support the school and call for all the facts.

When a child's attitude is not in accord with school policies or principles, the child will be placed on probation and both parents will be called for a conference. If the Administration feels the situation has not changed within two weeks, parents will be asked to withdraw the child.

## GENERAL CONDUCT

1. **LUNCH:** All students are to eat in the dining room and only at assigned area. Cutting up and throwing food will not be tolerated.; put trash in wastebaskets. Go to recreational area after receiving permission to be dismissed.
2. Students are not allowed to possess energy drinks while at school or at any school activity.
3. Do not cause disturbances on bus.
4. No writing in books.
5. Marked-on, defaced, or cut property is to be replaced at offending student's expense.
6. Guns, matches, lighters, knives, tobacco products or narcotics are not permitted on school grounds.
7. Cell phones and smart watches of any type must be turned into the school office by 8 AM and may only be picked up when dismissed by a teacher to go home.
8. No electronics, ear buds, or headphones are to be brought to school. Books, magazines, and any other such materials need approval from Administration before being brought to school.

9. If a student is a teacher's aide, you must be on time, do your best to help in whatever area you're needed.
10. **LANGUAGE:** Use only words which glorify the Lord.
11. High school students- hands off elementary students. Elementary students- no back talk to high school students.
12. **SIX-INCH RULE:** No physical contact in boy-girl relationship. Adult supervision required at all times. Same rules apply when with a non- WPCS student.
13. Students are not to mark or draw on themselves or other students.
14. **OFF LIMITS:** Students need permission if leaving designated class. The following are examples of places that are off limits:
  - ◆ School office
  - ◆ Teacher's Lounge
  - ◆ Teacher's desk or files
  - ◆ Other student's desk or locker
  - ◆ Classroom when teacher is out unless permission granted
  - ◆ Other classrooms
14. Students may not leave school grounds during school hours without permission from parents and teachers, and must have a note in the school office to leave school with another student.
15. Girls and Boys may not leave school with each other unless each student's parent calls and sends a note to the school office to approve it each time.
16. **TELEPHONE USE:** The school phone is reserved for official school business and emergencies. If a student should have to use the phone, his/her teacher will make the call for them. Calls will not be put through to a student unless a parent has an emergency and is calling. Otherwise, a message will be given to the student.
17. **SOCIAL MEDIA POLICY:** Students who engage in social media activity, operate a personal website or contribute to a blog are encouraged to do so responsibly and follow Christian principles of decency and kindness. (Facebook, Instagram, Pinterest, Twitter, YouTube, etc.) Students must never post a comment defaming the character of a student or ministry staff member.  
 Students must never post content that is derogatory toward another young person to the degree that is would be considered "Cyber Bullying" by the administration. **School policy will be enforced.**  
 If it is reported and confirmed that a student has posted comments or pictures that violate school policy, the school reserves the right to exercise discipline accordingly.  
**We strongly recommend that parents consistently supervise their young people's use of all social media sites, Internet services and mobile apps.**  
 We further recommend that parents restrict their young people from using sites that have poor control, display regular ungodly advertising banners, provide easy links to ungodly material, etc.

## **Disciplinary System- Elementary Rules**

A major part of training children is discipline. Therefore, we are asking each parent to read the rules carefully and know what is expected of each child. Conferences will be held for major offenses. The parent must attend if a conference is required. Depending on the nature of the offense, the student may not be admitted back into class until the conference has taken place.

### **\*Minor Offenses: One mark**

- ◆ Talking without permission in the classroom, dining hall, restroom, or hallway
- ◆ Out of seat without permission
- ◆ Touching other's belongings
- ◆ Touching other students
- ◆ Misbehaving in the restroom or hallway
- ◆ Leaving books in book bag or locker
- ◆ Using insulting language towards teachers and students
- ◆ Not following instructions
- ◆ Not paying attention in class

\*After several marks, the student may lose a privilege or be given sentences for these offenses at the teachers discretion. Any unfinished work or corrections may result in loss of break or playtime to finish the work.

- ◆ **If a student accumulates more than 15 marks in one week, the parent will be called for a conference to discuss punishment.**

- ◆ **If a student accumulates seven marks in one day from the above offenses, the results will be as follows:**

**First Offense:** Verbal warning and the parent will be notified.  
This will be the only warning for both child  
and parent for the entire year.

**Second Offense:** Seven marks will then be treated as a major offense – see  
punishment below.

- ◆ **Fifteen marks in one week will also revoke the child's privilege to participate in any special activities.**

### **Major Offenses: Parent/Teacher conference to discuss punishment.**

- ◆ Fighting
- ◆ Stealing
- ◆ Swearing
- ◆ Lying *\*Hiding unfinished work in the desk will receive the same punishment as lying to the teacher.*
- ◆ Direct Disobedience
- ◆ Destruction of school property- *to be repaired at parent's expense.*

- **Not finishing work in the allotted time** – *This rule applies to students that waste time in class or write down a large number of unreasonable answers.*
  - First Offense:** Verbal warning and parent will be notified.
  - Second Offense:** Parent/Teacher conference to discuss further punishment for each offense thereafter.
- **Incomplete homework: K-6th:** First offense –1 mark, Second offense –2 marks, Third offense- 3 marks, Fourth offense and thereafter – Parent/Teacher conference to discuss further punishment.
- **Cheating will carry the following punishment:**

Kindergarten – Second Grade

First Offense: Verbal warning and explanation of the wrong doing  
 Second Offense: Parent/Teacher conference to discuss further punishment and a zero on the test or quiz.

Third Grade – Sixth Grade

First Offense: Parent/Teacher conference to discuss punishment and a zero on the test or quiz.

➤ **The following rules apply to the Third Grade – Sixth Grade**

- **Rough Housing**

First Offense: Verbal Warning - parent notified  
 Second Offense: Loss of break - parent notified  
 Third Offense: Parent/Teacher conference to discuss punishment

- **Direct Disrespect**

First Offense: Verbal Warning - parent notified  
 Second Offense: Parent/Teacher conference to discuss punishment

## **DISCIPLINARY SYSTEM - GRADES 7-12**

As a student enrolled at WPCS, please understand that attending WPCS is an administrative choice, not a right. Consequently, you are expected to conform to the standards of conduct set forth by the school. When your conduct or attitude is in violation with WPCS standards, you will be asked to withdraw from WPCS. This entails conduct outside as well as during school hours which is unbecoming to a Christian. **Each 7<sup>th</sup> –12<sup>th</sup> grade student will be required to sign a standard of conduct form.**

### **DAY BY DAY RULES**

1. Seniors who leave early on a regular basis must have a permission slip signed by a parent on file in the office.
2. Any student remaining on campus after their regular classes will be assigned to Study Hall, Teacher's Aide, or another class until 3:00 P.M.
3. Students are not allowed to leave campus for lunch nor have lunch delivered to campus without prior permission from the Administration (*Please limit this to once a month.*) A menu is provided so that students and parents know in advance if their child needs to bring a lunch to school with them.
4. Students are not allowed to have off-campus visitors without permission from the Administration. Each visitor must abide by school rules of conduct and dress.
5. Students may not sit in cars with their peers, nor loiter in the parking lot, nor wander through unauthorized areas before, during, or after school hours. Students may not go to their car without permission from a teacher.

To ensure an environment that is Christian and conducive to learning, WPCS uses conferences, demerits, suspensions, and expulsions to maintain discipline and uphold its rules and regulations. It is not the intention of WPCS to use discipline to show force. It is WPCS' intention to maintain an environment that is distinctively Christian for the students and upholds high academic standards.

### **DEMERITS**

Demerit marks are given for disturbances. Each demerit slip issued will be sent home for the parent's signature. Any questions or concerns should be communicated to the school immediately. Three (3) demerits will result in the loss of break or a privilege. Four (4) demerits will result in 40 minutes of after school detention. Five demerits (5) will result in the loss of break or a privilege and 50 minutes of after school detention. Students will be required to do the work assigned by the teacher during detention. The detention will be assigned on a certain date. Failure to report to detention could result in an In School Suspension (ISS) the following day with zeros in all classes. The student must do the work assigned by the teacher during detention. If assignments are not completed, the student will then stay the next detention day(s) until the work has been completed. The teacher giving detention will assign the amount of work. All punishment will be carried out as soon as possible. If a student receives demerits for two separate offenses in one day, he will serve his detentions in consecutive days if necessary. **If a student accumulates 50 demerits, his parents will be called into a conference with the Administration before he can be re-instated in regular classes.**

## DEMERITS ARE ISSUED AS FOLLOWS

### MINOR OFFENSES

**Demerits will increase for repeated minor offenses:** First offense = 3 demerits: Second offense = 4 demerits; Third offense = 5 demerits. This will reset at the beginning of each quarter.

Excessive talking without permission  
Out of seat without permission  
Disturbance in hallway  
Scuffling or rough housing  
Unexcused tardy  
Temporary unexcused absence  
Chewing gum (no gum allowed on grounds)  
Bringing unauthorized materials to school  
Eating food or candy during school hours other than lunch or break  
Using telephone without permission  
Going out to vehicle without permission  
Disrupting class  
Slang/coarse language  
Lack of classroom materials  
Violation of dress code

*(Note: If a student comes to school dressed immodest or out of dress code repeatedly, he/she will be sent home and counted unexcused.)*

### MAJOR OFFENSES

The following offenses will result in 5 demerits or in-school suspension as determined necessary by the Administration consisting of Pastor, Principal, and teaching staff:

Disrespect to a staff or faculty member: **Example of disrespect-** *tone of voice, body language (rolling eyes, shrugs, slamming doors or books down, etc.) touching, bumping, or hitting staff members; rudely interrupting teachers, grumbling, complaining about the rules, assignments, school, or teachers; Not addressing or answering a teacher with respect; and defiance against a teacher's instruction -direct disobedience.*

Cutting class  
Profanity or use of vulgar language or signs (spoken or written)  
Cheating (also "0" on the work)  
Stealing or Vandalism to church or school property (repairs and replacement expenses will be left to the parent and/or student.)  
Leaving school grounds without permission from the Administration  
Unexcused absence **(Also will receive a "0" on all work, quizzes and test taken during absence.)**  
Fighting  
Violation of boy-girl relationship  
Lying to a teacher/staff member



Misconduct during Chapel

Harassment of other students

Use of or possession of tobacco or vaping products while at WPCS

Promoting the rock culture by your appearance, speech, or having rock music on church or school grounds.

Driving reckless on school grounds which includes the highway between the blinking school signs: **1<sup>st</sup> offense**, *loss of driving privileges for 1 week*; **2<sup>nd</sup> offense** *results in loss of driving privileges for the remainder of the school year*.

### IN-SCHOOL SUSPENSION

**If a student is assigned In School Suspension (ISS)** the teacher will assign work for the student to do in isolation. Student must eat lunch alone. No breaks, PE, or regular classes. A student who is suspended will receive zeros in all classes for the period suspended. A school official will inform parents if their child is to be suspended.

### EXPULSION

A student may be expelled if deemed necessary by the Administration for the following offenses:

1. Drink or have in your possession any alcoholic beverage with the intention of personal consumption or contributing to the consumption of others either on or off campus.
2. Use, make pretense of using, have in your possession, or encourage others to use illegal drugs at any time. Students suspected of using drugs will be required to submit a drug test conducted by a laboratory approved by the school at the parent's expense.
3. Conduct yourself immorally, participating in sexual activity. WPCS believes that pre-marital sex is sin and we will not condone such actions by students.
4. Promote X-rated movies/videos or pornographic materials.
5. Bring firearms or any other dangerous weapon to school.
6. Threaten another student or teacher with bodily harm.

Any student observing questionable activities or conversations should immediately tell his teacher. This is not tattling. *James 4:17 "...to him that knoweth to do good, and doeth it not, to him it is sin."*

**WPCS will have no obligation to a student who is expelled.**

## DRESS CODE

(Dress Modest, Deut. 22:5, I Timothy 2:9)

White Plains Christian School students are required to abide by a dress code. By requiring students to meet certain standards, their own personal standards are raised. The main goal regarding dress code is for the students to look nice and modest. The older students also are to be an example for the younger students in dress as well as character.

Please be sure that your child is properly dressed each morning. Should a student come to school not in dress code, he/she will get marks (Elementary) or demerits (7<sup>th</sup> –12<sup>th</sup> grades). If your child comes dressed immodest, the parent will be called to pick him up and he will receive an unexcused absence.

### Girls K-4 THROUGH GRADE 12

**BLOUSE OR SHIRT:** May be multicolored and have prints. Must not be tee shirt or sweatshirt material. Does not have to have a collar. Must be no lower than the width of three fingers from the collarbone down. No see-through material is permissible. No cartoon characters or anything objectionable or offensive to Christian character and values. Short sleeves must be full sleeves. No cap sleeves. If wearing a skirt, shirts must cover the stomach when hands are in a raised position. No large designer logos will be acceptable.

**JUMPERS:** Any style jumper is acceptable with the following stipulations: Splits must be sown as not to show the back of the knees. No tight fitting jumpers. No worn or faded jumpers. Length must cover the entire knee when sitting or standing.

**SKIRTS:** Dress or Khaki colored. No jean. Skirts must cover the entire knee when sitting or standing. Splits must be sown as not to show the back of the knees. All see-through material must be worn with a slip. Skirts must not be tight fitting.

**LEGGINGS:** Solid-colored footless tights or footless leggings are not to be wore as a part of a young lady's attire, unless wore with boots or socks as covering.

**DRESSES:** Dresses may also be worn. They must not be tight fitting. Must cover the entire knee when sitting or standing, and must be no lower than three fingers width from the collar bone.

**SHOES:** Flat, canvas or leather, non-marking tennis shoes are acceptable (any color). No high top tennis shoes. No cartoon characters or anything objectionable or offensive to Christian character and values. Conservative, plain dress shoes are acceptable. No flip-flops. The Principal must approve questionable styles. Boots are permissible during cold weather. Tennis shoes are required for PE (**Girls 6<sup>th</sup> grade and under: No backless shoes, No hose or heels. Shoes need to be so they can play in them.**)

**CULOTTES:** For PE and other related activities and functions: Culottes must cover the entire knee. Not tight fitting. No shorts or pants of any kind. **This applies to all school functions- Ball games Home or Away, etc.**

Girls in K5-6 grade may not wear any make-up, but may wear nail polish. Girls in grades 7-12 may wear a modest amount of foundation, blush, mascara, and lip-gloss. No blue or unnatural color eyeliner or mascara. No heavy eye shadow. No heavy lipstick. Nail polish may be worn. Earrings are to be ¼ inch in diameter or less (about the size of a dime.) No dangling earrings.

No gages. No questionable necklaces or chokers. No questionable pins. No ankle bracelets. No more than two earrings are to be worn. Earrings must be worn in the ear lobe only.

**Girl's hair: Highlights should be kept to a minimum. No abnormal or unnatural colors such as green, pink, blue, burgundy etc.**

## BOYS K4 THROUGH GRADE 12

**PANTS:** Any dress pants and navy blue or khaki casual pants are acceptable. 7<sup>th</sup> – 12 grades no jeans. However, the K-6<sup>th</sup> grade boys may wear jeans with the following exceptions:

- ◆ No stressed jeans
- ◆ No wide leg jeans
- ◆ No faded or worn looking denim jeans **Note: If a student repeatedly abuses the jean rules, he will not be allowed to wear jeans the remainder of the year. He will be required to wear khaki or dress pants.**
- ◆ Must wear a belt if pants have belt loops. Cannot cut loops off. Only pants designed to have no belt may be worn without a belt. Belts must be in loops, not hanging down.
- ◆ No shorts of any kind are to be worn as a part of the student uniform.

**SHIRTS:** May be multicolored or prints, but may not be effeminate. Shirts do not have to have a collar, but must have at least two buttons down from the neck of the shirt. No tee shirt or sweatshirt material is acceptable. Shirrtails must be tucked in. No large designer logos will be acceptable. Neckties are not required except for Jubilees and special events, (7<sup>th</sup> –12<sup>th</sup>)

**SHOES:** Any color of non-marking tennis shoes will be acceptable, but must be tied and not loose fitting. No cartoon characters or anything objectionable or offensive to Christian character and values. Casual or dress shoes may be worn. The Principal must approve questionable styles. Tennis shoes for PE are a requirement.

**JEWELRY:** No jewelry of any kind is to be worn by young men, including but not limited to the following: No necklaces, earrings, ear piercings, thumb rings, nose rings, or bracelets, etc.

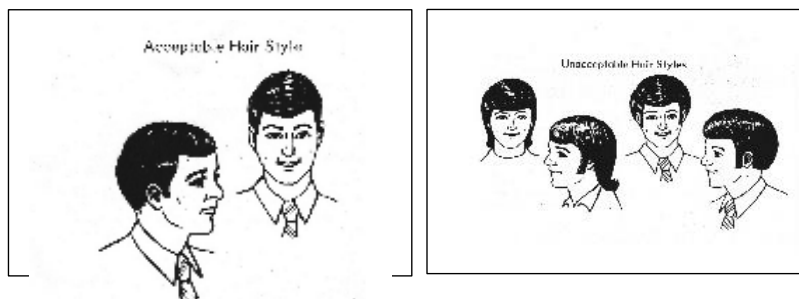
**BEARDS:** Boys are to be clean-shaven, with no stubble. Mustaches are not allowed.

**HAIRCUTS:** Men and boys (*see sample drawings below*). A student should not have to be told that a haircut is needed. Students will be sent home until hair meets these standards.

Hair should not be excessively bushy or turned up on the ends. Hair cannot touch eyebrows or ears, or have an unkempt appearance.

Hair should be properly thinned, even tapered, must conform to skull, and be off the collar (*doesn't curl up*). Sideburns should come no lower than the middle of the ear.

Spiked hair, man buns, ponytails, mullets, rat tails, mohawks, perms, bowl or stair step cuts, etc.. are not allowed as part of a boys haircut style. **No dyed hair, highlights, or designs.**



**GENERAL:** No pullover sweat shirts or hoodies of any kind are part of the student uniform and are not to be worn to school. Button-up sweaters, jackets and non-athletic quarter zip dress shirts may be worn during cold weather. Shirt jackets are permissible only if they have a square, straight end; no curved shirttail type. jackets, coats, sweaters, etc. may not be buttoned or zipped up in class.

No student is allowed to wear excessive bracelets or wristbands of any kind. Students may however wear one athletic wristband per arm.

Dress code attire must be worn every day except the day before these holidays- Thanksgiving, Christmas, Easter, and the last day of school unless otherwise authorized by the Administration.

**\*\*\*Also please note-All rules will apply at all school activities and functions.\*\*\***

**PE:** Boys and girls. 7<sup>th</sup> – 9<sup>th</sup> grades. **P.E. uniforms must be worn each day. WPCS T-Shirts and culottes (*Girls*) must be purchased from the WPCS office. Must wear tennis shoes and socks. Boys must wear navy, black, or gray athletic pants.**

### **No Tolerance Award**

WPCS believes that a student should be rewarded for good behavior. We use a program called No-Tolerance to reward students who meet certain criteria during each month of the year. The requirements are as follows:

- ◆ A student must not be absent.
- ◆ A student must not be tardy. However, tardies for doctor or dentist appointments will not be counted against a student's *No Tolerance* provided a doctor's appointment card was turned in at least 5 school days in advance.
- ◆ A student must not have acquired any demerits during the month in 7<sup>th</sup> - 12<sup>th</sup> grades.
- ◆ A student must not have more than fifteen marks during the month in grades K-6<sup>th</sup>.

**All Students meeting the above requirements will observe No Tolerance on each Friday, starting in September, unless otherwise stipulated. The students may wear fun day clothes on this day.**

### **FUN DAY CLOTHES**

“Fun Day” clothes consists of casual clothing students may wear on special occasions such as no tolerance and holidays, all other dress code rules still apply. Boys may wear standard blue jeans, standard solid athletic pants, and T-shirts but the attire may not be effeminate. Girls may wear school approved culottes, jean skirts, sport skirts, and T-shirts. Sweatshirts may also be worn.

## SPORTS RULES

- ◆ When a student signs up for any sport, if he/she quits or is dismissed from any sport, that student will not be eligible to participate in any other sport at WPCS for 1 full calendar year.
- ◆ Grades must be kept up to an 80 average, and a student must not be failing any subject.
  - ◆ Grades are checked after the first 6 weeks of school and every 3 weeks thereafter.
  - ◆ If grades are not up, players must be at all practices, and must attend all home games where they must dress up and sit on the bench. A player may not attend any away game until his grades are brought back to the minimum.
- ◆ Players must be at every practice
  - ◆ 1<sup>st</sup> miss – cannot start
  - ◆ 2<sup>nd</sup> miss – sit out 1<sup>st</sup> quarter in basketball, or 3 rotations in volleyball
  - ◆ 3<sup>rd</sup> miss – sit out 1<sup>st</sup> and 2<sup>nd</sup> quarter, or 6 rotations in volleyball
  - ◆ Anyone missing more than three practices in a row will be considered to have quit. (Exception: Medical reasons approved by coach)
- ◆ Coaches will not tolerate bad attitudes, back talking or smart mouthing- this will be punished by wind sprints or extra laps.
- ◆ Must dress up for all games unless otherwise directed. Boys must wear dress pants, button up shirt and tie. Girls must wear nice dress clothes. Abide by the school standards. Splits must be worn as not to show the back of the knee.
- ◆ All players must ride the bus to the games. May only ride back from games with parents, no one else unless the player has a written note from parent for each time.
- ◆ If players drive to practice they may not leave until practice is over. Also, no reckless driving or tire spinning.
- ◆ Bus seating- Players, staff and family members if there is room. The coach will decide seating arrangements.
- ◆ Technical Fouls- players will sit at least one quarter. Player may sit longer depending on the nature of the foul.
- ◆ Players are responsible for their sports jerseys. If damaged or lost they will have to replace them at their expense.
- ◆ Age Limits: Junior Varsity Teams: 7<sup>th</sup> – 10<sup>th</sup>. Varsity Teams: 7<sup>th</sup> – 12<sup>th</sup> chosen from eligible players by the sports coaches. Cross Country: 6<sup>th</sup> -12<sup>th</sup> . Due to state association guidelines for team sports a 6<sup>th</sup> grade student may not participate in any state association game, however they may participate in each practice and travel with the team.
- ◆ First year players and younger players may sit the bench more than others.
- ◆ All school rules apply at sporting events- home or away.
- ◆ Each participant must have a physical before participating in the first practice. No player will be permitted to practice without a physical.
- ◆ If a student is absent from school or leaves school early he may not attend the practice or game on that day. Exceptions will be as follows: If the student had to be absent for a doctor's or dental appointment, a written confirmation with the doctor's signature will be required if the student is to participate in the practice or game.

**The coaches of each team will handle all discipline concerning sports.**