

Tuition / Fees

All tuition fees are payable September 1st through May 1st

Preschool

\$50 enrollment fee

3 days per week - \$345/month

4 days per week - \$460/per month

5 days per week - \$550 per month

Pre-Kindergarten

\$50 enrollment fee

4 days per week - \$460/per month

5 days per week - \$550 per month

Primary & Middle School

\$100 enrollment fee - *due upon enrollment*

\$150 book fee - *due August 15th*

\$150 supplies fee - *due August 15th*

\$650 per month - *September 1st through May 1st*

Extended Care

Only LCCS students are eligible for Extended Care.

Charges are \$3 per hour

There will be a \$5 per minute charge for any child left at LCCS past 5:30 p.m.

If a child is not clocked out, the computer will bill the account at 5:30 p.m.

The computer does the billing each weekend. Extended Care filing will be in the Yellow or Red file the following Monday.

Extended Care fees are due that Wednesday.

Lake Country Christian School Student Handbook

*If I can do it,
I can learn it.*



4101 S. Maple Dr.
Sand Springs, OK 74063

Phone : (918)-245-6602
lakecountrychristianschool@cox.net
www.lakecountrychristianschool.com

Outdoor Play

LCCS outdoor play is an important part of each student's day and contributes to student health and well-being. Unless it is raining, students will go outside each day.

All students who are well enough to be at school are expected to go outside. Please do not request that your child stay inside if others are going out.

Parents are responsible for seeing that their child brings appropriate clothes for outside play.

Send a coat if it is cool. During the winter please send gloves/mittens and a hat to leave at school.

Bad Weather Policy

LCCS will be closed due to bad weather IF the Sand Springs Public Schools are closed. If they are open, LCCS is open.

Lake Country Christian School Inc., admits students of any race, color, national origin to all the rights, privileges, programs, and activities, generally accorded to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship, athletic, and other school administered programs.

Middle School

Extended Care is from 7:30 to 8:20 and 3:00 to 5:30.

Class is from 8:20 to 3:00.

Students who arrive before 8:10 should go to the Primary Classroom and will be taken to the Middle School by a teacher at 8:10.

Middle School students will clock themselves in and out.

Students must let a teacher know when their ride is ready to take them home.

A teacher will take Extended Care students to the Primary Room after school.

LCCS staff will not allow a student to leave with anyone who is not designated in writing on the enrollment form by the parent or guardians.

Note: Five (5) tardies will result in termination of enrollment.

If a child is going to be tardy, the parents need to call the office before 8:00 a.m.

Enter the parking lot from Maple Dr. and exit onto 41st Street.

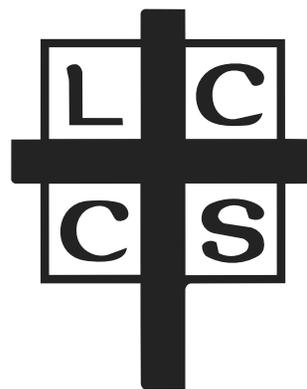
Student Phone Policies

All phone notifications must be turned off.

All phones must be turned off.

Primary students' phones must remain in the book bag all day.

Middle School students' phones will be turned in upon arrival.



Student Handbook

Superior education from a Christian perspective

Mission Statement

Lake Country Christian School provides academically able students with a superior education in a Christian world view.*

Statement of Faith

We believe there is one God, existent in three persons—Father, Son, and Holy Spirit.

Matthew 28:19

We believe the Bible is the infallible, inspired, authoritative, inerrant Word of God.

2 Timothy 3:16

We believe in the deity of Jesus Christ, His sinless life, atoning death, resurrection, ascension to the right hand of God, and His return in glory.

John 1:1 -14, Luke 24:26, Hebrews 9:28

We believe that God created man and woman and marriage is between one man and one woman.

Genesis 1:27, Matthew 9:4

**LCCS is a non-profit 501(c)(3) Christian School. It is not sponsored by any church or organization but operates on tuition and fees.*

Admission

Parents and the child must visit Lake Country Christian School before applying for enrollment. During the visit, the parents and child will be interviewed by the director, and tour the facility.

Parents must complete the enrollment forms which include a health care summary and immunization record, as well as required family and emergency information. Parents will also be required to sign the Parents Contract for Enrollment, which states that the parents and student have read the LCCS Handbook, agree with the LCCS policies, and accept the required financial responsibility.

No student will be admitted who has ever been expelled or suspended from any other school, public or private.

No student will be admitted who is or has been on an I.E.P.

Withdraw / Termination

Students may be withdrawn from LCCS with a one-month written notice.

If a student attends any days from 1 to 20+ in a month before withdrawal, full tuition is required for that month.

If the LCCS administration and staff feel that a student's needs are not being met by this school, the school reserves the right to terminate enrollment on a timeline that is in the child's best interest.

Arrival & Departure

Preschool & Pre-K

Extended Care hours are 7:30 to 8:50 and 2:30 to 5:30.

Preschool and Pre-K hours are 8:50 to 2:30.

Class begins at 8:50. Students need to be at school by 8:45. A parent or designated adult **MUST** accompany the student into the building and check the student in on the computer. No pre-K or preschool student is allowed to use the computer.

The parent or designated adult will help the student put belongings in his/her locker, taking the lunch pail out of the book bag. Then take the student to the classroom.

Upon departure, a parent or designated adult **MUST** let a teacher know that he/she is leaving with the child.

The Yellow File should be checked for communications.

There is a 20 minute grace period before Extended Care fees will be charged before and/or after school.

Primary School

Extended Care hours are 7:30 to 8:20 and 3:00 to 5:30.

Primary School hours are 8:20 to 3:00.

A parent or designated adult **MUST** accompany a student into the building and check him/her in on the computer.

A student must be age 8 to use the computer to clock in or out.

Upon departure, a parent or designated adult **MUST** let a teacher know that he/she is leaving with the child.

The Red File should be checked for information.

Safety / Security

LCCS conducts quarterly fire and tornado drills with all students.

Primary, Preschool, Pre-K building: The security system on the front door is for each child's safety and requires a security fob to get in. These are available for \$10 in the office.

Middle School building: The doors are kept locked. The teachers will open it when necessary.

The front doors are lined with a shatter-proof security film.

There are security cameras inside and outside of the buildings.

Bullying in any form will not be tolerated and is grounds for expulsion.

Mandatory Child Abuse Reporting Requirements

The State of Oklahoma requires mandatory reporting of child abuse.

Any LCCS personnel, having reason to believe that a child has been subjected to injuries that have been inflicted upon the child as a result of abuse or neglect shall report immediately to their immediate supervisor.

The immediate supervisor shall document the report and submit to local Law Enforcement officials or to the Department of Human Services as required by Oklahoma Law. Any person failing, neglecting or refusing to report a suspected case of child abuse may be subject to civil sanction and penalties.

LCCS will:

Teach by daily Bible lessons (not teaching any church's specific doctrines) that God is the creator of the universe, Jesus is His Son, and the Holy Spirit is our guiding force.

Teach by lesson and example that God made each of us special, with a plan for our lives, and He loves us.

Provide an environment that gives our students the opportunity to learn by doing-moving from concrete, hands-on experiences, to more abstract concept development which promotes a lifetime of creative living and learning.

Encourage social development by providing appropriate opportunities to engage with others by creating positive social situations.

Provide experiences to develop responsibility for one's own actions in self-help, health, and interpersonal areas, and to exercise appropriate independence.

Encourage physical development through participation in free play on the playground and athletic activities.

Encourage creativity by offering many kinds of materials and experiences in music, art, dramatics, literature, and oral skills.

Provide project-base experiences, especially in Science and Social Studies.

Parent Communication

Lake Country Christian School is a family-oriented school, and personal contact with parents is maintained as often as possible. By sharing information concerning each student's activities and welfare, we can work together to meet the student's needs.

Parents and caregivers must sign up in the office for the group text (REMIND). If you get a text from LCCS, please read it immediately.

Parents and caregivers: We must have your email address. Email is used for communication. Please check your email frequently.

A monthly calendar will keep parents informed of school activities.

Evaluations will be sent home at the end of each quarter.

Parent-Teacher conferences will be scheduled in November and May, and if parents or teachers would like any additional conferences, the director will schedule them.

The administration will make every attempt to notify parents via phone, text, email, and written notes whenever a situation arises about which a parent should be aware. We require that parents keep the staff informed of their needs, concerns, and feelings concerning their student. Parents are expected to be a partner in their child's education.

Each student is expected to be responsible for his/her own belongings.

All student's belongings, including coats, need to be labeled.

Illness / Injury

LCCS is concerned with the total health of all students. We consider the health of each individual child, as well as the chance of an ill student exposing others.

If the LCCS administration determines that a student is sick, the student will go to the school office, and the parents will be phoned.

The student **MUST** be picked up within one hour.

Parents or an emergency contact should always be available for a call while a student is at school.

Parents or guardians should call the school before 8:00 if a student is sick.

A student must be fever-free for 24 hours with no medication before returning to school.

Medication **CANNOT** be sent in a student's book bag. Medication must be given to a teacher, and a medication form must be filled out. A teacher will administer the medication.

Minor injuries will be handled at school.

In case of major injuries, parents will be notified immediately while first aid is being administered.

Tuition / Fees

LCCS is a private school that operates on the tuition paid by each child. LCCS is not subsidized by any church or organization. It is a non-profit, 501(c)(3) corporation.

The tuition can be paid for the year in September, by the semester in September and January, or monthly. Yearly tuition is divided by 9, and monthly tuition is due on the first of the month, September 1 through May 1.

Tuition payments can be cash or check and placed in the white mailbox by the office door.

Any account delinquent after the 5th of the month will be charged a late fee of \$20.00.

Any account delinquent after the 10th of the month will be considered as non-payment. All monies will be due at once and enrollment at LCCS will be terminated.

If payment will be in jeopardy because an unexpected situation arises that endangers payment, contact the director or administrator immediately.

Parents and caregivers: We must have your email address. Email is used for communication.

Please check your email frequently.

A monthly calendar will keep parents informed of school activities.

Attendance

If a student is absent, the parents must call the office before 8:00 a.m., otherwise it will be considered an unexcused absence.

Dress Code

Students are not required to wear uniforms; however, they are required to dress appropriately and modestly.

Girls: No midriff or navels showing (no crop tops); no short shorts, no spaghetti strap tops; no tank tops; no underwear showing; shorts or leggings must be worn under dresses or skirts.

Boys: Pants must be heel length maximum; no navels showing; no tank tops; hair maximum collar length; bangs maximum eyebrow length; no sagging pants; no underwear showing.

Both: No shirts with words or pictures that are inappropriate in a Christian school; must maintain personal hygiene.

Field Trips

The permission form for field trips is in your Enrollment Packet.

The field trips are listed on the calendar.

Parents are always welcome to accompany your child's class on a field trip.

Reasons for Termination of Enrollment

Non-payment and/or lack of adherence to LCCS tuition policies.

Lack of cooperation from the parents with the school's effort to resolve differences and/or meet the student's needs through parents/staff conferences.

Abusive behaviors and/or verbal threats by parents or students toward LCCS staff, other parents, or other students.

Parents disciplining, in any way, students other than their own while at LCCS or any LCCS activity.

Students exhibiting special needs that cannot be met by LCCS staff.

More than five (5) tardies.

Vandalism of school property.

More than three (3) unexcused absences.

Inappropriate dress.

Use of any social media while on school property.

Abusing personal electronic device usage.

Meals

No student may bring in breakfast and eat it at school.

All students need to bring a lunch every day that he/she can manage and has everything that is needed (drink, spoon, napkin, etc.).

Lunch should be sent with your child at arrival.

Do not bring in a restaurant lunch for your child.

A microwave is available for Primary and Middle School students, but the students must be able to use the microwave by her/himself.

No student can bring food that needs more than one minute to heat or cook.

Do not send:

Vienna sausage in the can.

Candy, gum, pop.

Unpeeled oranges or hard-boiled eggs.

Lunchables (Pizza, Hamburgers, Hot dogs, Tacos, Chicken nuggets)

Go-Gurts.

Open beef jerky at home and put in a zip-lock.

Snack will be served to Extended Care Preschool and Pre-K students at 3:00. Primary and Middle School students will have snack at 3:30 if staying for Extended Care.

All snack food has to be eaten in the Playroom. No child can eat snack walking down the hall to the front door.