



# STUDENT HANDBOOK



Advancing Minds  
Building Relationships  
Shaping Christ-Like Character

## Mission Statement

Community Christian School partners with families  
to provide students with a comprehensive Christ-centred education  
forming a foundation for service in God's world.

# COMMUNITY CHRISTIAN SCHOOL



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# COMMUNITY CHRISTIAN SCHOOL



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## Welcome!

Dear Students,

Greetings! I am excited to start our new school year with you! Do you realize that teachers, staff and volunteers have been excited to begin as well? They have been busy preparing for this school year in anticipation of the glory of God to be on display through you, our students! Yes, this is an awesome place to be. Not too big to get lost, not too small to feel lonely. Whether you are new to CCS or are a returning student, we are praying every day that you will experience God's love through His people at CCS. We also pray that you will feel that CCS is YOUR school!

This booklet is put together to help you understand how CCS is organized, how you will stay safe, and how you will best experience success with learning at CCS.

God has made all of us as image-bearers of Christ! He has also created us with the ability to make choices – with the ultimate choice of accepting His invitation to love and follow Him. He did not create you to be robots, but living, breathing, unique individuals. At CCS, teachers and staff are here not only to help you receive a good education, but to also help you develop in a way that honours your Creator. Have a look at the mission of CCS printed on the cover. That's what we are about!

CCS will guide you to learn about God's world and about how He created YOU to Learn, Live and Serve! May you be richly blessed by your experiences here!

In His service,

Mrs. Bergsma  
Principal



## Student Code of Conduct

### My Relationship with God

Because Jesus reminded me to love God with all my heart, with all my soul and with all my mind (Deuteronomy 6:5; Matthew 22:37):

- I will speak of God in respectful ways.
- I will seek a close relationship with God through Bible reading, prayer and sharing.
- I will approach learning about God, and the world He made, as an act of service to Him.

### My Relationship with Others

Because Jesus reminded me to love my neighbour as myself (Leviticus 19:18; Matthew 23:39):

- I will be respectful to and obey those in authority.
- I will not condone any disrespect or disobedience by others to those in authority.
- I will be respectful toward others and their property.
- I will address others properly and not resort to name calling, swearing or dirty language.
- I will encourage everyone to feel included.
- I will not use my strength (physical, emotional or intellectual) to get my own way or hurt others.
- I will apologize when I fail and seek God's strength to live in fellowship with others.

### My Relationship with the World

Because Jesus created this world (John 1:3), He calls me to follow Him as a steward who cares for and restores what is broken in this world (Matthew 20:25-28; Matthew 25:31-46), therefore:

- I will take delight in learning about the world God has made and the people who live in it.
- I will do all my work diligently and to the best of my ability.
- I will respect school property, report any damage and volunteer to pay for damages if I am responsible.
- I will keep the school and grounds clean.
- I will use only the resources I need to complete my work.

# COMMUNITY CHRISTIAN SCHOOL



## Student Goals

The most important lessons at Community Christian School help our students to . . .

1. Have a personal relationship with Jesus Christ and a passion to serve him by serving others.
2. Have a knowledge that this world belongs to God and that all of creation is to honour him, and be able to apply his/her skills as a good steward of all areas of god's creation.
3. Have developed his/her own unique talents and be able to appreciate the uniqueness in others regardless of race, colour, or ethnicity.
4. Be committed to a life of loyal, servant-leadership in the local church and community.
5. Be able to discern right from wrong and good from evil and have a commitment to act on this discernment.
6. Be able to effectively communicate, both verbally and in writing, and persuasively present his/her point of view.
7. Think critically, work on teams cooperatively, and solve problems.
8. Have attained an academic competence necessary to pursue a secondary education.
9. Follow the norms for good health and physical fitness, respecting the body as a temple of God.
10. Through participation in athletics (interscholastic or intramural), be equipped with a Christian approach to wellness and be capable of exhibiting his/her faith and Christian character in competitive situations.
11. Apply Biblical principles to his/her family, church and work.

## Courtesy

It is essential that students show the right attitude towards their neighbour. Please take to heart the following guidelines of courtesy:

1. Be reverent during prayer and Bible reading.
2. Use proper forms of address and greeting.
3. Walk around those engaged in conversation.
4. Do not interrupt others who are speaking.
5. Be kind and respectful of others.
6. Remove hats when entering the school building.
7. Be especially helpful and friendly to younger students.
8. Cover your mouth when you cough, sneeze, yawn, etc. Do not spit.
9. Speak encouragingly to one another. Do not gossip or slander anyone.

# COMMUNITY CHRISTIAN SCHOOL



## Arriving At School

Students are not expected to be on school grounds until 7:55 am when supervision starts. An adult(s) is on supervision duty whenever students are outside beginning at 7:55 am - 3:15 pm. There is no supervision before 7:55 am or after 3:15 pm.

When late, you miss or interrupt classroom devotions. To respect classroom devotions, when late, you are to quietly wait by the office until morning devotions are complete (classroom door will open to signal the end of devotions).

With the exception of in-class time, you are to be outside unless permission from a staff member is obtained. In the case of rain or a minimum wind-chill factor of  $-25^{\circ}\text{C}$ , all students will be invited inside.

## Leaving School During School Hours

In general, you are required to remain on the school grounds during the day. Exceptions require a note from your parents and/or an agreement with the school. You are required to sign in and sign out when leaving school or returning to class during school hours. You should obtain a late slip from the office to be admitted to class.

## Recess

### Warm Weather Expectations:

- You need a note from your parents/guardians to be able to stay inside for any recess. A parent/guardian may do this with a telephone call to the office.
- When you are outside, permission is required from the teacher on duty to enter the building before the bell sounds.
- No student is permitted to climb onto the roof.
- No student is permitted to climb on or over the fence. Ball retrieval needs permission and supervision from a teacher on yard duty.
- Throwing of any articles, except appropriate items such as balls, is not permitted.
- When the bell rings, you are to come quickly and line up in an orderly fashion.

### Winter Expectations:

- Do unto others, as you would have them do unto you.
- DO NOT take other people's winter clothing.
- No face-washing or putting snow in clothing.
- Do not throw snow or snowballs.
- At recess, you are to be outside unless there is permission granted from a staff member. In the case of rain or a minimum wind-chill factor of  $-25^{\circ}\text{C}$ , all students will be invited inside.



## Hockey Time Expectations:

- There will be no body contact, whether with the body or the hockey stick.
- There will be no high-sticking above the waist. No 'golging' either.
- You may use only your own stick.
- Sticks must be stored neatly in the container. They may not interfere with people going in or out of the back hall. Hockey pads must be stored out of the way.
- Grades 1-4 may play together. Grades 5-8 may play together.
- Failure to obey these rules may lead to one of these consequences:
  - Loss of the hockey stick for recess, a day, or a week.
  - Sitting out of the game (penalty) for a period of time such as five minutes, recess, a day, or a week.
  - Writing out the hockey rules.
  - For more serious or repeated disobedience, suspension may occur.

These expectations exist so that ALL students may play safely.

## Dismissal

You are expected to have left the school property within 15 minutes of dismissal. Exceptions are those involved with a school activity or otherwise under a teacher's supervision.

## In-School Expectations

- When the bell rings, line up quickly in class lines and enter quietly when given permission to do so.
- Remove outdoor footwear, place on designated shelves, and put on indoor footwear. Students are not to walk bare-footed on school property or in school. This is for maintaining healthy and happy feet!
- There is to be no running, shouting, aggressive or rowdy behaviour anywhere in the building.
- During class hours only one student per class is permitted to go to the washroom at a time, except in Kindergarten.
- You should go to the washroom on your way out at recess and lunchtime.
- No gum chewing at any time in the school building or on the school grounds during school hours.
- Throwing of any articles is not permitted, except appropriate items, like balls, in appropriate places, such as the gymnasium, under appropriate supervision.
- Teachers' desks and chairs are off limits to the students unless special permission is given.
- You are not to touch/alter the thermostats.





## Use Of Gym Equipment At Recess

- Classroom teachers will hand out any balls, ropes etc.
- All equipment must be returned or will be taken away from the class.
- Balls must be taken care of or you will lose the use of them.
- You will be responsible for balls or other equipment that are damaged.
- You may not go into the gym cupboard for equipment unless given permission to do so.

## Standard Of Dress

As members of the body of Christ, we believe that Christ has redeemed all of creation and that there is no area of life that Christ does not claim. Paul tells us that our bodies are temples of the Holy Spirit and that our dress should reflect the Lordship of Christ in our lives.

### Expectations for Modesty Reasons:

- Shoulders and midriffs must be covered. Tight/form fitting tops are not allowed. For example: tank tops and muscle shirts are not permitted. Shirts must be worn and buttoned at all times.
- Shorts must be loose and must not be shorter than mid-thigh.

### Expectations for “Aesthetic” Reasons:

- Cut-offs must be mid-thigh in length and not “ratty” in appearance.
- Clothes should be neat and clean.

### Expectations for the Well-Being of Students:

- Every child should have a hat or cap for protection from the sun (Hats may not be worn inside the school).
- Outdoor footwear needs to be safe and hygienic for outdoor activities. Likewise, indoor footwear is to be safe and hygienic as well. Sensible footwear is to be worn that covers the feet, is secure, provides adequate support, and has non-marking soles. Socks (or other appropriate covering) are to be worn for hygienic reasons. Flip-flops are not to be worn either inside or outside during the school day or at school events.
- Sandals are not permitted when playing sports or having gym.
- It is encouraged, but not demanded, that you have your own sun-block.

# COMMUNITY CHRISTIAN SCHOOL



## Care of Textbooks

- Where needed, you will be given a numbered textbook. You are responsible for all books issued to you.
- The teacher will assess the condition of each textbook. A sheet will be completed for each student.
- At the end of the year the textbooks will be reassessed. If the textbook has been lost or damaged beyond the deterioration associated with normal use, the cost or portion thereof will be charged to the student.
- No Learning Reports will be issued until all books have been accounted for.

## Homework Books

All students in grades 1 to 8 must use a school personal planner. Parents can monitor student assignments and homework by checking this agenda every day. Parents and teachers of students in grades 1-6 are to sign the agendas daily.

## Library

- Each class will have one library period most weeks.
- All books must be signed out with the librarian.
- The loan period is one week. Students renew books as necessary.
- Failure to return books may result in a loss of library privileges.
- You are expected to pay replacement cost for lost or damaged books.
- No Learning Reports will be issued until all fines have been paid.

## School Trips

- When on a school trip you are representing C.C.S. It is important that you are a good ambassador for YOUR school.
- You are to stay with the teacher/supervisor unless permission is granted to do different.
- Abide by the rules of the place you are visiting.
- All relevant forms need to be returned to the school before you can go on any field trip.
- Inappropriate behaviour may result in withdrawal from a future trip.
- There may be times students are to wear their school shirt on field trips.
- Cell phones, radios, tape recorders, CD players, MP3 players, iPods, video games, may not be taken on school trips. Such equipment will be confiscated and returned after a specific period of time.

## Telephone

The portable phone on the counter in the office is available for student use only if the call is deemed to be necessary and a staff member gives permission.



## Bicycles

Some students ride bikes, a skateboard, or roller blade to school. Bike racks are provided for parking bikes while these students are in class and we urge students to lock their bikes with a sturdy lock. Students may not access their own or anyone else's bicycle during school hours without permission. Students must wear helmets, as the law requires. Students may not bike, rollerblade, or skateboard on school blacktop playground areas. These activities pose a danger when there are other students on the playground. Students who do not obey this rule will not be allowed to these items to school for a period of time.

## Recreational Hardware

Cell phones, radios, tape recorders, CD players, MP3 players, iPods, video games, rollerblades, skateboards and bicycles must not be used on school property, at school functions or taken on school trips. Such equipment will be confiscated and returned after a specific period of time.

## Birthdays

Community Christian School values the feelings of each of its students and does not condone favouritism. Therefore, the following policy is in place:

- Birthday party invitations may not be distributed at school unless all male and/or all female students in the class receive an invitation.
- Birthday presents may not be brought to school for an after-school party unless all the male and/or female students in the class have been invited to the party.

Also, when only some of the students from a class are invited to a party, we encourage you to consider inviting a student who has been left out before (your teacher will be glad to supply a name or two), and to make arrangements to pick invited students up from home rather than from school.



## Emergency Evacuation

In the case of an emergency evacuation in which staff and students are required to leave the school property, you will be accommodated at specific locations, namely homes of members of the Community Christian School Society.

### **At school during an emergency:**

1. If the alarm bell sounds while you are outside, go to your class' designated outdoor gathering place to be met by your classroom teacher/supervisor.
2. Stay in a straight line, facing away from the building, while the teacher/supervisor reads students' names from the Attendance Register.
3. You will re-enter the school only with the permission of the teacher in charge of that class.
4. If the situation is such that you are not permitted to re-enter the school and need to be brought home, parents/guardians will be notified. You will go to the Student Care Centre and remain there until you are escorted to the Parent Response Centre to meet your parents/guardians.