Welcome to Santa Clarita Christian School

Teaching Minds – Training Hearts for God

“All Scripture is inspired by God and profitable for teaching, for reproof, for correction, for training in righteousness; so that the man of God may be adequate, equipped for every good work.”
2 Timothy 3:16–17

It is our privilege to introduce to you Santa Clarita Christian School, a ministry of Santa Clarita Baptist Church. Founded in 1982, the school’s mission statement is:

“To partner with Christian parents of like faith to challenge students’ minds and train their hearts for God through a distinctively biblical education. The school seeks to pursue academic excellence, promote spiritual growth, and encourage character development in order to produce students who are prepared to make a difference in the world for God.”

In 1982 Santa Clarita Baptist Church was formed and started a traditional elementary and high school called Santa Clarita Christian School. They began their first year in September with 110 students and 12 faculty members; today the school serves a student body of over 500 students with 45 faculty members. SCCS has been accredited by the Western Association of Schools and Colleges (WASC) since 1999, and is currently a member of the Association of Christian Schools International.

We believe that parents have been given the responsibility by God to teach and train their children. SCCS joyfully offers support in providing a Christian education to assist parents in fulfilling this call. We believe that Christian education is most effective when the home, church, and school are all in agreement. Therefore, we intentionally look for protestant families who agree with the doctrine, philosophy, and goals of SCCS, and who regularly attend conservative, Bible-believing churches of like faith. This agreement is critical for the educational program to be most effective in the lives of children.

SCCS admits students of any race, color, national or ethnic origin to all the rights, privileges, programs, and activities generally afforded to students at the school. SCCS does not discriminate in the administration of its education policies, admission policies, scholarship programs, athletic programs, and other school-administered programs. SCCS strongly believes that the Bible teaches that any form of racial discrimination is wrong and is to be condemned. SCCS warmly welcomes students of all nationalities.
General Information

Office Hours:  7:30 am - 3:30 pm

School Hours:
K – 6th Grades  8:00 am – 2:55 pm
*Half-Day Kindergarten is out at 12:00 noon
7-12th Grades  7:50 am - 2:45 pm

School Contact Information:
27249 Luther Dr.
Santa Clarita, CA  91351

School Office: 661-252-7371
Fax: 661-252-4354
Web Site: www.sccs.cc

School Calendar:  up-to-date copy is always available at: www.sccs.cc/calendar

School Administration:

Campus Pastor  Wiley Kennedy  w kennedy@sccs.cc  ext 32
Administrator  Kirk Huckabone  khuckabone@sccs.cc  ext 15
Director of Academics  Lynn Kistler  lkistler@sccs.cc  ext 14
Executive Assistant  Megan Pettee  pettee@sccs.cc
Registrar  Misty Bucknell  bucknell@sccs.cc
Bookkeeper  Audra Trujillo  trujillo@sccs.cc  ext 20
Athletics  Josh Kristoff  kristoff@sccs.cc  ext 33
Business Office  Kimberly Wilson  kwilson@sccs.cc  ext 21
Health Office  Mary Charles  nurse@sccs.cc  ext 30
Library  Kim Burkhardt  burkhardt@sccs.cc  ext 18
Lunch Staff  Tanya Dombrowski  dombrowski@sccs.cc  ext 34
Student Activities  Evan (EJ) Jenkins  jenkins@sccs.cc  ext 24

Emergency School Closings:

If an emergency situation occurs in the area, please listen to 1220 AM. Any school closing due to severe weather, flooding, earthquakes, fires, etc. will be given to the local radio station immediately. Also, our school website (www.sccs.cc) and our automated phone system can provide helpful information.

“We proclaim Him, admonishing every man and teaching every man with all wisdom, so that we may present every man complete in Christ.” – Colossians 1:28
SCCS Goals and Objectives

In support of the school's mission statement and philosophy of education, the following expected school wide learning results (ESLRs) have been established to form the basis for all learning goals, school activities, and programs. The following ESLRs challenge students to grow spiritually, intellectually, socially, and physically:

**ESLR #1 Students as Committed Christians**
- Accept Jesus Christ as personal Savior, forming a personal relationship with God Himself.
- Develop a spiritual life through daily Bible reading, prayer, application of Biblical principles to life, character development, and faithful attendance at a Bible-believing church.
- Accept the Bible as the Word of God, the basis for all truth, and the authority for all matters of life.
- Accept personal responsibility for thoughts, speech, actions, and attitudes.
- Affirm a biblical worldview that looks at life, academic studies, government, social issues, diverse cultures, and world events from God’s point of view as found in Scripture.

**ESLR #2 Students as Independent Learners**
- Develop specific learning skills that include listening, reading with understanding, writing with clarity, researching from multiple sources, organizing time and materials efficiently, and using technology creatively.
- Establish positive relationships with others in the learning process, adding individual abilities and skills to a team effort in order to successfully accomplish group goals.
- Convey thoughts, ideas, beliefs, and convictions in a clear and accurate way with effective speaking techniques and excellent writing skills.
- Determine to strive for excellence in all subject areas, complete assignments with diligence, and contribute to class discussions and group projects.
- Commit personally to a life of learning, the never-ending quest for truth and understanding.

**ESLR #3 Students as Critical Thinkers**
- Collect, evaluate, analyze, and synthesize information in a logical way.
- Make wise decisions based on accurate evaluation of relevant information.
- Discern truth from error in all learning situations by comparing information to the source of truth, the Word of God.
- Use higher levels of thinking to apply knowledge to new issues, questions, or problems.

**ESLR #4 Students as Healthy, Productive Citizens**
- Practice proper physical fitness through regular exercise and proper eating habits.
- Develop emotional stability by realizing that self-worth comes from God’s approval, not man’s approval.
- Make proper lifestyle choices that reflect a commitment to Christ, especially as it relates to personal purity before marriage, and the determination not to abuse the physical body with alcohol or foreign substances.
- Treat all people with respect, demonstrating kindness to others in words and actions, and abhorring any form of racial or cultural discrimination by accepting all men and women as created equal by God.
- Practice responsible citizenship through community service, voting, and praying for government leaders.
SCCS Doctrinal Statement

The Christian education that SCCS provides will not be effective unless both parents and students understand what we believe and why we believe it. It is critical that parents carefully read the doctrinal statement of SCCS and be able in good conscience to fully support it. The doctrinal position of SCCS is as follows:

1. We believe that the Bible, the 66 books of the Old and New Testaments, is the inspired Word of God, that it is completely and fully inerrant in its original writings, that it is totally accurate in all that it teaches, and that it is the final authority for all questions of faith and practice in daily living. (2 Tim. 3:16-17, Jn. 17:17, 2 Pet. 1:20-21, Ps. 119:105)

2. We believe there is one and only one God, the God of the Bible, who eternally exists in three persons, the Father, the Son, and the Holy Spirit. (Heb. 11:6, Jn. 4:24, Ps. 102:27, Jn. 1:1-2, 20:28, Acts 4:3-4, Matt. 11:25)

3. We believe that Jesus Christ is the Son of God, that He is absolute deity, and has existed from eternity in the Godhead with the Father and the Holy Spirit. Jesus was born to the Virgin Mary by the power of the Holy Spirit, lived a sinless life as both God and man on earth so that He could die on the cross to pay for sin, and then arose from the dead to conquer death for all who accept Him as their personal Savior. (Jn. 1:1, 14, Col. 1:16, 17, Is. 7:14, Heb. 9:26, Matt. 3:17, Heb. 4:15, 1 Cor. 15:3-4, John 3:16)

4. We believe the Holy Spirit is a Divine Person whose ministry is to convict of sin, to bear witness to truth, to act as the Agent of the new birth, to seal, guide, teach, sanctify, and help believers as He indwells everyone who accepts Jesus Christ as personal Savior. (Jn. 14:16, 26, Acts 5:3-4, Jn. 16:8-11, Eph. 5:18, Jn. 16:13)

5. We believe that Adam was created by God in innocence but, by voluntary transgression, fell into sin and plunged the whole human race into condemnation. As a result of this fall, every person is born as a sinner, is a sinner by nature and conduct, and is in need of a Savior to be saved from eternal judgment and death. (Gen. 1:27, Gen. 2:7, Rom. 3:9-10, 1 Cor. 15:22, Rom. 3:19, 23, Rom. 6:23, Rom. 10:13)

6. We believe that salvation and the gift of eternal life can only be attained by accepting Jesus Christ as personal Savior by faith in His substitutionary death and the shedding of His blood on the cross. His payment for sins reconciles believers to God and is a gift to be received, not earned by works. To accept Christ as Savior, individuals must admit their own sin, recognize that only God can forgive sins, ask God to forgive them, believe that Jesus is the Son of God who died for them, and then ask God to save them. They then become a child of God and are secure in their salvation forever. Those who accept Christ will enjoy heaven forever, while those who reject Christ will suffer eternal and conscious punishment apart from God. (1 Cor. 15:22, Rom. 3:23, Rom. 6:23, Jn. 10:9-10, Jn. 14:6, Jn. 3:14-15, Rom. 5:1,10, Eph. 2:8-9, 1 Jn. 5:13)

7. We believe that Jesus Christ Himself will someday return bodily as clearly stated in the Bible. We believe that His return at the Rapture is imminent and will occur before the Tribulation Period (as in the order described in Revelation 4-20), and that His Second Coming to earth will occur before His Millennial Reign. (Jn. 14:1-6, Matt. 24:27,30, Matt. 25:31, 1 Thess. 4:8-18, Rev. 7:14, 20:1-6, Dan. 9:26,27)

8. We believe in the prominence of the local church as instituted by Christ before His death and resurrection. The church is empowered by the Holy Spirit and is a place for worship, spiritual growth, evangelism, and service to others. We believe the only two ordinances of the church are baptism by immersion in water after salvation, and the remembrance of Christ's payment for sin in the ordinance of the Lord's Supper. (Eph. 2:20-21, Acts 20:17, Col. 2:12, Matt. 3:16-17, Acts 2:38-41, 1 Cor. 11:23-26, Eph. 4:11-16, Matt. 28:19-20, Mk. 16:15)

9. We believe God created the heavens and the earth, including all life, by His direct act, not by the process of evolution, and that the six days of creation were literal, solar days as stated in Scripture. (Gen 1:1-27, Col. 1:16-17, Jn. 1:3)

10. We believe that all saved individuals should live a life pleasing to God, separated from religious heresy, from worldly practices and habits, from sinful activities, and from associations that cloud the distinctions of being a follower of Christ. (1 Jn. 2:15-17, 2 Cor. 6:17, 2 Cor. 7:1, 1 Cor. 10:23-33, 1 Pet. 1:15-16)
Campus Information

**Arrival and Dismissal Procedures**
Elementary classes begin at 7:55 a.m. and end at 2:55 p.m. Supervision of students is available on the playground beginning at 7:30 a.m. Secondary classes begin at 7:50 a.m. and end at 2:45 p.m. Parents are asked to pick up their children promptly unless their child is participating in a supervised practice or activity.

With student safety in mind, we require students in grades K-6 be under adult supervision at all times while on campus. Elementary students may not leave their teacher after school to wait out in front for a ride. They must stay with their class in the carpool line until they are picked up. K-6 students may be picked up by a Junior High or Senior High brother/sister if they are leaving campus immediately and the office has a note from their parents giving permission. Elementary students cannot wait with older students out in front of the campus for a ride.

Parents are asked not to park or drop children off in the cul-de-sac in front of the school, in the condominium lot next door, or in the neighboring church parking lot as requested by Bethlehem SCV. Thank you for cooperating so that SCCS can maintain a good testimony and relationship with our neighbors.

**Care of Textbooks**
SCCS will provide learning materials to students as covered by the Consumable and Text Rental Fees. Rental books are clearly marked with the school stamp and an inventory number. It is each student’s responsibility to properly care for the books in their possession. Rental books must be appropriately covered at all times. Students who lose or cause damage to a book beyond what is deemed normal must pay the fee to replace or repair the book. Misplaced books and items can often be retrieved from the Library for a $.50 fine.

**Cell Phones**
Students are allowed to have cell phones on campus as long as they are not a distraction in class or used in any inappropriate manner. Phones that go off during class will be taken for the remainder of the day. Students who take pictures during class time or use a phone to cheat will lose their privilege to have a cell phone on campus.

**Checking Out Early/Delivery of Messages to Students During School Hours**
To minimize disruptions in the classroom, SCCS will only deliver messages to students when it is an emergency. The office staff will deliver non-emergency messages at break time, lunch time and between periods only. If you need to check out your child during school hours, please consider taking them out during break and lunch times. For secondary students, we ask that you wait until the end of a class period. Thank you for being considerate.

**Closed Campus Policy**
SCCS operates a closed campus; students are expected to stay on campus all day except for medical appointments or family emergencies. Students may not check themselves out during the day except with parental permission. Students may request to leave early to work or attend college classes.

Students may not go off-campus for lunch. Parents may take their child off-campus for lunch as long as the student is back in time for class at the end of the lunch period. School parents may take other students off campus for lunch along with their own child as long as there is a note from parents giving permission.

Reminder: lunch period is relatively short, and students who return late to class will be marked tardy or absent.
Dress Code
Santa Clarita Christian School has developed a dress code to establish a modest and appropriate appearance and to promote a strong Christian testimony. SCCS pursues a conservative and academic atmosphere on campus. The guidelines listed below are in effect for the entire school day, including lunch and when on campus after school. Students must also abide by the dress code when participating in on or off-campus school activities. We respectfully ask parents to observe the same guidelines when coming on campus. *Please take note of the penalties for dress code violations on page 9.

General Guidelines
• All clothes must portray a clean, modest, neat, not tight-fitting look that supports a learning environment
• Gang-related clothing, such as oversized clothes or sagging pants is not allowed
• Students are not permitted to get tattoos, and existing tattoos are to be covered at all times
• Hats are only allowed to be worn outside (i.e. not in classes, chapels, etc.)
• While girls may have pierced ears, no other body piercings are allowed for guys or girls

Young Ladies
Skirts/Dresses
• Must be no shorter than 3" above the middle of the knee; slits may not be higher than 3" above the middle of the knee. (Spanx/shorts/leggings should be worn underneath)

Pants
• Jeans should be appropriate; not have any holes in them or patches on them.
• Jeggings, sweatpants, pajama pants, athletic warm-ups, or nylon breakaway pants are not permitted
• Leggings are permitted when worn with an appropriate skirt or dress

Shorts
• Must be at least as long as the tips of the fingers when a girl’s arms are down at her side
• Athletic shorts, lace shorts, nylon shorts, or board shorts are not allowed

Shirts
• Shoulder straps must be at least 2” in width
• Tops must be modest and not revealing (no cleavage), with midsection not visible at all, even when sitting; any sheer or see through portions must have dress code approved garment underneath
• Girls may wear nice and appropriate T-shirts; no inappropriate graphics or wording
• Undergarments must be worn at all times and should not be visible
• Absolutely no Bralettes should be visible at any time
• When jackets are worn, shirts underneath must conform to dress code guidelines
• Athletes may wear appropriate SCCS game wear (shirts or jerseys) on game days

Shoes
• Must be worn at all times. Students in grades 7-12 may wear flatfooted strapless or open-toed sandals

Hairstyles
• Must be natural and neat (unusual styles or coloring of the hair is not acceptable)
Accessories
• Make-up needs to be conservative, not extreme in appearance or excessive
• No patterned (fishnet, lace, etc.) tights or stockings

Young Men

Pants
• Must be neat, clean, and in good condition (no holes or patches)
• Sweatpants, pajama pants, athletic warm-ups, or nylon breakaway pants are not permitted

Shorts
• Athletic, nylon, or board shorts are not allowed

Shirts
• Must have either collars or at least two buttons in front
• Full front buttoned shirts must remain appropriately buttoned
• No T-shirts or thermal shirts are allowed, either short-sleeved or long-sleeved (except on Fridays, boys may wear SCCS themed t-shirts)
• Shirts underneath jackets and hoodies must be in dress code
• Sweaters may be worn without a collar
• Athletes may wear appropriate SCCS game wear (shirts or jerseys) on game days

Shoes
• Must be worn at all times. Students in grades 7-12 may wear flatfooted strapless or open-toed sandals

Hairstyles
• Must be natural, trimmed and neat
• Length should be short, off the collar and no longer than the middle of the ears on the side
• Unusual styles or coloring of the hair is not acceptable
• Young men are to be clean-shaven

Dress Code for Formal Events and Homecoming

Length – Dresses must not be shorter than 3” from the middle of the knee. Sheer or see-thru fabric at the bottom of the dress is not calculated in the 3” rule. Slits may not be higher than 3” above the middle of the knee
Neckline – No visible cleavage
Back – Dresses must not have a low or open back. Girls must be able to wear a normal strapless undergarment with the gown without the undergarment being visible
Straps – Strapless gowns are not permitted
Tightness – Dresses must not be form-fitting

NOTE: Dresses must be approved before you may attend the event. Modesty is the key!

“As those who have been chosen of God, holy and beloved, put on a heart of compassion, kindness, humility, gentleness and patience…whatever you do in word or deed, do all in the name of the Lord Jesus, giving thanks through Him to God the Father.” Colossians 3:12, 17
Expectations of Behavior - Overview
SCCS has developed behavior expectations to promote a God honoring campus culture, an effective learning environment, self-discipline, and to teach faithfulness to the Word of God. Disciplinary practices at SCCS are most effective when parents and school personnel communicate and cooperate throughout the process.

Behavior Code
Each student will endeavor at all times (24 hours a day, 7 days a week) while registered at SCCS refrain from:
• Possession or use of any tobacco, alcohol, illegal drugs, narcotics and drug paraphernalia
• Acts of dishonesty such as cheating, lying and stealing
• Any acts of immorality
• Destruction or damaging of property
• Fighting or swearing
• Gang related activities
• Ungodly and immoral social networking in video, picture, text, music, link or tag

Any actions which violate basic Christian and civic norms are unacceptable. SCCS administration will judge what unacceptable behavior is. The student who does not maintain these standards may be suspended or expelled.

Discipline Plan
SCCS has a student discipline plan aimed at redemption and restoration. Disciplinary action is an opportunity to express love (1 Timothy 1:5), demonstrate the sufficiency of scripture (2 Timothy 3:16–17), guide each of us in righteousness (Hebrews 12:11), forgive (Matthew 18:12-35), and gently restore another (Galatians 6:1-5). Ultimately, disciplinary action is an opportunity to glorify God and exalt the person and work of Jesus Christ.

When confrontation is necessary for corrective discipline, the following action steps are taken:
1. The teacher first aims to handle behavior issues in class in a timely, targeted, and temporary manner. Students are taken aside and reminded of expectations and what needs to change in their behavior.
2. Elementary teachers may use a card/check system for minor discipline issues in the classroom. Elementary teachers may occasionally withhold privileges or assign additional tasks as appropriate.
3. Since some discipline issues occur on the playground, the teacher’s aide supervising the students during recess is responsible to address minor issues and report more serious issues to the teacher.
4. If a discipline problem persists, parents will be called to partner and provide further disciplinary action.
5. If the behavior or attitude problem persists, the teacher fills out a “Discipline Report” and sends it with the students to the Dean’s Office. The Dean will then contact the child’s parents and/or guardian.
6. Ongoing dress code or tardy issues may result in fines and/or suspension from extracurricular activities.
7. Serious offenses, such as lying, cheating, fighting, stealing, inappropriate language, or disrespect to a teacher or staff member will result in an immediate visit to the Dean’s Office, by-passing steps 1-4.
8. If problems persist, a conference will be scheduled. The principal, parents, teachers, and the student will attend. Necessary changes will be outlined with additional consequences if specific progress is not seen.

Very serious offenses such as fighting, use of tobacco, pornographic material (on the Internet, in emails, or in possession), threats of violence, etc. will result in immediate action, usually suspension or expulsion. There are three situations that result in immediate expulsion regardless of the circumstances: immorality, use or possession of alcohol or any illegal drug/narcotic, or bringing a weapon on campus or to a school event.

“The fear of the Lord is the beginning of knowledge.” Proverbs 1:7
**Dress Code/Tardy Violations**

Parents will be notified through email via RenWeb if a student has received a tardy or dress code violation. The date and number of violations are incorporated into the email, along with the congruent discipline measure that will be taken. Lunch detentions, student/parent/administration meetings, fines, and/or suspensions are given according to the level of infraction. Parents may request to have three first-period tardies removed from their child’s record per semester. Requests must be made in writing or through email to the Dean of Men or Dean of Women and must be submitted within one week of the infraction. *A student whose clothes do not honor the dress code will not be permitted to attend class until the issue is resolved, even if it is the first violation.*

**Penalties for Dress Code Violations**
- **1st Violation:** Warning
- **2nd Violation:** Meeting with the Dean
- **3rd Violation:** Lunch detention with Dean
- **4th Violation:** Meeting with student, parent(s) and Dean
- **5th Violation:** $25 fine and wardrobe check before 1st period every day for one week
  - 2 week suspension from all extracurricular activities including practices and games
- **6th Violation:** $35 fine; one day at-home suspension
  - 1 day in-school suspension;
- **7th Violation:** Meeting with the principal and parents;
  - $50 fine; 3 day at-home suspension; indefinite removal from extracurricular activities
- **8th Violation:** Expulsion hearing (considered willful non-compliance)
  *Note: A student’s ‘heart posture’ and teachability will be taken into consideration.

**Penalties for Tardy Violations (per semester)**
- **1st – 3rd Violations:** Warning
- **4th Violation:** Meeting with the Dean
- **5th Violation:** Lunch Detention with Dean
- **6th Violation:** Meeting with parent and Dean
- **7th Violation:** $25 fine
- **8th Violation:** Meeting with Dean; 1 week suspension from all extracurricular activities
- **9th Violation:** 1 day in-school suspension and meeting with parents
- **10th Violation:** $25 fine and one day in-school suspension
- **11th Violation:** 1 day at-home suspension; 2 week suspension from extracurricular activities;
- **12th Violation:** Meeting with the principal and the Dean
- **13th Violation:** $35 fine and meeting with the Dean; 3 week suspension from extracurricular activities
- **14th Violation:** $50 fine; 3 day suspension; indefinite suspension from all extracurricular activities
- **15th Violation:** Expulsion hearing (considered willful non-compliance)
  *Note: Circumstances of a student’s tardiness will also be taken into consideration.

**Fines**

When a fine is issued for violations regarding tardies and dress code violations it must be paid within seven (7) business days or the student will not be allowed to return to class. **Fines may not be placed on your school bill.**
**Lunch Detention**

Students are provided a minimum of 24 hours notification for detention. Students must report for detention on the date and time scheduled. Detentions will only be rescheduled for the following reasons: Excused absences, parent/guardian and/or teacher request (in writing) prior to the detention date. Rescheduling for other reasons is not permitted. Consequences for failure to attend will be determined by the Administration.

**Suspension**

Suspension, as a disciplinary measure, is used in situations where a student, by his/her attitude, speech, gesture, or behavior has indicated that he/she is not at present committed to the philosophy and goals of SCCS. Hence, indicating the student’s inability or unwillingness to responsibly participate in the school community. Suspension removes the student from the community for a period to reflect on his/her actions. A student may be suspended from school for serious or chronic violations of school rules and/or procedures. The length and type of suspension is determined by the Administration through consideration of the nature and seriousness of the incident/violation. Suspensions range from in-school suspension, where the student will be given work assigned in class to do for the day in a sequestered environment, or an off-campus suspension ranging from a period of one (1) to five (5) days. Off-campus suspension prohibits a student from attending classes, loitering on or near campus, participating in and/or attending any school athletic practice or competition, or any other school activity or event. All school and homework assigned for the days of suspension are due the day the student returns.

**Withdrawal/Expulsion**

The Administration may determine that a student, by his/her speech, gesture, writing, and/or behavior (extreme and/or chronic violation of school regulations and/or procedures) has indicated his/her inability or lack of desire to remain a student at SCCS. In such a case, the Administration will recommend the student’s withdrawal or expulsion to the School Board. The student and his/her parent/guardian have the right to appeal this decision in order to provide the school with additional or new information regarding the student’s situation and the school’s decision. Students who are asked to withdraw or who are expelled may not attend SCCS extracurricular activities. Students who are asked to withdraw or who are expelled may not be brought to school and/or any school function as a guest of a current student. Further, if a student is withdrawn or expelled from the school due to disciplinary reasons, he/she may not apply for re-admission for a minimum of 12 months and not without the written consent of the School Board allowing a student to be considered for re-admission. Such students must petition the school board for a hearing in writing, which may require an in-person interview with family.

**A Note on Memorizing Scripture**

As part of the disciplinary process, faculty and administration will often assign students a portion of scripture to memorize. This is not intended to use the Bible as a source/means of punishment; rather, it is because:

- The Scriptures have been given to us for the purpose of correction and training in righteousness.
- A student memorizing God’s word has the opportunity to hear what God thinks about the situation.
- The portion of Scripture assigned is intended to be a platform for a follow up conversation with the student and an opportunity to see the power and sufficiency of God’s Word for transformation.

“Your word I have treasured in my heart, that I may not sin against You.”

– Psalm 119:11
Field Trips and Off-Campus Activities
Classes at SCCS regularly take field trips to local sites to enhance the educational experiences of the students. Notices of these trips will be sent home in advance and requests for volunteer drivers will be made. All volunteer drivers must be at least 21 years of age and must have valid licenses and proof of insurance, as required by law, to be able to drive for class field trips. Secondary students may not drive themselves or others to field trips. For all school trips, students must leave together from SCCS and return together unless riding with a parent.

Fire and Earthquake Preparedness
SCCS has a fire-alarm system on campus and fire drills are held each month. SCCS has a fully developed "Emergency Plan" that outlines the exact procedures to follow in the event of a major earthquake or other natural disaster. All teachers and staff at SCCS receive training in CPR and First Aid and are assigned certain responsibilities in a disaster situation. If a major earthquake occurs in the Santa Clarita Valley that cuts off access to roads, SCCS is prepared to take care of the students. The school maintains water, blankets, and first aid supplies to handle all students until parents arrive.

Health Policies
SCCS has a nurse on campus during all school hours. All visits to the health office by students are recorded on a Referral to the Health Office form. A written accident report is turned in to the office for all incidents. Students with temperatures of 100 degrees F or higher, who are vomiting, or exhibit evidence of a contagious disease will be sent home. Students with the above symptoms will not be allowed to attend class until free of fever for 24 hours, lack of vomiting for 24 hours, and/or a note from a physician stating that the student is well enough and no longer contagious. SCCS has a no nit policy. Students who have head lice, or nits remaining in their hair will be sent home. Students must have their hair checked by the school nurse before being readmitted into the classroom. Students who are prescribed antibiotics must be on them for a full 24 hours before returning to school. Crutches, casts, splints, slings, and stitches all need a note from a physician giving Health Office personnel the approval for the student to be on campus and explaining any limitations that should be applied.

Please remember that any first aid treatment given by the Health Office does not replace taking your child to the doctor. If your child has any special health needs, please communicate with the school nurse so she can support you and your child.

Immunization Requirements
California State Dept. of Public Health Laws requires students entering into public and private elementary and secondary schools (grades kindergarten through 12) to meet the following immunization requirements:

**Polio**
4 doses at any age, but... 3 doses meet requirement for ages 4–6 years if at least one was given on or after the 4th birthday; 3 doses meet requirement for ages 7–17 years if at least one was given on or after the 2nd birthday.

**Diphtheria, Tetanus, and Pertussis**
*Age 6 years and under:* DTP, DTaP or any combination of DTP or DTaP with DT (diphtheria and tetanus) 5 doses at any age, but... 4 doses meet requirements for ages, 4–6 years if at least one was on or after the 4th birthday.
**Measles, Mumps, Rubella (MMR)**  
**Kindergarten:** 2 doses both on or after 1st birthday

**Hepatitis B**  
**Kindergarten:** 3 doses at any age

**Varicella:** 1 dose or physician documentation of the disease

**Tdap Booster** (Tetanus, reduced diphtheria, and pertussis)  
**7th grade:** 1 dose on or after 7th birthday.

**Physical exam by 1st grade**
California State Health Laws require that students have a physical exam by 1st grade. This is documented on a Report of Health Examination for School Entry including the date completed and signature of a physician. You may turn this in during entry into kindergarten.

**Medication Administration:**

The medication policy at SCCS is governed by the California Dept. of Education. The release for medication form authorizing a medication to be administered at SCCS shall be authorized by a health care provider who is licensed by the State of California to prescribe medication and signed by the parent or guardian. The medication release form must be renewed every year or with any changes that are made in the dose, route or administration of the medication. Personnel at school that administer medication to students must adhere to the California State Business and Professional Code.

Prescription medications should be brought to the Health Office by an adult. It must be in its original container and labeled by a California Pharmacist. It must include the name of the student, name of physician, name of medication, dose, and frequency. In the case of short-term medications, the “Medication Release” form is not necessary; however, a note from parents and the accompanying prescription in original container is needed.

Over-the-counter medications can only be given to students with a completed “Medication Release” form on file in the school Health Office. This form must be signed by both a physician and the parent(s). The Health Office keeps a small supply of medications on hand, but encourages parents to bring any over-the-counter medications in the original container with the student’s name on it for the Health Office to distribute when needed.

Students are not to have medications (prescription or over-the-counter) on their person during school. All medication to be taken during school hours is to be taken to the Health Office for the Nurse or other qualified school staff to administer at the appropriate times. Medications such as inhalers, may be carried with the student as long as a licensed health care provider signs the medical release form stating that the student is competent in self-administering the inhaler.
**Individual Academic Support (IAS) Program**

The goal of the IAS program at SCCS is to establish an intentional and intensive partnership with parents in order to improve a student’s academic performance through the employment of additional resources by supporting:

- school work and homework management
- perceptual and processing skills
- development of effective learning strategies
- particular learning difficulty in reading or math
- skills to become independent learners

SCCS offers basic diagnostic testing and strategies to address the learning needs of students. If the diagnostic tests reveal more complex problems, parents may choose to receive support as they seek in-depth testing through the local public school system while their child continues to enjoy a Christian education at SCCS.

The IAS Director, Mrs. Cardenas, is the liaison between parents, teachers, and any local agencies involved in testing to develop strategies that will best assist students with learning needs. The director provides individual attention to each student who is enrolled in IAS, enabling them to accomplish more in the classroom and meet the needs of their diverse learning styles.

If an Individualized Education Plan (IEP) is requested and/or proposed, a written contract will be created and signed. All parties will participate in open communication to ensure the modifications and/or accommodations are being employed and student performance assessed regularly. Parents and students should make note that students with an IEP will receive grade reports indicating that the student’s grades have been modified.

There are additional costs for the diagnostic testing and after-school or in-school tutoring. This is conveniently added to your monthly tuition bill. Please contact Mrs. Cardenas for the latest fee schedule.

Please feel free to call the IAS Director, Mrs. Cardenas, at 661-252-7371 ext.22 or to email her at cardenas@sccs.cc for any further questions.

**Lunch Program**

Although SCCS does not have kitchen facilities to prepare meals for students, a hot lunch program is available. Monthly menus are sent home so parents can choose to purchase a hot lunch or have their child bring a packed lunch. School lunches cost approximately $6. There is also a snack shop sponsored by the senior class that sells snack items. In addition, machines where students can purchase water, sports drinks, or soft drinks are available.

**Lost and Found**

Items that are lost during the school year are kept in a storage area and are frequently brought out for display in the eating area. Students are asked to look for their lost items at this time. Parents of elementary students should check often, especially as the weather changes and clothing is on and off throughout the day. SCCS will donate unclaimed articles every month to a local ministry that supplies clothes to the needy. Small items or valuable articles are kept in the school office until claimed. Please check for missing items promptly.

*Books and binders left out will be collected and must be redeemed at a rate of $1 per item (or $5 per bag).
Parental Involvement Opportunities
SCCS presents several opportunities for parents to become involved with our school. These groups are extremely important and provide the ability for parents to serve and encourage the faculty, families, and students at SCCS. These groups are essential to the partnership we have in training up our children to know and love God.

Moms In Prayer
Moms in Prayer meet regularly on our campus to pray that our students receive Jesus as Lord and Savior and then stand boldly in their faith. They pray for teachers and staff, provide support and encouragement to moms who carry heavy burdens for their children and pray that our school will be directed by biblical values and high moral standards. They are an encouragement and positive support. Please consider joining Moms in Prayer!

Parent/Teacher Fellowship (PTF)
The Parent/Teacher Fellowship (PTF) is an organization that supports SCCS students and teachers. They lead the fundraising efforts for the school, organize help in the classrooms, lead special events and activities for students, and support teachers. Parents are encouraged to support PTF activities and become involved at the classroom level as room moms/dads, party coordinators, field trip drivers, and/or volunteer aides. The PTF committee meets monthly and welcomes new members who are willing to join to learn about and serve on the committee. Parents may pick up a PTF calendar and inform the PTF committee of their willingness to serve at the beginning of each school year by signing up at Orientation Day and Back-To-School events.

Parent Advisory Committee (PAC)
The Parent Advisory Committee (PAC) exists to create two-way communication between the administration and parents in order to foster greater collaboration to jointly develop creative solutions to our most pressing problems. PAC has served SCCS by improving the integration of new families, carpool safety, iServe parent participation, parent surveys, and assisting in increasing enrollment through Kindergarten Preview days.

Parent/Teacher Conferences
Two days each October are set aside for parent-teacher conferences. Parents are strongly encouraged to adjust their schedules to participate in these conferences as they are a very important time for communication between the home and school. Sign-ups are done online with each teacher.

Additional conferences can be scheduled throughout the school year if parents or teachers need to discuss student progress or behavior. Parents are asked to call the school office to be connected to the teacher’s voice mail box or email the teacher directly to set these up. Since teachers are generally on campus after school until 3:30 p.m., the best time for an appointment is between 2:45-3:15 p.m. for secondary teachers and 3:00-3:30 p.m. for elementary teachers. Teachers are not available during the school day for conferences.
Rainy Day Dismissal – Elementary Only
In the event of a rainy day, students will remain in their classroom until picked up or until 15 minutes past their
dismissal time. They will then be escorted to the Daycare where parents may pick them up and Daycare fees will
be assessed. Parents or guardians may pick the student up by driving though the carpool line where we will call
them out or they may go directly to their classrooms.

RenWeb
RenWeb is our school software program that enables parents direct access to grades and assignments online at
all times. Teachers input grades on a weekly basis and put major assignment or project information online for
parents and students to view. The RenWeb software also provides for email between parents and teachers easily
so that school/home communication can be enhanced. It is very important that you maintain an up-to-date email
address within the RenWeb system so the school can easily communicate with you. All schedules, grade reports,
attendance reports, etc. will be handled with the RenWeb program. You may pick up an information sheet about
RenWeb in the school office. If you have questions that cannot be answered on the information sheet, please
contact the school technology director.

Resolution of Disagreements
SCCS is a community that is based on the teachings and example of the Word of God. The policy of the school is
to follow the principle of Matthew 18:15-19. A parent or student who has a question, concern or disagreement
with a staff member should go to that staff member and present the concern. If the parties involved cannot come
to a satisfactory resolution, the following steps should be taken:

1. Bring the issue of concern to the teacher or staff member involved in the issue.
2. Bring the issue of concern to the appropriate Dean if the matter is in regard to behavior or discipline.
3. Bring the issue of concern to the Principal.
4. If, after these steps, the issue is unresolved you may appeal to the School Board in writing.

NOTE: Concerns voiced anonymously (through letters, phone calls, etc.) cannot be dealt with by SCCS staff or
administration since anonymity does not allow for resolution between the parties. God calls each of us to listen
to one another’s concerns and to be willing to offer God’s forgiving love to one another. Your concerns and issues
should never be shared with other parents, teachers, or staff members who are not directly involved. “Let the
peace of Christ rule in your hearts, since as members of one body you were called to peace.” (Colossians 3:15)

Social Media Guidelines
Due to the wealth of social media tools available, students have the potential to reach audiences far beyond the
school campus. This translates into a greater level of responsibility and accountability for everyone. Be aware of
what you post online. Do not post anything you wouldn’t want Christ, friends, enemies, parents, teachers,
colleges or a future employer to see. Students using and/or participating in any online internet communities
such as Twitter or Facebook will be held responsible for information transferred between themselves and others
and all other information posted. This responsibility also extends to, but is not limited to, personal homepages,
other postings on the internet, instant messages, and chat rooms. All postings should positively represent the
person posting. Students are representatives of SCCS and must recognize that all postings should be a positive
reflection on our school, the employees, and other students and their families. Do not misrepresent yourself by
using someone else's identity. Violations of this policy will result in disciplinary action ranging from suspension,
removal from extracurricular activities, or expulsion.
**Sexual Harassment Policy**
The State of California requires that every school have a sexual harassment policy in place. SCCS has its entire policy available for parents to see at their request. To summarize the policies, SCCS does not allow any form of harassment of other students, any off-color or derogatory comments, or any actions or teasing that are negative, hurtful, or against the clear teachings of Scripture. Students who feel harassed in any way should go to a teacher or to the administration to stop the improper behavior from other students.

**Student Pictures**
School pictures are taken in the fall. These pictures are used for the school yearbook and school ID cards; however, parents may select a package of these pictures to purchase if they wish. Information concerning the cost of ordering pictures is sent home by the school prior to picture day.

**Sunday Activities or Events**
SCCS desires to support Sunday as the Lord’s Day for worship and fellowship in local churches. Because of this the school will not schedule any meetings, games, activities, parties, events, rehearsals, or practices on Sunday.

**Tuition, Fees and Fines**
The School Board sets tuition and fee rates each year in January. The school operation relies totally on tuition, fees, and gifts received. SCCS does not accept any federal or state aid. In addition to tuition costs, there are book fees, elective fees, and student activity fees based on student schedules and involvement in extracurricular activities. These fees are published annually and available in the office and on our website.

Each year SCCS publishes a *Supply List* that identifies all the school supplies needed for each grade. Items such as pencils, erasers, colored pencils, scissors, glue, etc. are to be purchased by the parents before the first day of school and replenished during the school year as needed. Physical education uniforms are required for students in grades 5-12 and can be purchased at SCCS. Athletic fees must be paid before a student will be allowed to participate in any team sport.

Disciplinary fines may result from property damage and ongoing dress code or tardy violations. Outstanding fines must be paid within 7 days of parental notification. Failure to pay fines will result in a student being disallowed from attending classes and extracurricular activities.

**Visiting Campus (Parent and Student Guests)**
We welcome parents anytime on our campus. We love having parents here because it shows your support for your child and for learning. Parents must first stop in the school office, sign in and pick up a visitor’s badge.

SCCS is a closed campus and local friends cannot visit classes during the day. If SCCS students have friends or relatives visiting from out of town, they can visit classes for one day with prior permission from administration.

> “And Jesus came up and spoke to them, saying, “All authority has been given to Me in heaven and on earth. Go therefore and make disciples of all the nations, baptizing them in the name of the Father and the Son and the Holy Spirit, teaching them to observe all that I commanded you; and lo, I am with you always, even to the end of the age.”
> Matthew 28:18-20
Attendance Policies
California State Law requires that children of school age be in attendance each day in school except for illness, medical appointments, or a death in the family. No amount of take-home work can replace the teaching done in the classroom. In order to comply with California requirements, a note of explanation needs to be brought to the office the day the student returns to school after an absence. This note must be written and signed by a parent or legal guardian and should include the dates of the absence, as well as the specific reason for it. Elementary students absent for more than 20 days per semester will be considered for retention for the following year.

Parents who wish to take their children out of school for a family activity or special trip need to notify the school in advance. Teachers should not be asked to give out assignments early to accommodate pre-arranged absences. Students are to make up whatever work is missed upon their return; they will have the same number of days to make up work that corresponds to the number of days missed.

Elementary students who arrive at school after 10:30 a.m. will be considered absent for a half-day. Any student arriving after 8:05 a.m. must report to the office to get an admit slip before going to class. If a child needs to be taken out of school early, parents are asked not to go to the classroom to pick up their child but come to the school office and have their child called out of class to meet them. Elementary students who leave before 2:55 p.m. will be considered absent for a half-day. Students will not be released to anyone who is not listed on the family "Student Release Authorization" section in the Registration Application or RenWeb.

Before and After School Child Care
SCCS provides for the supervision of students at no charge between 7:30-8:00 a.m. Students in grades K-6 who stay after 3:10 p.m. will be placed in the SCCS Day Care. This supervised program operates from 3:10 to 5:00 p.m. each day. There is a cost for this service and parents are billed monthly in quarter-hour increments. Elementary students on campus after 3:10 p.m. must be in day care unless they are with a parent.

Class Parties
Elementary classes celebrate two parties per year: Christmas and Valentine’s. There is an end-of-the-year party given by the PTF for K-5th grades. Classes are not to go off campus for any parties. Teacher birthday parties are allowed but need to be restricted to an hour-long activity in the classroom at the end of the day. Going off campus to bowl, swim, play at the park, etc. is not acceptable for birthday parties.

Student Birthdays
It is acceptable for parents of students in elementary school to do something special for their children on their birthdays for the entire class. SCCS asks that parents make arrangements with the teachers so that any treats brought to the class can be distributed at lunchtime or during the morning recess. Class time cannot be used for birthday parties. If a child has a birthday in the summer, it is acceptable to celebrate their birthday during the school year.

For parties that will occur outside of school and away from campus, parents are asked not to send in birthday invitations to be passed out in school unless everyone in the class is going to be invited. Making school the place where only a few invitations are passed out creates hurt feelings for other students who are left out.
Grading Scale
SCCS uses the standard A-F grading system for report cards. The following scale gives the percentage grades used to determine letter grades:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>98-100</td>
</tr>
<tr>
<td>A</td>
<td>94-97</td>
</tr>
<tr>
<td>A-</td>
<td>90-93</td>
</tr>
<tr>
<td>B+</td>
<td>87-89</td>
</tr>
<tr>
<td>B</td>
<td>84-86</td>
</tr>
<tr>
<td>B-</td>
<td>80-83</td>
</tr>
<tr>
<td>C+</td>
<td>77-79</td>
</tr>
<tr>
<td>C</td>
<td>74-76</td>
</tr>
<tr>
<td>C-</td>
<td>70-73</td>
</tr>
<tr>
<td>D+</td>
<td>67-69</td>
</tr>
<tr>
<td>D</td>
<td>64-66</td>
</tr>
<tr>
<td>D-</td>
<td>60-63</td>
</tr>
<tr>
<td>F</td>
<td>Below 60</td>
</tr>
</tbody>
</table>

Homework Expectations
Homework is a valuable part of the education process. It consists of unfinished class work, outside reading work, assignments that reinforce teaching, preparing for tests, or projects that need to be completed at home. Homework provides the opportunity for parents to keep in touch with what their child is studying at school. We encourage parents to help with drill, review, or memory work, but not to actually do the homework in order to improve student grades. Parents should be actively involved in homework for students in K-2nd grade. However, students in 3rd grade and above profit most when they take ownership of their own work and do assignments and projects without direct help from parents.

It is not possible for teachers to keep homework levels consistent with every student due to the individual differences among students. Sometimes students who have a great amount of homework at night are not making the best use of their time during the school day or are struggling with organizational skills. There are more goals in assigning homework than just completing tasks. Students are learning organizational skills, learning to do work faster than before, and learning how to plan ahead for big assignments.

Teachers determine what assignments to give by determining how long the average student would take to complete the assignment. Teachers have been asked to assign homework per night according to these guidelines:

- K: 10 minutes
- 1st: 20 minutes
- 2nd: 30 minutes
- 3rd: 40 minutes
- 4th: 45 minutes
- 5th: 50 minutes
- 6th: 60 minutes

Honor Rolls
Three "Honor Rolls” are awarded at the end of the year to recognize student academic achievement. Awards are given out based on the first three quarters of work since 4th quarter grades are not turned in until school is over. The following percentages are used to determine honor rolls:

- Principal’s List: 96-100%
- A Honor Roll: 90-95.99%
- B Honor Roll: 84-89.99%

*Students who are given modified grades due to learning disabilities are not eligible for honor roll awards.
*Pass/Fail classes are not factored into the honor roll grades.

Report Cards
The purpose of a grade-reporting system is to provide both parents and students with concrete information about academic progress. This also provides teachers the opportunity to notify parents about student attitudes, classroom behavior, or any other problems. Elementary report cards will be emailed through RenWeb at the end of each quarter. Elementary grades are separated by quarters and are not averaged cumulatively.

Room Moms (and Dads)
You will have an opportunity to sign up at Back-to-School night to be a room mom, party mom, field trip mom or a classroom helper. Each elementary teacher has different needs and will share those at Back-to-School night.
SCCS Secondary School

Academic Probation/Athletic Eligibility
SCCS offers many extracurricular opportunities for students. These should not interfere with academic goals, so the school has established policies whereby students who do not maintain a certain academic level of performance cannot participate in extracurricular activities such as athletics, music, and drama.

SCCS performs a grade check for eligibility approximately every three weeks. If students fall below a 2.0 GPA or have an F in any subject, they are placed on “playing probation.” They are allowed to continue to play on their team until the next grade check. If students on “playing probation” are still below a 2.0 GPA or have an F in any subject, they are now “ineligible.” They are not allowed to play for the next grade check period (approx. 3 weeks). If at the next grade check period they are above a 2.0 GPA and have no F’s, they become eligible for extracurricular activities. Academic ineligibility does not carry over for 8th graders going into 9th grade, but those students ending their 8th grade year ineligible or on probation will begin their 9th grade year on probation.

The end of year report card determines students’ status for the following school year. However, the California Interscholastic Federation allows for students on probation to play in summer leagues and attend summer practices. If students fall below a 2.0 GPA or get an F on the 4th quarter report card, they will enter the next year on academic probation until the first grading period (1st quarter progress report). If they are still below the line, they are still on academic probation. Students who end their 4th quarter on academic probation or become ineligible at the end of the year will start their next year at that same status. If they are above the line, they are released from academic probation. Students may make up a failed class over the summer by going to summer school or taking a correspondence course. When the official transcript is received, the failing grade on the permanent record will be changed and the student will no longer be on academic probation as long as the rest of his/her grades are acceptable. Students who struggle to maintain good behavior in school may also lose the privilege to participate in extracurricular activities. Disciplinary probation may prohibit a student’s participation.

Any student who is on a team for 25% or more of the season will be responsible to pay the sports fee assessed by the Business Office. Students who go on probation cannot use probation as a basis for asking for a refund. Students in grades 9-12 who are earning credits for participating in a sport must be an active member of the team for 75% of the season to earn credit. Students must meet CIF requirements to earn a letter in any sport.

Students who are chosen to be on the cast of a drama production cannot participate in practices or the production if they are ineligible due to grades. For choir members, the only activity that is affected by academic probation is the annual choir tour. Students who are ineligible will not be allowed to go with the choir on tour.

Add/Drop Policy
Students in grades 7th -12th grade who desire to add or drop a class after school has started must do so before the deadlines published each year. Dropping or adding classes requires parental and administrative approval before any changes can be made to a student’s schedule. Students who drop any class that is required for graduation after the deadlines will receive a failing grade on their transcript until that class is made up. The last date a student is allowed to drop a class is two weeks before mid-terms/finals begin.
**AP Students Required to Take the AP Exam**

It is understood that students who enroll in the AP classes must take the AP exam at the end of the year. Parents will be billed for the AP test costs, and refunds will not be given in the event a student misses an AP exam due to illness or absence. The AP exam is the final exam for AP classes; however, teachers will still give an exam for the final unit of the class during the scheduled final exam period. Any student who does not take the AP exam for any AP class will be required to take a comprehensive final exam during the scheduled testing time for the class.

**Attendance Policies**

California State Law requires that children of school age be in attendance each day in school except for illness, medical appointments, or a death in the family. To profit from all school experiences, students must regularly attend all classes. No amount of take-home work can replace the teaching done in the classroom.

In order to comply with California requirements, a note of explanation needs to be brought to the office the day the student returns to school after an absence. This note must be written and signed by a parent or legal guardian and should include the dates of the absence, as well as the specific reason. Parents who wish to take their children out of school for a family activity or trip must make arrangements with the school in advance.

Teachers should not be asked to give out assignments early to accommodate pre-arranged absences as this requires a great deal of extra work for teachers. Students are to make up whatever work is missed upon their return; they will have the same number of days to make up work that corresponds to the number of days of school they missed. This policy applies to absences due to sickness, not sports or pre-arranged activities.

The State of California requires that SCCS have policies by which students who have excessive absences are not granted credits. This is done to protect the integrity of SCCS credits toward graduation requirements. Students who miss more than 20 classes in a semester for any subject, regardless of the reason, may lose credit for the semester. This includes all absences, for any reason.

Students missing more than four consecutive days must prearrange the absences to arrange for independent study solutions while missing class. The key to maintaining academic standing is prior communication.

Students enrolled in PE, Choir or Weight Training may be considered absent if they fail to actively participate in class. These are classes that require physical participation to earn credit.

Secondary students who miss more than 20 minutes of a class are considered absent for the class and must report to the office. Students who are late to class within the 20-minute limit will be considered tardy. Students who are late to school for medical appointments will not be penalized for being tardy if they check in the school office accompanied by a parent or with a note signed by a parent.

Students who miss more than 3 hours of the school day are not allowed to practice or participate in any athletics. Exceptions may be made for students at scheduled doctor’s appointment or college/career related activities.

> “How blessed is the man who does not walk in the counsel of the wicked, nor stand in the path of sinners, nor sit in the seat of scoffers! But his delight is in the law of the Lord, and in His law he meditates day and night. He will be like a tree firmly planted by streams of water, which yields its fruit is its season and its leaf does not wither; and in whatever he does, he prospers.” – Psalm 1:1-3
California Scholarship Federation
SCCS has chosen the CSF as its Honor Society for students in grades 9-12 who qualify for membership. CSF students are rewarded for exemplary academic achievement, participate in extra learning activities, and are honored at graduation exercises.

Community College Credits
SCCS offers a complete academic education that fully prepares students for post-secondary education. SCCS believes that its education is unique and includes biblical instruction in every class and gives graduates a Christian worldview based on biblical teaching. If a student is enrolled at SCCS, the school desires for the student to get his/her total high school education from SCCS.

SCCS understands that juniors and seniors may benefit by taking college courses before graduation to get a head start on earning college credit. SCCS juniors and seniors may miss a portion of the SCCS school day to take a class at a local college or junior college as long as they do not miss a class that is required by SCCS for graduation.

Students who wish to take classes from another academic institution for high school credit cannot take a class that is offered at SCCS; only classes that SCCS does not offer in its academic program may be taken at another school. However, students who fail a class at SCCS may repeat that specific class at another academic institution.

Early Graduation from High School
In some rare occasions, students try to graduate from high school in three years instead of four. To do this, the following requirements must be met:
   1. Students must hold at least a B average throughout high school.
   2. Students may not take high school classes outside of SCCS until they complete their 8th grade year, with the exception of Algebra 1.
   3. Students must take all required courses for graduation at SCCS; only electives that are not part of SCCS graduation requirements can be taken off campus during the school year or in summer schools.

Eligibility for Honors/AP Classes
Students who wish to take honors or AP classes must qualify in the following ways:
   1. Students must maintain at least a 3.0 GPA (3.50 preferred)
   2. Students must earn an “A” in the subject area of the honors/AP class they desire to take the next year
   3. Students must earn the teacher’s recommendation to take an AP/honors class
   4. There must be room in the class for students to be added; class size is limited to 25 for honors/AP classes

Extracurricular Opportunities
SCCS extracurricular activities are an important extension of Santa Clarita Christian School. The goal is to mature students through hard work, discipline and conduct that is glorifying to our Lord and Savior, Jesus Christ. These extracurricular activities provide valuable lessons for our students, such as: teamwork, sportsmanship, winning, losing and hard work. Our program exists to develop student’s hearts and minds through participation in interscholastic athletics. As Christians we have the opportunity and responsibility to be witnesses of our faith, and all of these activities are designed to provide that opportunity.
Athletics:
- Pee Wee (K-3)
- Elementary (4-6)
- Junior High (7-8)
- Senior High (9-12) CIF Heritage League/San Joaquin League/Liberty League
  - Boys Football, Basketball, Soccer, Baseball, Golf, Swimming
  - Girls Cheer, Volleyball, Basketball, Soccer, Softball, Golf, Swimming

Music:
- Secondary Band
- Junior High Choir
- Senior High Choir

Drama:
- School Play

**Grading Scale**
SCCS uses the standard A-F grading system for report cards and progress reports. The following scale gives the percentage grades used to determine letter grades:

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<tr>
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<tbody>
<tr>
<td>A+</td>
<td>98-100 (4.0)</td>
</tr>
<tr>
<td>A</td>
<td>94-97 (4.0)</td>
</tr>
<tr>
<td>A-</td>
<td>90-93 (3.8)</td>
</tr>
<tr>
<td>B+</td>
<td>87-89 (3.5)</td>
</tr>
<tr>
<td>B</td>
<td>84-86 (3.0)</td>
</tr>
<tr>
<td>B-</td>
<td>80-83 (2.8)</td>
</tr>
<tr>
<td>C+</td>
<td>77-79 (2.5)</td>
</tr>
<tr>
<td>C</td>
<td>74-76 (2.0)</td>
</tr>
<tr>
<td>C-</td>
<td>70-73 (1.8)</td>
</tr>
<tr>
<td>D+</td>
<td>67-69 (1.5)</td>
</tr>
<tr>
<td>D</td>
<td>64-66 (1.0)</td>
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</tr>
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</tr>
</tbody>
</table>

**Graduation Requirements**
California requires that students earn 220 credits in grades 9-12 in order to graduate from high school. Each day that a class meets per week equals that number of credits per semester. For example, a class that meets five days per week is worth five credits per semester, ten credits per year. SCCS offers a complete college prep program; therefore, most students who attend SCCS for grades 9-12 graduate with more than 270 credits. If seniors fail a course their final semester at SCCS, they may be allowed to march in graduation exercises, but will not be granted their actual diploma until all graduation requirements are met. Each situation is handled on a case-by-case basis.

**Guidance Services**
SCCS provides guidance services to serve both students and parents. We will assist students in formulating their schedules, insuring that proper credits are earned for graduation, providing information on colleges and universities, acting as a liaison with the University of California and the California State University systems, and helping students apply for college scholarships. We are also available for parents to give advice on filling out the federal FAFSA forms, searching for college entrance information and scholarships. On a day to day basis, we monitor the learning levels of secondary students and meet with students who are struggling to see how they can improve their academic performance.
Homework Expectations
The teachers have been asked to follow general guidelines in assigning homework each night (the minutes below reflect the combined homework for all classes or subjects per night). Teachers determine their assignments by looking at how long the average student in class takes to complete an assignment. Therefore, some will finish faster than the suggested guidelines, while others may take longer. The guidelines for homework per night are:

- 7th-8th: 60-70 minutes
- 9th-10th: 70-90 minutes
- 11th-12th: 90-120 minutes

This is a general guideline and will fluctuate from time to time based on variables such as make-up work, tests and quizzes, extra projects, remedial work, and how well students use their time in school each day. *SCCS seeks to have high learning expectations that require outside reading and homework. Students will not excel in learning without academic challenge, and SCCS believes that academic challenge requires outside reading and rigorous homework.*

Honor Rolls
Three "Honor Rolls" are published at the end of the year to recognize student academic achievement. Awards are given out based on the average of first semester and third quarter work since 4th quarter grades are not turned in until school is over. However, senior awards are based on the first and second semester grades. The following GPA’s are used to determine honor rolls:

- Principal's List: 3.85-4.0+
- A Honor Roll: 3.60-3.84
- B Honor Roll: 3.36-3.59 (no F’s)

*Students who receive modified grades due to diagnosed learning disabilities are not eligible for honor roll awards.
*There will be no F’s on any report card in order to receive honor roll awards.

Internet, Email, Blogging, etc. Policies
Wireless Internet access is available to all students throughout the campus. The school has several filters in place to protect students from wandering into inappropriate locations, but this does not guarantee that students who are looking for trash can’t somehow find it. SCCS has a moral code of purity that applies to the use of computers and the Internet. Students who willingly view inappropriate images or words will be dealt with strictly.

Users must protect the privacy of others and shall not obtain copies of files, passwords, or data that belongs to someone else. Users must respect the legal protection provided by copyright license to programs, books, articles, and data. No advertising for profit or campaigns for political office are allowed.

No language that is profane, offensive, or abusive may be used in e-mail conversations. Under no circumstances may anyone on campus try to bypass the filter and go to Internet sites or chat rooms that contain sexually-related material. SCCS does not allow any use of the Internet that deals with illegal activities, immorality or homosexuality. Blogging, exchanging information in any form, and the use of the Internet must be above reproach at all times. Any violations of this will result in disciplinary action, including possible suspension or expulsion. Please refer to the “Behavior Expectation” section for more information (page 5).
**Electronic Devices**

Electronic devices are acceptable on campus if they are not used in class and do not disrupt education in any way. In study halls, a student may be permitted to listen to their media as long as they are working. No music is to be played out loud. Students cannot share a device. Students who do not use electronic devices appropriately will have them taken away for the day; repeated violations will cause students to lose their privilege of having them on campus. SCCS is not responsible for lost, stolen or damaged electronic device.

**Late Work & Make-Up Work Policies**

- Assignments receive full credit only if they are turned in on time.
- Secondary classes will deduct a minimum of 10% per day depending on the assignment.
- After 5 days, the best the assignment can earn is 50%.
- This policy is designed to teach students responsibility and promptness. If certain students abuse this policy, individual contracts will be set up that will bring more severe consequences for late work.
- Teachers have the right to adjust this guideline for their classes as necessary.
- Students who miss a class due to participation in a school activity (i.e. early dismissal for a sport, field trip, etc.) are still responsible for all their work. Any work due on the day of the activity must be given to the teacher BEFORE the student leaves on the activity. Any homework assigned while the student is on the activity is due when the student returns to class.

The school’s make-up work policy is as follows:

- For make-up work due to absences, students are allowed one day for every day missed. For example, if students miss three days of school, they have three school days before their make-up work is due.
- In grades 7-12, it is the student’s responsibility to find out what work was missed and then complete all assignments according to late work guidelines.

**Literature Evaluation Policies**

Literature evaluation for classroom work and library inclusion is coordinated with the Language Arts teachers, the curriculum coordinator, and the Administrators. At times, works that contain non-Christian ideas or philosophies are presented to allow students to better understand the thoughts of those who do not profess Christ as Savior. For example, Christian students need to understand what evolutionists believe so they can better answer incorrect assumptions and provide a clear and correct response from scripture.

To develop a biblical worldview, students need to understand what is included in a worldview without God. As students progress in the study of literature, it is necessary to read writings considered classics in academic circles to be prepared for the Stanford Achievement Tests and other college entrance tests. There may be certain works of literature required in an AP or Honors class that might be objectionable for some parents. Parents always have the right to ask a teacher for a substitute work of literature if the one assigned to their child is offensive to them.

For materials assigned in class or included in the school library, the Administrator makes final decisions after input is received from Language Arts teachers and the Librarian. General guidelines to evaluate literature are:

1. The work of literature must have literary value and directly accomplish learning goals.
2. The work must not have pervasive profanity, vulgar, or coarse language.
3. The work must not contain age-inappropriate topics, especially in matters dealing with immorality.
4. The work must not be counter-productive to the philosophy, goals, and mission of SCCS.
5. The work must always be taught in a way correcting improper thinking from a biblical perspective.
**Lockers**
Students in grades 7-10 are assigned lockers and must provide their own locks at the beginning of the year. The lockers should remain locked at all times as SCCS will not take responsibility for items that are missing or stolen. Inappropriate pictures, posters, etc. are not to be hung inside the lockers, and lockers should always be kept neat and clean. Because SCCS reserves the right to check the contents of lockers at any time, students lock will be cut off and ruined if a locker check is needed. If a student chooses to trade a locker with another student, they must inform the front office of the change. Students in grades 11 & 12 must request lockers.

**Physical Education Participation Requirements**
Physical Education is required by the State of California and students must participate to earn credit. Students will be excused from class only if they have a note from a doctor or the school nurse. Students who claim to be unable to participate and do not have a note will have their grade lowered due to the lack of participation. The school will honor notes from home asking for students to be excused from participation, but the students will lose credit if they exceed the limit of allowable absences over the course of a semester. Also, if students bring notes from doctors or parents excusing them from PE, they are not eligible to practice or play in a game in an SCCS sport for the remainder of the day. Students unable to participate in PE activities will be given alternate duties and instructional material appropriate to the course and may require homework.

**Report Cards**
The purpose of a grade-reporting system is to provide both parents and students with concrete information about academic progress. This also provides teachers the opportunity to notify parents about student attitudes, classroom behavior, or any other potential problems. Progress reports (secondary only) and quarterly report cards are emailed through RenWeb on the dates indicated on the RenWeb calendar. Semester grades are cumulative over the course of the whole semester.

**Spiritual Life Activities**
Our Spiritual Life Retreats get the students away from the hustle and bustle of the classroom and into a more reflective setting. During this occasion, the students are challenged with dynamic speakers and worship. This valuable time away inspires the students to prioritize their lives based on what really matters, and helps to set the spiritual tone of the year to come.

SCCS hosts a special event in the spring called “iServe”. The purpose of the event is to help the students learn how to live out their faith and allow what they believe to impact others for Christ. Several opportunities for service projects, mission trips, and serving others are presented to the students and they may choose what they would like to do. Special chapel services and spiritual training in preparation for iServe is included with the activities.

During the second semester, the secondary students hold a spiritual emphasis week, called Nexus. The priority of the week is to present a challenge to all of the students to deepen their spiritual walk with Christ. Special chapel services, prayer groups, and other activities are planned as part of this week.

There are many more opportunities for the students to grow through weekly prayer meetings, discipleship groups, service opportunities, special times of worship, and evangelism nights.
**Standardized Testing**
SCCS administers the TerraNova (standardized test) to all students in kindergarten through grade 11 every April. These tests are given over a one-week period and then sent away for scoring in order to provide parents with specific information concerning the academic standing of each child. These tests are given to both public and private school students across America and provide valuable information on student achievement compared with others of the same age and grade level.

The InView Test (IQ Test) is also given to students in the 3rd, 5th, 7th, and 10th grades. When the results of the IQ tests are compared with achievement test scores, it can be determined whether or not students are achieving at their ability level. All test results are sent to parents in the month of June or July.

Students in grades 10-12 also take specific national tests in preparation for college enrollment. These tests are a very important factor in gaining acceptance into colleges and universities. The PSAT tests for grades 10 and 11 are given at SCCS, while the SAT tests for juniors and seniors are offered in the Santa Clarita Valley. Parents are given information for SAT tests so they can register and pay the test fee to the company administering the tests.

**Student Automobiles**
Driving a car to school is a privilege given to secondary students as long as they drive safely on campus. Students will be assigned a specific area to park, but are not allowed to drive off-campus during the day. Any abuse of this privilege will result in the revoking of permission by SCCS to drive or park on campus. A parental consent form, including insurance verification, must be on file in the school office. SCCS is not responsible for any damage done to cars in the parking lot. There is a small fee for having a parking permit for campus.

**Students Working During School Hours**
Students are not allowed to leave campus during the school day for the purpose of working. Exceptions are made for seniors who have a work opportunity that does not conflict with classes required for graduation.

**SCCS Transcript Policy**
In an effort to maintain the highest academic integrity in both program and records, SCCS strives to honor God and satisfy the legal requirements toward the ethical and equitable treatment of each student’s transcripts. Also, while tracking and calculations are mostly automated within RenWeb, students and/or parents must alert SCCS administration to any errors noticed on a transcript. Transcripts are made visible at least once a year and parents/students are alerted through RenWeb.

A transcript from SCCS is primarily a record of the coursework completed at SCCS. However, SCCS approved courses completed through partner institutions will also be recognized as part of a student’s SCCS GPA. Currently, The Master’s University, Colorado Christian University, and AlphaOmega Online Academy are the only approved partner institutions for coursework calculated into a student’s SCCS GPA. With this in mind, the following policies should be read carefully and understood before making decisions on coursework:

1. The following coursework will be reported on an SCCS transcript:
   a. Coursework taken at SCCS (Regular classes = 4.00; Honors classes = 5.00 scale)
   b. Approved coursework completed through TMC and CCU (5.00 scale)
   c. Approved coursework completed through AOA (4.00 scale)
   d. Approved coursework completed at other accredited school or college (4.00 scale)
2. Only coursework completed at SCCS or through its partner institutions will factor into a student’s SCCS GPA. Transferrable coursework from other institutions will be factored into a student’s CUM GPA. Transfer students previous coursework will also be factored into their CUM GPA, but not the SCCS GPA.
3. Approved courses taken outside SCCS and reported on an SCCS transcript will be designated with a “T,” indicating that this course is a transferred course.
4. The highest GPA possible for a transferred course is a 4.00.
5. All transferred coursework must have an official transcript from the institution offering the class. This school must be an accredited institution.
6. Students should keep official transcripts of all work done outside SCCS in order to submit them to any college who may request them.
7. Students who take a class outside SCCS must submit a copy of the approval form that was signed by the Principal prior to taking the course. If a course is not preapproved it cannot be added to the transcript.
8. Credit recovery coursework will be reported on our transcript per the transfer credit policy outlined above. An official transcript from the institution providing the credit recovery must be submitted to SCCS.
9. Seniors transferring courses required for graduation must have coursework completed and transcripts submitted by May 1 in order to participate in graduation events.
10. Final transcripts for graduates are submitted to colleges the week after graduation. All approved coursework to be applied to a transcript must be submitted by the last day of classes for seniors in order for it to be included on a student’s final transcript.

**Valedictorian/Salutatorian Determination Policies**

It is the desire of SCCS to identify the most worthy candidates to be honored each year as the Valedictorian and Salutatorian of their graduating class. There are many variables that affect a student being considered for this honor. It is our desire to honor students who have strong academic performance as well as exemplary character amongst their peers and teachers.

SCCS has established the following criteria for selecting Valedictorians and Salutatorians:
1. Students must have attended SCCS for their entire junior and senior year (4 semesters).
2. A student’s SCCS GPA will be considered above their CUM GPA when determining Val/Sal.
3. Additional factors will be considered, such as:
   a) Achievement Test Scores
   b) SAT and/or ACT test scores
   c) Selection of courses taken.
   d) Character and integrity
   e) Service and extracurricular involvement
4. The Administrator, Principal, and Executive Assistant will be responsible to meet as a committee and come to agreement as to whom should be honored as Valedictorian and Salutatorian.
5. In the event that one of the nominees is a child of the administrative committee members identified in #4, that person will step aside from the discussion and decision.
6. A student’s final GPA will be determined after 4th quarter grades are turned in at the end of the year.

**Work Permits**

California law requires that all students under the age of 18 obtain a work permit if they are employed in a job other than babysitting or newspaper delivery. Work permits and work permit information are available in the school office.

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