

Gospel of Grace Christian School

Student Handbook 2020-2021

**315 Central Avenue
Cheltenham, PA 19012
ggchristianschool.org**

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**Office Hours: Monday through Friday
8:00 a.m. until 4:00 p.m.**

Campus:

Cheltenham, Pennsylvania

The Cheltenham, Pennsylvania Campus of Gospel of Grace Christian School is registered with the Commonwealth of Pennsylvania Department of Education as a Nonpublic, Non-licensed Day School operated by a bona fide church: Gospel of Grace Ministries.

Notice of Nondiscriminatory Policy Regarding Students

The Gospel of Grace Christian School admits students of any race, color, or national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, or national and ethnic origin in administration of its admission policies, scholarships and loan programs, and athletic and other school-administered programs.

Chapter 1

Purpose & Statement of Faith

Purpose

GOSPEL of Grace Christian School exists to equip students with an intimate, personal knowledge of Jesus Christ, along with the highest standards in academics. Jesus Christ is the focal point of all learning, since all things were created by Him and for His glory, Col. 1:16: *“For by him were all things created, that are in heaven, and that are in earth, visible and invisible, whether they be thrones, or dominions, or principalities, or powers: all things were created by him, and for him:”* Academics cannot thus be separated from Jesus Christ, but are inherently bound to a knowledge of Him. GGCS incorporates Biblical Worldview teaching across all subjects.

VISION

Our vision is for students to grow spiritually, cognitively, emotionally, socially, and physically.

Ultimately, we hope that students will come to a saving relationship with Jesus Christ. Students must be armed with a full knowledge of Jesus Christ and His word so that they are not spoiled by the deceptions so prevalent in the world today. To this end, students shall be taught a Biblical Worldview in Creationism (which is the only true and Biblical view of the existence of the universe and all that is in it), as well as a Biblical Worldview in all other disciplines.

Jesus Christ in His fullness as Savior, Lord, Healer, and coming King shall be taught to all students. Students shall be taught the value and importance of accepting God's free gift of salvation through Jesus Christ, and the fact that they are **saved by grace alone through faith, Eph. 2:8-9**. They shall also learn to present their bodies as living sacrifices for Jesus Christ to live in and through them to perform His good work, and to continue His ministry for the salvation of precious souls through their spirits and bodies which are His, Romans 12:1-2.

Statement of Faith

We believe that the Holy Scriptures of the Old and New Testament (66 books) are divinely inspired and have been provided by God as our final authority in faith and life. These scriptures are infallible and inerrant. We believe in God the Father, Son, and Holy Spirit as one, yet three distinct persons. We believe Jesus Christ was virgin-born, lived without sin, and died and rose again to obtain salvation for those who will trust Him alone by faith.

We believe that we, as mankind, are dead in sin, incapable of earning any favor of God. Romans 3:10-12: *“As it is written, There is none righteous, no, not one: There is none that understandeth, there is none that seeketh after God. They are all gone out of the way, they are together become unprofitable; there is none that doeth good, no, not one.”*

We believe that salvation comes as a free gift from God to those who trust Him; that they are kept by His promise and power, Ephesians 2:8-10: *“For by grace are ye saved through faith; and that not of yourselves: it is the gift of God: Not of works, lest any man should boast. For we are his workmanship, created in Christ Jesus unto good works, which God hath before ordained that we should walk in them.”*

And in 1 Peter 1:3-5 we read: *“Blessed be the God and Father of our Lord Jesus Christ, which according to his abundant mercy hath begotten us again unto a lively hope by the resurrection of Jesus Christ from the dead, To an inheritance incorruptible, and undefiled, and that fadeth not away, reserved in heaven for you, Who are kept by the power of God through faith unto salvation ready to be revealed in the last time.”*

We believe that those truly born again will not use God’s gift as a liberty to continue in sin, but will be yielded to separate from worldly and sinful practices out of love for Him.

Rom 6:1-4: *“What shall we say then? Shall we continue in sin, that grace may abound? God forbid. How shall we, that are dead to sin, live any longer therein? Know ye not, that so many of us as were baptized into Jesus Christ were baptized into his death? Therefore we are buried with him by baptism into death: that like as Christ was raised up from the dead by the glory of the Father, even so we also should walk in newness of life.”*

We believe in the eternal, blissful estate of those who are saved, and the eternal punishment of those who are lost.

Chapter 2

Enrollment Requirements and Fees

GOSPEL of Grace Christian School is operated under Gospel of Grace Ministries. Enrollment is for children who, along with their parents, fully agree that the purpose, vision, and Statement of Faith contained in this handbook will be taught to students. Families who do not agree with Christian values and who do not want to be in this school should not be.

Parents of students enrolling at Gospel of Grace Christian School must submit an application for enrollment along with a \$75 non-refundable application fee. The parents must sign the application, acknowledging their obligations and promising to support the staff. (Of course, grievances may be presented to the administration by parents, but after due process is given the matter and a decision is reached, the parents should back the decision).

After the application is submitted with fee and supporting documents (e.g. school records, health records, etc.), the student and his/her parent(s) (both

parents where applicable) will be interviewed at the school. Depending upon the time of year, the student will normally attend for a short period of one to three days as a trial period. After prayerful consideration and review of school records from the previous school (if applicable) the administration will notify the parents of its decision. **Each student who enrolls has a 90-day probation period.**

Students who are already enrolled must register for the next school term by March 30th in order to reserve a spot before new applicants are considered for their particular grade. Reenrollment fee is \$50 by March 30th, and then \$75 thereafter.

Students must have all the items on the supply list and all books before starting school.

Tuition & Fees

The cost to educate one student for one school term at Gospel of Grace Christian School is considerable. Those who wish to enroll their child in Gospel of Grace Christian School must assume responsibility for their child's education. Tuition is an annual fee, but may be broken into 11 interest-free payments. The monthly payments are not based upon number of days attended during the month, but are simply a portion of the annual tuition paid in installments, just as car payments or home mortgages are paid on a monthly schedule. The payments

are due August 10th through June 10th . The following terms have been outlined for payment:

<u>Grade(s)</u>	<u>Tuition</u>	<u>Monthly Payment</u>
PreSchool (3 Yr)	\$4,950	\$450 x 11
Pre-K (4 Yr)	\$4,950	\$450 x 11
Kindergarten	\$4,950	\$450 x 11
Gr. 1-8	\$4,345	\$395 x 11

Family discounts apply as follows: If you have two children enrolled, you may deduct \$880 off the annual combined tuition (i.e. \$80 per month). If you have three children or more children from the same immediate family enrolled, you may deduct \$1,650 off the annual combined tuition (i.e. \$150 per month).

Parents must purchase their children’s books each year. The school will order the books at the school’s discounted prices and then charge the parents via Smart Tuition.

No student will be allowed to attend school unless fees are paid, tuition is paid, and books and supplies are in the possession of the student.

All tuition payments and fees (except for application fees) are paid to Smart Tuition. Payments may be made 24 hours per day, 7 days per week using

various payment methods online or by telephone. All invoices must be paid by the 10th day of each month to avoid late fees. Balances not paid by the 20th of the month will warrant further action, including suspension until payment.

The State of Pennsylvania has allowed a program called the EITC so that students may have school choice. EITC stands for Educational Improvement Tax Credit, and it is through this program that scholarship foundations exist, so that you may receive financial assistance in paying tuition. Following is a partial list of foundations with their contact information. Please take advantage:

ACSI Children's Tuition Fund of PA
845 Silver Spring Plaza, Suite B
Lancaster, PA 17601
www.ACSI.org
(717) 285-3022

Black Alliance for Educational Options (BAEO)
1207 Chestnut St (2nd Floor)
Philadelphia, PA 19107
(215) 851-1795

Bravo Foundation
20 N. Market Square, Ste. 800
Harrisburg, PA 17101
(717) 214-2200
www.thebravofoundation.org

Bridge Educational Foundation, Inc.
909 Green Street
Harrisburg, PA 17102
(717) 214-6792
www.bridgeedu.org (click “For Parents”)

Children’s Scholarship Fund of Philadelphia
PO Box 22463
Philadelphia, PA 19110
(215) 670-8411
www.csphiladelphia.org

Family Choice Scholarship Program
23 North Front Street
Harrisburg, PA 17101
(717) 743-1146
www.pafamily.org

Free Enterprise, Inc.
123 Market Street
Sellingsgrove, PA 17870
(570) 713-7765
Freeenterprise@gmail.com
www.freeenterpriseinc.org

Henkels Foundation
985 Jolly Road
Blue Bell, PA 19422
(215) 283-7600

The Phila Foundation Community Scholarship Fund
The Philadelphia Foundation
1234 Market Street (Suite 1800)
Philadelphia, PA 19107
www.philafound.org

Go Forward Education Foundation, Inc.
PO Box 1307
Newtown, PA 18940
Or FAX appl to (215) 860-7870
www.goforwardeducation.org
Questions? (215) 860-7800

Chapter 3

Absence And Tardiness

Absence

ABSENCE from school interrupts student learning, smooth classroom flow, teacher lesson planning, and many other aspects of education; therefore, students should be at school every day that school is in session, if at all possible and feasible. School begins each day at 8:10 a.m. and ends at 3:30 p.m.

Students should not attend school when they are sick, or when their condition will create disturbances to others. Parents should trust God for wisdom in deciding whether their child should attend, James 1:5. Also, **parents should call the school** before starting time and inform the administration that his/her child will be absent **and why**.

The student must return to school after absence with an excuse note signed **by the parent**.
PA school code:

(24 P.S. 13-1327 Compulsory Attendance and Truancy Elimination Plan) "All absences should be treated as unlawful until the school district receives a written excuse explaining the reason(s) for an absence. Parents/guardians and students should submit the written explanation within three calendar days of the absence and should be informed that if they fail to provide a written excuse within three days of the absence, the absence would be permanently counted as unlawful."

Make-up Work. The due date of makeup work is equal to the number of days absent (i.e. if a student is absent one day, his/her work is due one day after returning to school. If the student is absent two days, the work is due two days after returning to school).

Excused absences include sickness, death in the immediate family, and possible other situations that will be determined upon their own merits by the school administration.

Unexcused absences: The administration may deem an absence to be unexcused. By law, the equivalent of three unexcused absences accumulated during the school year **must be reported**.

Vacation: A parent may remove a student for vacation. Please inform the school **one week prior** to the vacation.

In any case, absences are accumulated throughout the year (excused and unexcused).

(24 P.S. 13-1327 Compulsory Attendance and Truancy Elimination Plan) **D. Cumulative Lawful Absences:** A maximum of ten days of cumulative lawful absences verified by parental notification may be permitted during a school year. All absences beyond ten cumulative days should require an excuse from a physician.

Students who exceed the 10 days will be retained in their grade level, unless the days in excess of the 10 allowed days are made up in the summer. (The cost of the summer days will be paid in advance by the parents. Also, the student must attend during the scheduled summer school days.)

Tardiness

Gospel of Grace Christian School considers the teaching of basic disciplines very important in the education of a child. Being punctual is one of these basic disciplines, which is a lifelong desirable attribute for a child to possess. Employers expect employees to be punctual and students should learn this from the first day of school.

Parents should set an example by making sure that their children arrive at school on time and by making sure they are able to leave school on time. If a parent is not able to pick up his/her child on time after school, the child will go to aftercare at 3:45 p.m. and the parents will be billed \$4.00 per hour.

Students who arrive very late or leave early may possibly be considered $\frac{1}{2}$ day absent. A student must be signed out or have a written note from the parents/guardians in order to leave school early.

Chapter 4

Before & After Care; Visitors

SCHOOL begins each morning, Monday through Friday, at 8:10 a.m. School ends at 3:30 p.m. Before and after care are provided at a cost of only \$4 per hour. Before care begins at 6:30 a.m. and ends at 8:00 a.m. After care begins at 3:45 p.m. and ends at 6:00 p.m. Parents will be billed for before and after care through SmartTuition, the company that collects tuition for our school.

No child will be released to any person who is not on the pick-up list. The pick-up list is a list that you provide of persons who may pick up your child. The person will be asked to produce photo ID until well acquainted with staff. If you must have someone pick up your child who is not on the list, then you must call the school before pickup time, give your password, and inform us of the identity of the person who will be picking up your child. The

person, upon arriving at the school to pick up your child, will be asked to show valid photo ID (e.g. State Driver's License).

If a parent is going to be later than 6:00 p.m. when picking up a child from after care, than he/she should call the school to report the emergency circumstance. If a student is not picked up from after care by 6:00 p.m., the parent will be charged \$1 per minute for every minute after 6:00 p.m. If the child is not picked up by 7:00 p.m., by law we must call the police.

VISITORS

All visitors must come to the office and obtain a visitor's badge. A visitor is anyone other than a student, teacher, or staff member. Persons in the building without a badge might be viewed as intruders and reported to police.

RE-ENTRY INTO CLASSROOMS

Classrooms will be closed at 3:45 p.m. each day unless a parent schedules a meeting with a teacher ahead of time. If a student forgets books or other items, he must retrieve them the following day.

Chapter 5

Behavioral Rules and Guidelines

Students who appreciate God's great gift of salvation through Christ and who are allowing Christ to live in and through them each day will enjoy a wonderful transformation. The very life and character of Christ will shine forth in their lives and the fruit of the Spirit will be borne by His indwelling.

As a school, we do find it necessary to establish some very basic biblical guidelines for behavior. These are written to ensure the rights of those around us, as well as a safe and harmonious environment that is conducive to learning:

- **Honor and respect all teachers & staff.**
- **Respect buildings, grounds, & equipment; therefore chewing gum is not permissible.**

- **Keep hands to yourself and speak positively about others.**
- **Avoid all physical contact, such as kissing, hugging, etc. on school property and at school events.**
- **Keep your assigned areas neat and clean.**
- **Dress modestly in accordance with policy.**
- **Complete all homework assigned.**
- **Arrive on time.**
- **Come to class fully prepared and equipped, but do not bring personal electronic devices or books/magazines that have not been approved.**
- **Occupy free time by working wisely.**
- **Raise your hand and wait to be called upon before speaking in class.**
- **Remain at school and in scheduled classes until dismissed.**
- **Respect the rights of others by conducting yourself in a quiet and orderly manner in all parts of the building and yard.**

NOTICE: Surveillance Cameras with audio (visible and hidden) are in use on premises along with recording devices. These recordings are available to administration only, except where required by law enforcement agencies.

DISCIPLINE

When a child's actions are not conducive to a fruitful learning environment and are not Christ-honoring, a note will be sent home to the parents informing them of the behavior. Certain types of behavior may warrant discipline beyond verbal correction or sending a note to the parent.

DETENTION

One possible corrective measure for violations is detention. Parents will be called and informed of the detention ahead of time.

SUSPENSION

There are some infractions that might warrant suspension. Fighting, bullying, racial slurs, cheating, plagiarism, lying, stealing, cursing, defiance, AWOL, etc. are examples of infractions warranting possible suspension. Acts of Aggression and Sexual harassment may warrant suspension or expulsion. Suspensions will be served at home.

EXPULSION

On rare occasions a student's actions may warrant expulsion. Drug possession, weapon possession, usage of items as a weapon, etc. are serious matters that might involve police and will warrant expulsion. A student who is suspended three times warrants expulsion. Due process will be given the situation and the Lord's guidance will be sought through prayer in all such situations.

Also, if the general behavior and attitude of a student is determined to be detrimental to the educational process or to the spiritual interests of other students, that student may be expelled from the school.

PRESCRIPTION DRUGS

All prescription medications must be turned in at the office in the morning and must be accompanied by a doctor's written prescription. All medications will be administered in the office. Any person who distributes prescription drugs to another student (for whom the medication is not prescribed) will be guilty of drug distribution.

INTERNET AND SOCIAL MEDIA:

God desires that Christians be transformed into the image of His dear Son. Often Christianity is mocked

because teens display images or text about alcohol use, drug use, violence, flash mob involvement, foul language, sexual insinuation, or character defamation and bullying on Facebook, etc. Alcohol use before the age of 21 is illegal, and drunkenness is illegal by God's law at any age.

Misuse of the internet or other media will warrant disciplinary action, including possible suspension or expulsion.

CELL PHONES:

Cell phones are not permitted in class for many reasons, including cheating by texting others for answers. If a student has a cell phone during the school day (whether turned on or off), the phone will be held until the parent comes to meet with the principal.

PARENT SUPPORT:

Following is a list of **FIVE DUTIES** that parents should consider seriously to increase their child's learning capability and to assist the faculty:

- 1) Make sure your child's homework is completed before bedtime.

- 2) Make sure your child goes to bed early so that he/she gets sufficient rest.
- 3) Your child should have breakfast to stimulate the mind and body upon waking in the mornings. You must provide a lunch also, or money to purchase lunch at school.
- 4) Make sure your child is on time.
- 5) Ensure that your child is dressed properly, in accordance with the dress code found in Chapter 7.

Chapter 6

Curriculum, Grading, and Awards

THE curriculum used at Gospel of Grace Christian School is Christian-based (i.e. all subjects are presented from a Biblical Worldview). Christ is acknowledged in every subject since He is the Creator of all things. Even the laws of math and science were created by Him and glorify His name.

Bob Jones University Press is the primary provider of our text books. We continue in our effort to provide the most effective curriculum and the highest standards possible with the help of the Lord.

Gospel of Grace teaches/offers all State-mandated subjects. Students in Kindergarten through Grade 8 are tested annually, using the Iowa

Tests of Basic Skills® and the Cognitive Abilities Test.

GRADING

The following grade scale is used in grading all classwork and homework and will be used on report cards:

A=	90-100	Excellent Work
B=	80-89	Above Average Work
C=	70-79	Average Work
D=	60-69	Below Average Work
F=	0-59	Failure

HONOR ROLL/AWARDS

Each marking period, students who attain a 3.5 GPA or higher are awarded an Honor Roll certificate. At the end of each semester, an awards ceremony is held at a general assembly of the school. Students are honored with various awards for Honor Roll, Perfect Attendance, Citizenship, Christian Testimony, etc.

Chapter 7

Dress Code and Hygiene

SCHOOL uniforms are mandatory for grades Kindergarten through Grade 8 at Gospel of Grace Christian School. Students must enter school in uniform and according to dress code, and leave in uniform and in accordance to dress code. The uniforms can be purchased from Flynn & O'hara.

Excessive jewelry is not permitted. It is acceptable for girls to wear a **single stud** in each ear in the **lobe only**. Hoops or dangling earrings are not allowed. No other piercings are allowed, nor are tattoos permitted. No unnatural hair colors are accepted.

Gym clothes may be worn at Physical Education, recess, or sports activities times. Specific uniforms might be required for sports teams. See the coach for details.

For safety, no jewelry is permitted during Physical Education or sports activities.

DRESS DOWN

Each Friday students may pay \$2 and dress down. If the student does not bring \$2, he/she will be treated according to “Enforcement” below. When students dress down, the jewelry rules still apply, as well as the modesty portions of the dress code, such as no see-through clothing, no cleavage showing, no midsections showing, etc. Clothing may have manufacturers’ trademarks, but no other pictures or words, except for Christian tee-shirts/sweatshirts.

ENFORCEMENT

The dress code will be strictly enforced. When a student is found to be in violation of the dress code, the student will be brought to the office and the parent called. Correction of the child’s dress will enable him/her to return to class.

HYGIENE

Personal hygiene is an important factor pertaining to every interactive group of people, as one person’s condition might affect many others. Any student with a contagious condition should be kept at home

and the condition reported to the school administration (any such information will be kept confidential, if at all possible.)

If a faculty member discovers a contagious condition on a student (including lice), the student with such a condition will be sent home at the discretion of the administration. The school administration has the right to determine what is to be considered a contagious condition according to Health Department advice.

Students must bathe regularly. Clothing and overall appearance should be neat and clean.