“...Like a tree planted by streams of water, which yields its fruit in season.”
Psalm 1:3
“Blessed is the man who does not walk in the counsel of the wicked or stand in the way of sinners or sit in the seat of mockers. But his delight is in the law of the Lord and on His law he meditates day and night. He is like a tree planted by streams of water, which yields its fruit in season and whose leaf does not wither. Whatever he does prospers.”
Psalm 1:1-3

Dear Parents and Students,

The theme verses for our school make it clear that we are influenced by what we value. Whether we “walk in the counsel of the wicked” or “delight in the law of the Lord” will determine whether we wither or bear fruit.

As students, parents, faculty and staff, we all want to prosper. We often think of prosperity in terms of friends, money, and possessions. However, true prosperity is knowing and loving God – running after Him with all of our heart, soul, mind, and strength. This relationship comes from being first planted through the understanding and personalizing of the gospel and then from being watered by God’s Word and His Spirit.

Let us resolve as a high school community to not wither, but seek to bear fruit for our Savior and Lord!

Please acquaint yourselves with the policies and procedures outlined in this Parent & Student Handbook. It will offer direction, guidance, and understanding as you proceed through your high school years at Wilmington Christian School.

In Christ’s Service,

Doug Haas
High School Principal
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Foundational Statements

Mission Statement

Wilmington Christian School provides a Christ-centered, challenging academic program with instruction based on the Biblical view of God and the world. WCS teaches, influences, and encourages each student to effectively integrate Biblical truth into his/her daily life and to impact the culture for Christ.

Statement of Faith

- We believe that there is one sovereign God, eternally existing in three persons: Father, Son, and Holy Spirit (I Timothy 1:17).
- We believe the Bible to be the inspired, the only infallible, authoritative Word of God for both faith and practice (II Timothy 3:10).
- We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory (Hebrews 1:1-3).
- We believe that for salvation of both lost and sinful men, one must be saved by the ministry of God’s Holy Spirit (Acts 16:31).
- We believe in the present indwelling ministry of the Holy Spirit, whose intercessory and sanctifying work continually renews the Christian and enables him/her to live a godly life in conformity with the Scriptures (John 14:15-17).
- We believe in the resurrection of both the saved and the lost: they that are saved to the resurrection of life, and they that are lost to the resurrection of damnation (I Corinthians 15).
- We believe in the spiritual unity of believers in our Lord Jesus Christ (Hebrews 10:22-25).

Philosophy

The primary reason for the existence of Wilmington Christian School is to provide a Christian based education for children of Christian families. By “Christian families,” the school means those families who believe and are committed to the Scriptural principles that are enunciated in the WCS Statement of Faith. This is in harmony with the fact that the school views itself as an extension of the home as it fulfills its Biblical responsibility for the educating of children.
Philosophy of Christian Education

The educational program, methods of instruction, and all activities at Wilmington Christian School are dependent upon a Biblical philosophy of education so that the viewpoint that students encounter, in any subject area, is one that provides Biblical truths, and the principles for interpreting and applying these truths. The entire process of education is seen as the means by which God brings the revelation of Himself to the student through personal faith and the integration of Biblical truth in every area of life. We believe that the concepts of a Christian education include the following tenets:

A. Theological Integration
   1. God is the Creator and Sustainer of all things, and the source of all truth (Colossians 1:15-20).
   2. God has revealed Himself in a general way in creation (Romans 1:18-25), and in a special way through Jesus Christ and the Bible (Hebrews 1:1-3).
   3. God created man in His own image, and thus man is responsible to God for his actions (Genesis 1:26-31).
   4. Personal faith in Jesus Christ and knowledge of the Bible are essential to proper spiritual, mental, social, and physical growth (2 Timothy 3:14-17).
   5. The Holy Spirit indwells each believer and is significant in his/her education by bringing conviction of sin, revealing Christ’s glory, and guiding the believer into truth (John 16:7-14).

B. Relational Integration
   1. Wilmington Christian School exists primarily as a co-educational, independent, interdenominational school consisting of grades K through 12, in a traditional classroom setting.
   2. The school serves as an extension of the home. Parents have the primary responsibility for the education of the child; and the school is an institution developed to aid or to complement the family. The function of the school is not to replace the home, but to work in cooperation and unity with the home.
   3. The school holds the parent-teacher relationship as essential to all that each seeks to do. Communication between the parent and teacher is vital to the proper development of the student, and the formation of a secure bond among the three.
   4. The family, the church, and the school provide stability in the education of the student for a life of fellowship with man and service to God (Ecclesiastes 4:12).
   5. Prayer by parents, teachers, staff, and students is paramount in affecting the hearts, minds, and lives of the students, and upholding the ministry of the school (James 5:16).
   6. God has created each student as a unique individual. It is the teacher’s responsibility to challenge each student according to his/her abilities and achievement level, while calling the student to
righteous living (2 Timothy 2:15):

a. Man’s purpose in life is to render God the glory in all things, for he was created to have dominion over the creation, to care for it, to replenish it, and to subdue it (Genesis 1:28-30).

b. True values are perceived in the Word of God, not in the reasoning of man apart from God. The Christian is not to be conformed to the world (Romans 12:1-2).

c. Moral standards and a value system consistent with the Bible best prepare a student for fulfilling his responsibilities as a member of society (2 Peter 1:2-8).

C. Instructional Integration

1. The curriculum and course of study at WCS is designed to incorporate the Christian view of God and the world.

2. All subjects are taught from this Christian perspective which includes the following basic assumptions:

a. Creation: the recognition that the universe is the creation of a living God, and that man was created to be the steward of this creation and that all we can know is as an image-bearer of our Creator God.

b. Fall: the realization that man, through the temptation to be like God, fell from God’s grace into sin, and that all creation bears the scars and disintegration of that fall.

c. Redemption: the acceptance of Christ’s atoning work on the cross, which brought us into a new and righteous standing with God. In developing a personal relationship with Christ as Savior, we can then see knowledge and learning in its full scope and relationship to faith.

d. Restoration: the ministry of Christian Education then becomes a life-long process of restoring the body of understanding, wisdom, and knowledge to its proper place as an expression of the glory of God and His Word to us.

3. The teacher is the best communicator of this bond between God, His truth, and the body of knowledge needed for meaningful life and growing faith.

4. The ultimate aim in Christian education is to develop and foster an “alternative consciousness” in the student, fitting him/her with vision that will look at the world, and all therein, from God’s perspective.

Educational Objectives

Wilmington Christian School is committed to the historic Christian perspective of life as set forth in the Scriptures. We believe that the reverent fear of God is the beginning of wisdom; that fellowship with God is the true basis for fellowship with one another; and that God has uniquely created each student. The chief goal of
the school is to assist all students to grow in the understanding of God and man, and to develop their capabilities to the greatest degree so that they may become “equipped for every good work” (2 Timothy 3:14-17). Particular core values that stem from these premises are expressed as seeking to produce graduates, with a Christian worldview, who, under the counsel of the Holy Spirit:

- See God as the Creator and Sustainer of the universe and man.
- Know, understand, and apply God’s Word in their daily lives.
- Commit to a personal relationship with Jesus Christ.
- Are empowered by the Holy Spirit to pursue a life of faith, goodness, knowledge, self-control, perseverance, godliness, brotherly kindness, and love.
- Can articulate and defend their faith and their Christian view of the world, while having an understanding of opposing worldviews.
- Understand the worth of every human being as created in the image of God.
- Personally respond to the Great Commission, both locally and around the world.
- Treat their bodies as the temple of the Holy Spirit.
- Are actively involved in the church community, in order to worship God and minister to others.
- Will seek to fulfill what the Lord requires in “acting justly, loving mercy, and walking humbly with their God” (Micah 6:8).
- Participate in appropriate social and civic activities.
- Are prepared to practice the principles of healthy, moral, family living.
- Respect and relate with integrity to the people with whom they work, play, and live.
- Value intellectual inquiry and engage in the marketplace of ideas.
- Become life-long learners.
- Develop skills to question, solve problems, and make wise decisions.
- Apply Biblical ethics and standards of morality to every part of life.
- Can apply themselves to their studies, activities, and responsibilities, desiring to excel in their academic work.
- Are well prepared in all academic disciplines and are skilled in reading, writing, speaking, listening, and thinking.
- Are proficient in mathematics and science, seeing the God of order and creation in their studies.
- Have a knowledge and understanding of people, events, and movements in history, along with the cultures of other people and places.
- Gain an appreciation of our American heritage and the problems facing our nation and the world.
- See their obligation to be responsible citizens of the United States of America.
- Appreciate literature and the arts, with an understanding of how they express and shape one’s beliefs and values.
- Have a critical respect of languages and cultures of other people, promoting inter-ethnic harmony, and encouraging Biblical hospitality to the “alien and strange” (1 Peter 4:9).
- To promote physical fitness, good health habits, and an appreciation of the body as the temple of God.
- Know how to utilize resources, including technology, to find, analyze, and evaluate information.
- Develop their creative skills, by gaining exposure to the fine arts.
- Have an appreciation for the natural world and practice responsible stewardship of God’s creation.
- Understand that work has dignity as an expression of the nature of God.
- Are good stewards of their finances, time, and other God-given resources.

**Standard for Community Life**

One of the main goals of Wilmington Christian School is to assist parents in nurturing a Christian mind and heart in our students. WCS exists to build an environment in which a student’s spiritual, mental, and emotional growth can thrive, integrating all aspects of school life in a Biblical context. We, then, seek this Christian perspective developed in their conduct and attitude, not only at school, but also at home, and in the larger world community. Therefore, parents and students who enjoy the privilege of enrollment at WCS must agree to the responsibilities of behavior that the school sets as standard.

This standard is based upon the student making conscious choices rather than mere acceptance of worldly values and conduct. The concept of “What Would Jesus Do” forms the basis for responding to the school’s expectations. The standard is not intended to be legalistic or confining to youthful exuberance and maturity. It is set before our student body to be a guide for living that incorporates the Word of God, the indwelling Holy Spirit, and the desired atmosphere in our school. To this end, Wilmington Christian School students will strive to:

   - Be obedient to parental, school, church, and civil authorities
   - Cooperate with those in authority, bringing honor to God and our school
   - Cultivate humility in service to others
2. Communicate a positive attitude (Psalm 1:1, Proverbs 4:24, Ephesians 4:29)
   - Refrain from gossip, slander, and verbally hurting others
   - Work to resolve conflict in a manner that pleases God and promotes peace
   - Keep from mocking and scornful communication to authority and peers
3. Uphold a Biblical standard of morality (Proverbs 2:1-11, 1 Timothy 4:12)
   - Abstain from possession and use of alcohol, tobacco, and illegal drugs
   - Do no use profanity or vulgarities
   - Flee from sexual sins
4. Maintain a Godly lifestyle (Proverbs 6:10-19, Colossians 3:8-10, 1 Peter 1:3-8)
   - Be honest and trustworthy in your relationships and responsibilities
   - Seek to build faith and the fruit of the Spirit in yourself and others
   - Promote and practice forgiveness

In all that we seek to be and do, WCS desires to teach, imitate, and promote the example of Christ as portrayed in Philippians 2:1-16. We ask that our parents and students join us in that commitment.

**Affirmation of Standards**

Wilmington Christian School seeks to be one of the three major influences in family life. We view the home, the church, and the school as three strands of a “cord that is not easily broken” (Ecclesiastes 4:12). Because of the times and society in which we live, it is imperative that these three institutions work in harmony as we strive to nurture young people in a Christian world and life view. As part of this focus, we at WCS require our faculty, staff, and families affirm, on an annual basis, their pledge to the basic principles of faith and conduct, along with their commitment to be in regular worship in a local church. This is not to be viewed as legalistic dictate, but rather a way to assist the school in maintaining consistency, stability, and unity. To this end, we require each family to affirm their belief and agreement with the following:
   - WCS Statement of Faith
   - Statement of Church Affiliation
   - Standard of Community Life

**Non-Discriminatory Policy**

Wilmington Christian School admits students of any race, color, gender, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at WCS. The school does not discriminate on the basis of race, color, gender, national and ethnic origin in the administration of its education policies, admission policies, tuition assistance programs, athletics, the arts, and other school-administered programs.
Attendance Policies

Attendance

The civil law requires that a student be regular in school attendance. We also believe that regular attendance is the only way for a student to progress academically and to benefit substantially from the total program of the school. The instructional program designed by each teacher is a progressive and sequential experience. It is, in a general sense, impossible for that experience to be “made up.” For these reasons, a continuous failure of a student to attend school will be seen as a serious problem. Failure of a student to attend school is considered an absence. The Board has established that students must be in attendance at school for a minimum of 85% of the school year in order to keep pace and achieve success in their educational development. Therefore, any student who accumulates more than 20 days of unexcused absences will be considered for retention in that grade, or possible dismissal from the school. Instances of disciplinary suspension from school are included in this 20-day limit.

A parent note must be submitted to the school office documenting any student absence. The reason for the absence should be included in the note. For high school students, absence from individual classes that total more than 20 days (14 for ½ - credit courses; 7 for ¼ - credit courses) will not receive credit for that course. Those students who experience long-term absence (a minimum of 5 consecutive school days) for medical reasons which would place them over the policy limit for attendance, must submit a letter to the Principal, along with a written explanation from a physician, indicating the nature of the illness and that it was just cause for the extended absence.

Students missing classes due to school-sponsored activities will receive an excused absence. School-sanctioned activities would include the following: field trips, athletic competition, or administrative removal (office discipline, in-school suspension, testing, and counseling).

Students that are present for only one class period on a given day are considered “absent”.

Tardiness

Students are considered tardy if they are not in their assigned classroom when the 8:00 AM bell sounds. When a student arrives late to school, he/she must go directly to the office to sign-in and receive a pass to class. Students arriving to school on a late bus are considered “excused tardy”. If a student has a medical or dental appointment that makes him/her late to school, it will be
termed “excused tardy”. A note from the doctor’s office is required upon return to school. It is at the principal’s discretion to assign “excused tardies” due to poor weather conditions.

Late Bus Arrivals

Students arriving to school late on a bus will be considered “excused tardy”. A “late bus” pass will be issued in these instances.

Half-Day Absences

Students will be credited with a half-day absence if they come to school but miss between four (4) and six (6) periods that day. Students missing more than fifteen (15) minutes of a class will be considered absent from that class.

Late to Class, Study Hall, and Homeroom

Students are required to be on time to class, study hall, and homeroom. Three “unexcused tardies” to class, study hall, or homeroom will result in an infraction. A student’s class participation grade is also affected by continued lateness. A teacher that detains a student will send them to the next class with a pass that will excuse the student’s lateness.

Early Dismissals

Students are expected to be in school for the entire day (8:00 AM to 2:40 PM). No students are permitted to leave school early in order to avoid a class, study hall, or to go out to lunch. Any such departure will be counted as a half-day absence and may have disciplinary consequences. Students will be permitted to leave school for illness, medical appointments, family illnesses, or funerals. Parents will provide written notice for such dismissals, through a signed note, FAX, or e-mail to the office staff. The date, time of dismissal, and mode of transportation should be included in the note. Notification should be given to the office before 8:00 AM in order for the student to obtain an early dismissal form to leave class. Students must come to the office and sign-out prior to leaving the building. If a student returns to school later that day, he/she should report to the office and sign in before returning to class. Missed days or ½ days of school due to appointments are considered “unexcused absences.
Truancy

Truancy, “skipping school,” is an absence without the knowledge and consent of parents and administration. This includes leaving the school campus without prior permission or staying out of scheduled classes, study halls, or activities without prior approval. Such actions will incur the following consequences:

- Skipping a scheduled class without permission = After School Detention
- Leaving the school campus without permission = Saturday Detention
- Each repeated offense will incur more severe consequences

Family Vacations

WCS discourages families from taking vacation during scheduled school days. If parents choose to take students out of school for vacation, parents must notify the principal in writing at least two weeks prior to the upcoming absence. The high school student is responsible to notify and make arrangements with each of his/her teachers in regards to missing work. In the event that students miss school due to a family trip, the teacher will use his/her discretion regarding the issuing of homework/class work prior to the trip. Any work given prior to the vacation must be completed and turned in as specified by the teacher; otherwise no credit will be given for the assigned work. Further, if the teacher decides that no work will be given prior to the trip, then all work missed is to be completed within the same number of school days the student missed.

Missed days of school due to vacation are considered “unexcused absences”.

Medical Policies

Medical Requirements

Delaware Public Health Law requires all students entering Wilmington Christian School to have a doctor’s physical before they begin classes. WCS provides a form for this purpose. This “Student Physical Form” must be on file before a student may attend school. All students in the summer prior to their junior year are required to have a physical. Additional forms are required if the student participates in interscholastic sports (DIAA Physical Form).
Immunization Policy

The school’s immunization policy adheres to Delaware Public Health Law, which requires all entering and attending students to meet the established immunization requirements. All students entering WCS must present documentation of the immunizations that are required. These immunizations are listed on the school’s “Student Health Requirements.”

Infectious Diseases

Each admitting case will be considered on an individual basis. The decision about admitting or continuing to enroll an infected student will be based upon evaluation of contagion, the behavior, neurological development, and the physical condition of the student. The expected type of interaction with others in the school environment and the possibility of contagion will likewise be considered in the decision. The decision about admitting or continuing to enroll an infected student will be evaluated by an ad hoc committee, established by the Board, which would include the student’s physician, a public health consultant, the school nurse, the head of school, the principal, and, if appropriate, the family’s pastor.

Medications in School

Students shall neither carry nor self-administer any medication while in school with the exception of emergency medications such as inhalers for asthma and Epinephrine Auto-injectors for severe allergic reactions, which may be carried by a student if proper documentation from the parent/guardian is on file in the Health Office. All medications are to be brought to the Nurse’s office for administration. Prescribed medications are to be kept in their original container, with all pertinent information on the container. At no time may a student give any medication to another student.

Allergy-Aware School/Peanut and Nut Reduced Risk Policy

WCS is an “Allergy-Aware School” that has a Nut Reduced Risk Policy, a copy of which is located in the cafeteria and the Board Policy Manual in its entirety. The main points of emphasis for high school parents and students are the following:

- The Upper School Nurse must be notified by a parent of any student who has severe food allergies.
-Epinephrine Auto-injectors for severe allergic reactions may be carried by a student if proper documentation from the parent/guardian is on file in the Health Office.
- A high school student with severe food allergies is primarily responsible to avoid ingesting products to which he/she is allergic.
- The food service staff will provide dietary information so that the student will be made aware of the food ingredients served in the cafeteria.

**Emergency Medical Procedure**

At the beginning of the school year, all families must have an “Emergency Treatment Data Card” on file both in the school office and nurse’s office. This form is used to contact the proper people in the case of a medical emergency. In cases of minor illness or injury, the school nurse or office personnel will assist students. Parents will be notified of the situation and its seriousness. With more serious conditions or injuries, the family will be contacted immediately and parents required to pick up their child. In cases where no contact can be made, the principal or school personnel may make a decision, in conjunction with the school nurse, to call an ambulance. The family health care provider will also be notified of the situation.

**Student Accident Insurance**

Wilmington Christian School shall provide student accident insurance to cover activities during the school day. The insurance shall be a second carrier for families who have other insurance policies. This coverage does not extend to participants in the school’s athletic program.

**Academic Policies**

**Academic Program**

WCS seeks to provide a challenging quality program of Christ-centered education. The majority of WCS students enter a college or university after graduation. The high school curriculum is primarily designed to meet the needs of college preparatory students at various levels.

The academic program includes a full range of offerings across the entire scope of the curriculum. This includes: Bible, English, Social Studies, Foreign Language (Spanish/German), Mathematics, Science, and Computer Science. WCS offers courses in the Fine Arts and Physical Education. There are many electives offered in a variety of subjects that students may add to enrich their
high school learning experience. A Course Description Packet contains a complete listing of all courses offered at WCS and is available in the school office and on the school website.

**Graduation Policies**

Academic preparation for continuing education after high school is a vital component of the ministry of WCS. Therefore, we set as a standard, requirements that go beyond those mandated by the state and recognized by most colleges. In order to be qualified for graduation from Wilmington Christian School, students must follow the credit requirements as approved by the Board of Directors.

**Graduation requires a total of twenty-two and one-quarter (22 ¼) credits. The one-quarter credit is earned by fulfilling the Community Service requirement.**

Credit will be accepted for most transfer courses. Transferring students may have some requirements waived by the principal. **Students may not earn more than four (4) credits outside the regular WCS academic program after they have been enrolled as a WCS student.** This includes summer school, and/or independent studies, but not transfer credits.

Graduating Seniors who are within one (1) credit of meeting all graduation requirements may take part (“walk”) in the commencement exercises. However, no student will be awarded a WCS diploma without successful completion of all requirements. Seniors lacking more than one (1) credit towards graduation will not be permitted to take part in the graduation ceremony. Every graduate must have all financial, academic, and personal obligations met by 3:00 PM on the day before graduation in order to receive his/her diploma.

**Graduation Requirements**

In order that WCS graduates are well prepared for advanced education and/or future employment, the following credit requirements for graduation have been established:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bible</td>
<td>2 credits (1/2 credit each year at WCS)</td>
</tr>
<tr>
<td>English</td>
<td>4 credits</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3 credits</td>
</tr>
<tr>
<td>Science</td>
<td>3 credits</td>
</tr>
<tr>
<td>Social Studies</td>
<td>3 credits</td>
</tr>
<tr>
<td>Physical Education</td>
<td>1 credit</td>
</tr>
<tr>
<td>Community Service</td>
<td>¼ credit (40 hours)</td>
</tr>
</tbody>
</table>
Two of the Social Studies credits must include American History and Western Civilizations. Required English credits include English 9, English 10, English 11, and English 12. No more than two (2) English credits can be earned in summer school. Graduation requires a total of 22 ¼ credits. While receiving academic credit in a foreign language is not required for graduation, WCS strongly encourages students to take a minimum of two years in one of the languages offered.

Community Service Program

A vital component in Christian education is service. God’s Word teaches us that our lives are to be lived as a ministry to one another. WCS seeks to prepare students to take an active role in bringing God’s transforming and restoring power to others. 1 Peter 4:10 states, “Each one should use whatever gifts he has received to serve others, faithfully administering God’s grace in its various forms.” Christ Himself calls us to be “salt and Light” (Matthew 5:16) so that the world may see who we are in Christ, and give glory to God. To this end, the school has established a community service program as a requirement for graduation. This requirement calls for each student enrolled in high school to provide a minimum of forty (40) hours community service with in a twelve (12) month period. This service must be fulfilled during one year of the student’s high school experience (can be any twelve month time period after completing 8th grade), and must be completed by the end of the first semester of the senior year.

Ten (10) additional hours will be added to the forty (40) hour requirement if the program is not completed on time.

All community service projects must have the prior approval of the high school principal before the service begins.

The procedure for completing the Community Service Program is described in detail in the “WCS Community Service Program Packet”, which is available in the high school office and on the WCS website.

Highlighted Guidelines:

- Students may not complete their Community Service at WCS nor at their Church. Camp Win-Some is the only exception since it ministers to children outside our school.
- Community Service must be completed locally – in our students’ tri-state community.
- All forty (40) hours are to be completed at one agency.
- At least half of the time must be spent serving people.
Getting Started:
- Fill out and submit the “Service Program Proposal” page to the principal before you begin.
- Obtain Agency Supervisor and Parent signatures next.
- Obtain principal (Service Program Coordinator) signature and submit the “Service Program Proposal” page to be filed in the high school office. This verifies the beginning of your community service and insures you are volunteering with an agency that meets the required standards.

Finishing:
Students receive ¼ credit for completing your Community Service Program when they have received a letter indicating so from the principal after the following forms have been completed and turned in to the high school office:
- Student Service Log
- Self Evaluation Form
- Student Evaluation Form from your agency supervisor (usually mailed to the school from the supervisor)

Early Graduation Policy

Because we believe in the quality of a four-year high school educational experience, the Board of Directors does not encourage a student at WCS to graduate early. Any requests for consideration must be submitted, in writing, to the high school principal, prior to May 1st of the student’s sophomore year. The written request will be reviewed by the Academic Affairs Committee of the Board, and must contain both specific and overriding circumstantial reasons in order to be reviewed. No requests that would require a change in graduation requirements will be considered.

If a family decides to pursue this option, the following conditions must be met:
1. The student must have parental approval.
2. The parents must submit a written request to the high school principal, who will then present the request to the Academic Affairs Committee for a decision.
3. The student must have a minimum of a 3.0 weighted grade point average for the first two years of high school.
4. No early graduation application will be accepted after May 1st of the sophomore year.
5. Junior English and Junior Bible must be completed during the summer after the sophomore year.
6. Senior English and Senior Bible will be taken as part of the student’s third year curriculum at WCS.
7. The 40 hours of the Community Service Program must be completed, as it is a graduation requirement.
8. The student will be considered a senior during the third year and will be placed in a senior homeroom and participate in all senior activities.

**Grading Standard**

The Board has established a grading standard for evaluating student achievement:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Score Range</th>
<th>Non-numerical Grading Key:</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>98-100</td>
<td></td>
</tr>
<tr>
<td>A</td>
<td>95-97</td>
<td>I Incomplete</td>
</tr>
<tr>
<td>A-</td>
<td>92-94</td>
<td>M Medical</td>
</tr>
<tr>
<td>B+</td>
<td>89-91</td>
<td>P Pass</td>
</tr>
<tr>
<td>B</td>
<td>86-88</td>
<td>F Fail</td>
</tr>
<tr>
<td>B-</td>
<td>83-85</td>
<td></td>
</tr>
<tr>
<td>C+</td>
<td>80-82</td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>77-79</td>
<td></td>
</tr>
<tr>
<td>C-</td>
<td>74-76</td>
<td></td>
</tr>
<tr>
<td>D+</td>
<td>71-73</td>
<td>Levels and Weight of Courses:</td>
</tr>
<tr>
<td>D</td>
<td>68-70</td>
<td>Level 1  1.0</td>
</tr>
<tr>
<td>D-</td>
<td>65-67</td>
<td>Level 2  1.1</td>
</tr>
<tr>
<td>F</td>
<td>Below 65</td>
<td>Honors  1.25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>AP   1.3</td>
</tr>
</tbody>
</table>

This current grading scale went into effect September, 2006 for all high school students. Previous years’ GPA calculations will be based on the prior grading scale.

Courses designated as “Pass/Fail” are not included in the calculation of a student’s Grade Point Average (GPA). The credit value of each course is listed in the Course Description Packet.

**Definition of Grade Designation**

In high school, students earn and receive credits toward graduation requirements. In order to be promoted to the next grade level, a student must be in good standing according to the following schedule:

- Freshman (9th Grade)  Successful completion of 8th grade
- Sophomore (10th Grade) Completion of at least 5 credits
- Junior (11th Grade)    Completion of a least 11 credits
- Senior (12th Grade)    Completion of at least 16 credits
Report Cards

Student report cards are issued quarterly. Report cards will include grades, comments, weighted GPA, and attendance record.

Teachers are required to maintain a grade book and attendance record on-line. Parents and students have their own passwords, which gives them the ability to view this information.

Honor Roll Recognitions

The honor roll is determined through a student’s weighted GPA each marking period. Designations include the following:

- **High Honor**: 4.0 (with no grade lower than a B-)
- **Honors**: 3.5 (with no more than one C+, C, C- and no grade lower than a C-)
- **Honorable Mention**: 3.0 (with no more than one C+, C, C- and no grade lower than a C-)

Semester and Final Examinations

Midterm and final examinations are administered in all full credit courses. Together, they count for one fifth of the student’s final grade. All exams are administered during the scheduled exam periods. Some courses require a final exam that is cumulative in nature.

Students in 11th and 12th grades, holding a cumulative yearly average of ‘A-’ or greater, in any course, will be exempt from taking the second semester (final) exam in that course. This calculation is made halfway through the 4th marking period. AP courses and some math/science national exams do not follow this guideline for exemption. Specific information regarding final exams is given to students in those courses.

Course Tracking

The purpose of Wilmington Christian School is to help each student to “integrate Biblical truth into his/her daily life and to impact the culture for Christ”. Well-trained minds must be developed to enable students to impact the culture in which they live. WCS is a college preparatory school, seeking to develop students for continued and further study following graduation. In order to meet this goal effectively, we have set up three different levels, “tracks” of instruction, as well as Advanced Placement courses.
**Academic Levels:**

- **Level 1** – our general academic track for college entrance, focusing on more individual learning needs
- **Level 2** – our standard academic track for students seeking entrance to college/university
- **Honors** – our top academic track for higher level students pursuing a more demanding scholastic program
- **Advanced Placement (AP)** – four courses that are taught at a college level for those students that have demonstrated scholastic proficiency and meet prerequisite requirements. There is a class limit of fifteen (15) maximum for any AP course. AP courses include:
  - Biology (junior year)
  - American History (junior year)
  - AB Calculus (senior year)
  - English Literature (senior year)

Course placement is determined by the recommendation of a student’s teachers, department heads, and previous academic performance.

**Course Scheduling**

Students receive a Scheduling Packet each spring that indicates their course placement (see “Course Tracking”) in subjects of English, Foreign Language, Math, Science, and Social Studies. This packet contains a list of required and elective courses that are offered for the next school year. Elective courses are offered from a variety of disciplines including: Bible, English, Social Studies, Computer Science, Business, Music, Art, Drama, Physical Education (after completing the required credit), teacher’s aide, and office aide. **Each high school student is required to schedule a minimum of six (6) credits, including one (1) in English and a half (1/2) in Bible.** No high school student will be permitted to schedule two English courses in the same year. Parents and students should work together in completing the Scheduling Packet, returning the required forms by the stated deadline.

**Course Changes**

High School students may drop or add a course only during the first five and a half (5 1/2) weeks of the school year. There will be no academic penalty to a student’s GPA for so doing. Parents, teacher, and Guidance Counselor must approve any change in courses that a student seeks to make. Students may not drop a course if it places them below the six (6) credits per year minimum. To drop or add a course, students must:

1. Obtain a Drop/Add Form from the guidance office
2. Secure parent(s) signature
3. Get the signatures of each teacher that pertains to the change
4. Submit form to the guidance counselor for approval
The course changes do not go into effect until the student receives his/her new schedule from the office indicating that the change has been made official. The Drop/Add Deadline is the second Wednesday in October. After that date, students may not withdraw from a course without it affecting their GPA.

Course Failure

While we expect that students will work to pass all their course requirements, we understand that failures do occur. When this happens, the school allows students to make up that course, or courses, in the following ways:

- Summer School at a recognized school. Students may take no more than two classes per summer at a recognized summer school.
- Students may participate in individualized tutoring for **forty (40) hours** with a WCS approved tutor.
- Repeating the course the next year. This option may be considered only if it does not interfere with a student’s schedule of courses.
- A failure in a Bible course must be made up by completing an assigned independent research project during the summer.
- Students may be retained in accordance with the stated board policy.

As stated in the “Graduation Policies” section of this Handbook, **students may not earn more than four (4) credits outside the regular WCS academic program after they have been enrolled as a WCS student.**

Improving a Below Average Final Grade

If a student receives a grade of ‘D’ in a course, he/she may raise the grade one full letter value (but not increase credits towards graduation) by repeating the course in summer school or by completing **thirty (30) hours** with a WCS approved tutor.

Receiving Original Credit from Course Outside WCS

Although not encouraged, a student may receive original credit for a course outside of WCS in the following ways:

- A recognized Summer School, offering an “Original Credit” course.
- Students may participate in individualized tutoring for **fifty (50) hours** with a WCS approved tutor.

Before enrolling in an original credit course, the student must receive approval from the principal and have the proper forms completed and on file in the guidance office.
As stated in the “Graduation Policies” section of this Handbook, students may not earn more than four (4) credits outside the regular WCS academic program after they have been enrolled as a WCS student.

**Academic Probation**

The purpose of probation is to set before the student and parents a system of accountability with regard to academic progress in situations where performance, motivation, study habits, and/or attitude need to be improved. WCS seeks for the home and the school to work in partnership in order to effectively monitor student progress and development. The program of academic probation will operate under prescribed guidelines.

A student will be placed on Academic Probation for the following reasons:
1. The student demonstrates a need for reinforcement of study and/or organizational skills.
2. The student is new to WCS and may benefit from transitional support.
3. The student has failed two (2) major subjects, or one (1) major and two (2) minors in a given marking period.

Probation may vary in length from a marking period to a full school year. At the conclusion of the probationary period, a determination will be made as to the student’s status. The options are as follows:
1. The student will be taken off probationary status.
2. The student will continue on probation for another period of time.
3. The student will not be permitted to continue at WCS.

One or more of the following guidelines may be required of parents and the student while on probation:
1. The teachers and parents will monitor a daily assignment book in order to improve the student’s organization and responsibility, to ensure that assignments are written down correctly, and to promote communication between home and school.
2. Outside tutoring may be required to build needed skills and assist the student toward success.
3. The student may be referred for additional educational testing and evaluation through an outside agency or public school district.

The following are the responsibilities of the school administration and teachers:
1. All academic probations will be placed in writing, with specific stipulations stated, and signatures of the parent(s), student, and administration are required.
2. Regular communication will be established between teachers and parent(s) to monitor progress.
3. Teachers and administration may periodically schedule parent conferences in order to gauge performance and to discuss strategies.

4. The administration may arrange mentoring by another student. The student may be referred to the Learning Support Program (LSP) for possible enrollment if an opening exists.

Guidance Services

Wilmington Christian School maintains a guidance program comprised of individual and group services designed to give systematic aid to pupils in high school. This program will assist students in achieving optimal development in spiritual, educational, vocational, personal, social, and emotional concerns. Out-of-school resources, approved by the school administration in accordance with the school’s philosophy and objectives, will be used to enhance the guidance program. The guidance and counseling program at WCS will consist of the following services: testing, individual and group counseling, college and career planning, overseeing grades and evaluation of student progress, parent/teacher conferencing, transcripts, teacher consultation, scheduling, administrative assistance and graduation planning.

Students and/or parents may initiate appointments with the guidance counselor as needed. Students wanting to see the guidance counselor must fill out the Request to See the Guidance Counselor form that is located in the guidance office. Individual conferences are scheduled annually with every junior and senior. Evening parent seminars are scheduled throughout the year for parents of 8th, 11th, and 12th grade students.

Standardized Testing

PSAT – is administered in October to students in 10th and 11th grades (students may qualify for the National Merit Scholarship Program in the junior year).

SAT – registration materials are available in the guidance office with information on test dates, locations, fees, and practice materials. Our school’s SAT/CEEB Identification Code is 080213.

Achievement Testing – is administered to all WCS 7th grade students in the early spring for the purpose of monitoring progress, evaluating teaching and learning, and academic placement for 8th grade.

Advanced Placement Exams – Students that are enrolled in AP courses are required to take the AP Exams scheduled in May. There is a textbook and supply fee paid when students enroll in an AP course and an additional cost per exam collected on the day of the exam.
College Representative Visits – Admissions counselors from colleges and universities visit the school to meet with prospective students. Juniors and seniors may sign up in the guidance office to receive a pass to attend scheduled visits. Students must sign up to attend a visit no later than 8:00 AM the morning of the visit. If a visit is scheduled during a class, students must receive prior approval by their teacher in order to attend.

Transcripts – Transcripts needed for college admission and scholarship applications are processed through the guidance office. Requests must be in writing using the Transcript Release Form located in the guidance office and on the WCS website. Requests should be made at least two weeks prior to the date needed. Final senior transcripts will be automatically sent to the college the student plans to attend upon graduation.

College and Scholarship Application Process – The responsibility for completing college and scholarship applications belongs to the student and their parents. The guidance department will advise, provide forms for recommendations, and check the applications for accuracy when completed. Applications must be submitted to the guidance office at least two weeks prior to the college or scholarship deadline if the student would like the guidance office to review the application. To aid in this process there is an Application Checklist form located in the guidance office and on the WCS website.

Learning Support Services

Wilmington Christian School’s Academic Program provides for differences in ability, interest, and learning style. WCS seeks to recognize and diagnose students vulnerable to learning problems as early in their education as possible and throughout their high school experience so that appropriate interventions can be implemented.

The underlying philosophy of our educational services is that all students can learn if given the right tools and strategies. Students need to have strong perceptual skills to be able to take in information, process it, and do something with the information. The perceptual skill areas are visual/auditory processing, visual/auditory memory, visual motor coordination, attention, abstract/logical thinking and social perception. These keys to the educational environment enable students to learn more efficiently and grow in knowledge, in independence, and in confidence so that they can better impact the world for Christ.

Accommodations, such as time and a half on tests, are permitted under the direction of the LSS Director and the administration. Receiving educational testing that identifies learning challenges is the required first step in getting the students’ individual needs met.
Learning Support Program – Small group classes (up to 5 students) are offered two times per week for students who have documented learning disabilities or are diagnosed with ADD or ADHD. The administration may also assign students to LSP. Documentation is in the form of a formal psycho-educational testing or a letter from a licensed medical doctor. LSP deals with organizational skills, study skills, class work, and homework. The LSP teacher will serve as a liaison between parents and classroom teachers. There is an additional fee for participation in the program.

National Institute of Learning Disabilities (NILD) – NILD is non-tutorial and nonremedial. It deals with perceptual and cognitive areas. Focus is placed on critical thinking skills and language processing. The NILD teacher will also at times serve as a liaison between parents and classroom teachers and will foster open communication. There is an additional fee for participation in the program.

Class Rank

Class rank is determined by a weighted grade point average of courses taken at WCS only. Class rank for graduating seniors is determined at the conclusion of the 3rd marking period. At that time class valedictorian and salutatorian are announced.

Pupil Records

The school shall keep records of the registration and attendance of the students and shall maintain an up-to-date permanent cumulative record of individual students showing personal data and progress through school. This cumulative folder will include academic achievement, test results, and health information. The principal, guidance counselor, and office staff are responsible for maintaining these records. Parents and legal guardians who wish to review any of their child’s records should make an appointment through the administrative assistant. Parents wanting a copy of such items may make a request through the school office.

Homework Policy

Homework is an integral part of the learning process and is at the foundation of academic excellence at WCS. Meaningful home study is a necessary part of each pupil’s educational program and should be related to the educational philosophy and goals of the school. Homework is a purposeful extension of the school day, which provides students with reinforcement of the school’s instructional objectives. The assignment of homework is a consistent part of a student’s education and is to be expected on a regular basis. At the same time,
it is recognized that students have a life outside of school and are involved in extracurricular activities. Therefore, the guidelines listed below are to be followed with the assignment of homework:

1. Assignments will be limited to no more than a total of 120 minutes per evening for all subjects.
2. Long-range papers, projects, or reading assignments are not to be included in this 120-minute time allotment.
3. Teachers will coordinate tests, papers, and projects so that major assignments do not overlap, run concurrently, or create a burden on the students. Teachers will not assign two major projects and/or papers for the same time period or schedule two tests for the same day unless receiving prior approval from the administration.

Testing Policy

Each classroom teacher administers tests and quizzes in order to evaluate the student’s academic progress and understanding. Students will not be required to take more than two (2) tests in any given day. If students have more than two tests scheduled for the same day, it is their responsibility to present the conflict to each teacher as early as possible so that adjustments can be made in a timely manner.

No tests are to be administered on days following a major school event. These events will be determined by the principal and announced in advance.

Incomplete/Make-Up Work

A mark of “Incomplete” (I) may be given on a student’s report card if absences or extenuating circumstances have prevented a student from finishing the required work by the end of the marking period. Incompletes will only be given with prior consultation with the principal. The incomplete grade must be made up in a determined period of time not to exceed the next marking period.

Students that are absent from school for any reason will be granted the same number of days absent to make up the work that was missed.

Students that are dismissed early for a school-sanctioned activity are required to turn in any work that is due (on that day) before they leave the building.
Late Work

Assignments are to be turned in on time. Full credit will not be given for daily assignments that are turned in late. Late work may be turned in for partial credit according to the teacher’s policy.

Assignments

In order to bring definition and uniformity to assignments, WCS students will use a standard format for class work. Written assignments should be completed on a standard 8 ½” x 11” paper (unless otherwise instructed by the teacher), and include the following heading:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Specific Assignment</th>
<th>Student Name</th>
<th>Date</th>
</tr>
</thead>
</table>

Summer Reading Program

WCS seeks to instill in its students solid reading habits and a lifelong enjoyment of reading. Both Christian and secular authors are included to challenge and stimulate students to think critically from a Christian perspective.

All summer reading is to be completed before the first day of school with assignments turned in on the first day of school. Failure to complete the assignment will result in a reduction of the first quarter grade in English (the exact percentage will be determined by the English Department). A list of summer reading requirements and selection of literature is distributed at the end of each school year and can be found on our web site.

Standardized Testing

Achievement testing is administered to all WCS 7th grade students in the early spring for the purpose of monitoring progress, evaluating teaching and learning, and for placement in 8th grade which effects placement in high school. All 10th and 11th grade students take the PSAT test at WCS on the designated date in October. Juniors are strongly encouraged to take the SAT Reasoning Test in May or June at a testing site near to their home school district.
Bible Version and Memorization

The use of the Scriptures in the classroom is a fundamental and integral part of the educational process. For this reason, it is important that WCS adopt a policy that recognizes the importance not only of the use of Scripture, but that it also selects a version that has those qualities, which further the educational process.

WCS recognizes the New International Version (NIV) as the translation normally used in the classroom for study, quotations, and memorization. This decision is made for several reasons:
- The modern language, grammar, syntax, and style
- The ease of reading
- The translation philosophy

WCS allows memorization from other translations (not paraphrases) provided that the student receives prior approval from the teacher.

Students will be involved in Bible memorization each year. Memorization of Bible verses is a regular part of the Bible curriculum. There are also instances where a passage or special section of God’s Word is to be memorized over an extended period of time (i.e. Psalm 23, the Lord’s Prayer, the Ten Commandments, etc.).

Student Textbooks

Students are responsible to take good care of their textbooks. Textbooks are required to be covered at all times. The only exceptions are AP textbooks, which are owned by the individual student, and ‘consumables’. **Book ‘socks’ or cloth covers will actually damage the binding of a textbook and are not permitted.** There is a required cost for the damage and/or replacement of textbooks due to abuse or loss.

Teaching of Literature

Wilmington Christian School strongly believes that the Biblical worldview is the correct one – the only valid one for faith and life. An individual with a framework for Biblical thinking is equipped to make the proper judgments in all areas of life. While this kind of decision-making usually comes later in life, students at WCS will begin building this Biblical worldview at a young age.

The teaching of literature fits into this scheme of development. Using good literature (American and English as well as other cultural and traditional literature) can help develop this process. Literature must be taught with analysis and evaluation. Selected and approved literature that is not in total agreement with Christian values may be taught in order to encourage the students to evaluate and analyze the written word on the basis of Spiritual truth. This
Christian worldview of literature is not limited to classroom instruction, but is also applicable for library acquisitions and summer reading selections.

**Teaching of Science**

In the teaching of science, we believe that a strong Biblical world and life view is essential to good education. Therefore, we choose to teach all aspects and theories associated with scientific research. We stand firmly on the belief that the world was created and is sustained by the Living God, the Creator. In this manner we provide the proper atmosphere and information so that students can defend their faith against philosophies and theories that run counter to that faith (II Corinthians 10:3-5). We take a position that evolution should be taught, with an understanding that it is both theoretical and philosophical in its stance on how man views the world.

**Teaching of Human Sexuality**

The WCS Science, History, and Bible curriculum contains teaching on human sexuality that is presented from a Biblical perspective from both a physical and ethical perspective. WCS holds strongly to the Biblical view that sex before and/or outside of the marriage relationship is sin and is in direct opposition to God’s plan for a man and woman. Teachers discuss various areas of human sexuality such as anatomy, childbirth, consequences of immoral sex, and contraception all in an age-appropriate and context-appropriate educational setting.

**Showing of Videos/DVDs/Movies**

The showing of videos, DVDs, and movies during a school day is limited to educational purposes in which the media is used as an educational tool to aid in the understanding of the course content. There are some occasions where, outside of the regular school day, videos/DVDs/movies are shown in a social setting (class gym and movie night, athletic team party, etc.). In either case, the ratings of the media may not be higher than G or PG without prior approval from the principal. In some cases, the teacher, advisor, or coach will get permission from the parents in order to view a movie of a higher rating.

**Physical Education**

Physical Education is an essential part of a student’s development and academic course of study. Participation, attitude, proficiency, and dress are all factors in course grading.
High school students may elect to satisfy up to ½ a credit of the one credit of PE needed for graduation by participating in athletics. In order for a student-athlete to receive credit in PE, they must participate, as a member in good standing, for a full season, on a junior varsity or varsity sport, in order to receive ¼ credit per sport.

Field Trips

Field trips are a valuable part of the educational program that enhance class instruction and integration of the subject matter with “real life” experience. A student’s academic performance and behavioral standing will be evaluated and may affect participation and attendance on some special trips. When a field trip is scheduled, all students in the designated classes are required to participate. Exceptions to this policy require the permission of the principal and the teacher responsible for the trip. If students do not attend a field trip, the teacher may require an alternate assignment and/or a student’s grade may be affected, if applicable. If students miss a field trip and desire a refund, the teacher may issue a partial or full refund, dependent on the circumstances and financial impact. If a field trip is part of the Student Activity Fee, the previously collected fee is nonrefundable.

The school standard of dress (uniforms) will be in effect on all field trips unless students are otherwise instructed by the teacher after approval from the principal.

Discipline Policies

Discipline Code

Christian discipline has its foundation in the Scriptures (Hebrews 12, II Timothy 3:14-17, II Peter 1:5-8). Its purpose is to bring about Godly conduct, character, obedience, and self-control. Wilmington Christian School seeks to train each of its students in accordance with Christian standards of conduct. The school strives to promote high standards of honor, to teach respect of authority, to develop self-discipline, and to teach Christian love for one another. The Wilmington Christian School Board of Directors has established a Student Discipline Code to accomplish the above goals, set a foundation for proper conduct in our school, and provide teachers and parents with an outline of accepted discipline.

In order to maintain a proper atmosphere in which the teaching/learning process can develop, students are expected to:
- Uphold a respect for the things of God
- Be courteous, cooperative, and respectful toward one another, teachers, and visitors
- Arrive to class on time; be prepared and attentive
- Adhere to the school’s dress code
- Be honest in work and in dealings with others
- Refrain from involvement and situations in the areas of drugs, alcohol, tobacco, and immorality (as expressed in the *Standard of Community Life*)
- Respect the property of the school and that of others in the school
- Not harass, “bully”, or insult other students
- Guard their heart and mouth regarding profanity and taking the Lord’s Name in vain

Choices have consequences. With the school’s discipline code, these consequences will be more severe in nature with more serious or repeated offenses.

In general, offenses and consequences will follow a graduated scale as outlined below:

<table>
<thead>
<tr>
<th>Offense</th>
<th>Consequence</th>
<th>Additional Consequence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disrespect</td>
<td>Infraction or After-School Detention</td>
<td></td>
</tr>
<tr>
<td>Disobedience</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lying</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Profanity</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Skipping Class</td>
<td>After-School Detention</td>
<td>Includes seeking restoration</td>
</tr>
<tr>
<td>Bullying/Harassment</td>
<td></td>
<td>Includes re-do and lowering of grade</td>
</tr>
<tr>
<td>Plagiarism</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Continuing of above violations</td>
<td>Saturday Detention, In-School Suspension or Suspension From School</td>
<td>Includes loss of academic credit (a grade of zero)</td>
</tr>
<tr>
<td>Disrespect /Mocking of Godly principles</td>
<td></td>
<td>Includes restitution</td>
</tr>
<tr>
<td>Cheating</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stealing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Misuse of school technology</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Destruction of school property</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leaving school property without permission (signing out)</td>
<td></td>
<td>Includes restitution</td>
</tr>
<tr>
<td><strong>Offense</strong></td>
<td><strong>Consequence</strong></td>
<td><strong>Additional Consequence</strong></td>
</tr>
<tr>
<td>---------------------------------------------------------------------------</td>
<td>----------------------------------</td>
<td>-----------------------------------------------------------------</td>
</tr>
<tr>
<td>Continuing of previous violations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vandalism</td>
<td>Suspension From School</td>
<td>Includes restitution</td>
</tr>
<tr>
<td>Fighting</td>
<td></td>
<td>Includes seeking restoration</td>
</tr>
<tr>
<td>Weapon Possession</td>
<td></td>
<td>Parent Conference</td>
</tr>
<tr>
<td>Sexual Immorality</td>
<td></td>
<td>Parent Conference</td>
</tr>
<tr>
<td>Harassment/Inappropriate physical conduct</td>
<td></td>
<td>Parent Conference</td>
</tr>
<tr>
<td>Purchase, possession, and/or use of alcohol, illegal drugs, tobacco, or</td>
<td></td>
<td>Parent Conference</td>
</tr>
<tr>
<td>misuse of prescription drugs</td>
<td></td>
<td>Immediate removal from WCS athletic team</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Loss of WCS leadership positions</td>
</tr>
</tbody>
</table>

**Detention**

**Detention** will be given for minor infractions of school and classroom rules. They will be issued upon a student’s accumulation of infractions. (See Infraction Notices.) There may also be situations where a student receives a detention at the discretion of the principal. Detentions will be assigned after school on Tuesdays, Wednesdays, and Thursdays, from 3:00-4:30 PM. Parents will be given notification of the detention and will confirm receipt of the notice by a signed letter. Students will be required to serve on the date assigned, with only emergency situations being rescheduled. **Saturday Detention** will be assigned when a student has accumulated 15 and 20 infractions, or at the discretion of the principal. This detention will be held from 9:00-11:00 AM and requires a fee of $20 to cover supervisory costs.

**In-School Suspension**

In cases where a student violates a specific rule (see above), or has accumulated several detentions, an In-School Suspension will be issued. The In-School Suspension Room is located in the high school office.

Students in In-School Suspension are required to complete all assignments missed while suspended.

Students that are suspended in school may not participate in extracurricular activities that take place on the suspension day.
Suspension from School

More serious violations of the school discipline code will result in the student being suspended from school. In such instances, the administration will determine the number of days that a student will be suspended. The duration could be from 1-3 days. In all cases of suspension, the high school student and one parent must sign a suspension letter before being permitted to return to school.

Students suspended from school are still required to complete all assignments missed while suspended. A suspension from school is considered as an “unexcused absence” and will count towards the limit of 20 absences.

No student may participate in any extracurricular activity for the period of the suspension.

Disciplinary Probation

A student may be placed on disciplinary probation as a result of a single act or a pattern of continued disobedience to the school’s standard of conduct. In such cases, the administration will determine the terms and length of the probation.

Student Life Committee (SLC)

The WCS Board of Directors has established a Student Life Committee to deal with matters involving student discipline beyond the school administration. In addition to periodically reviewing this Discipline Code, the committee is also involved with discipline situations that reach the most serious level when expulsion is being considered. In some cases, depending on the severity of the situation, a student may be expelled from WCS immediately upon meeting with the SLC.

Disciplinary Contract

In some cases when a student is suspended from school, a Disciplinary Contract is issued by the principal and the SLC that clearly states the conditions and stipulations in which the student will be able to continue at WCS. This will be reviewed and signed by all parties (the chairperson of the SLC, principal, parent(s), and student), at the time of the conference, prior to and dependent upon the student’s return to school.
Expulsion

When it is in the best interest of the school, because of the seriousness or continued lack of response to the school’s standards, a student may be expelled from WCS. This could result from a student’s failure to comply with the terms of the Disciplinary Contract issued by the SLC, or be an immediate consequence of a student’s action.

System for Discipline – Infraction Notices

The Infraction Notice System of Discipline is in place to promote student self-discipline and ensure proper communications when correction is needed. Students will receive infractions if they do not follow school procedure or if they demonstrate inappropriate behavior.

Sample Infraction Notice:

<table>
<thead>
<tr>
<th>Wilmington Christian School</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INFRACTION NOTICE</strong></td>
</tr>
</tbody>
</table>

| Student’s Name: ________________________________ |
| Date of Infraction: ______________ |
| Description of Infraction: |

| Teacher’s Signature: ____________________________________________ |
| Number of Points Assigned: ________ |
| Total Points to Date: ________ |

White – Office  Yellow – Committee  Pink – Teacher  Gold – Student

Procedure:

1. The teacher will talk with the student, fill out the Infraction Notice, and give the student the gold copy. The teacher will keep the pink copy for his/her records. The teacher will give the office both the white and yellow copy.
2. The principal will assign points to each infraction and record the number on the white copy of the Infraction Notice.
3. The office staff will record the number of points in the student’s discipline record and fill in the total number of points-to-date in the appropriate space on the Infraction Notice.

4. The gold copy will then be returned to the student. If necessary, the office will give the student a letter to inform them of their detention date, which must be signed by a parent and returned to the office the next school day.

**Serving of Detentions on the assigned date takes priority over any school extracurricular event.**

**Accumulation of Infraction Points and Consequences:**

<table>
<thead>
<tr>
<th>Points</th>
<th>Consequence</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 Points</td>
<td>After-School Detention (Tues, Wed, or Thurs. 3:00 – 4:30 pm)</td>
</tr>
<tr>
<td>10 Points</td>
<td>After-School Detention (Tues, Wed, or Thurs. 3:00 – 4:30 pm)</td>
</tr>
<tr>
<td>15 Points</td>
<td>Saturday Morning Detention (9:00 – 11:00 am; Cost $20)</td>
</tr>
<tr>
<td>20 Points</td>
<td>Saturday Morning Detention (9:00 – 11:00 am; Cost $20) and Parent and Student Conference with Principal</td>
</tr>
<tr>
<td>25 Points</td>
<td>Suspension and Disciplinary Probation</td>
</tr>
</tbody>
</table>

Note: Accumulated infraction points are eliminated at the end of the first semester.

**Appeal Process:**

1. The student will first appeal to the teacher issuing the infraction. The teacher will either take the infraction away or decide to let the infraction stand.

2. The student will then appeal to the principal in writing. The principal will either take the infraction away or decide that the infraction is warranted.

**Policy on Moral Conduct**

The potential for serious moral misconduct of students is as real in a Christian school as it is in society. This is particularly true with the de-emphasis by secular institutions of moral values and the substitution of relativistic principles. This policy defines the issues of sexual immorality and the responsibility of WCS to maintain Biblical standards and discipline in accordance with these standards. While the parents, not the school, are the primary entity responsible for corrective discipline, it will be the school’s responsibility to deal with the particular moral issue and its impact on the reputation, atmosphere, and standard of the school. Therefore, the thrust of the school’s action must be the maintenance of moral standards of conduct and the presentation of the Biblical role model.

The discipline policy of WCS applies to students while they are on campus, on a school bus, or at any school-sponsored function or activity. Behavior that impairs
the testimony of the school will not be ignored. **Behavioral offenses that occur off-campus and not at a school-sponsored activity will be considered for discipline as to the severity and the impact on the school’s reputation.** It is the policy of WCS that any immoral activity or failure to keep the school's Standard of Community Life will be investigated by the school authorities and dealt with in accordance with the school's Discipline Code.

**Cheating and Plagiarism**

Plagiarism is a form of stealing by using words or ideas of others without giving them credit and presenting them as your own. Proper citation and sourcing are skills that are acquired over time and will be taught by individual teachers.

Cheating is copying during tests or quizzes or using the work of others on homework assignments, projects, or written assignments. Both the individual copying and the person giving their own work to be copied are wrong and will have separate consequences.

Consequences for cheating and plagiarism range from detention to suspension. No academic credit will be given when cheating occurs. The teacher and administration may require that the assignment be redone following proper citation and sourcing protocol and will have a severe grading penalty due to plagiarism.

**Harassment**

Harassment of any kind is unacceptable. Students are expected to treat other people with respect, regardless of their age, sex, or race. Harassment includes the following: offensive verbal remarks, unwelcome physical advances and/or discriminatory statements directed against a member or members of the school community. This position is consistent with the scripture that challenges Christians to “be devoted to one another in brotherly love, honoring one another above yourselves.” (Romans 12:10)

Sexual harassment includes acts, either verbal or physical, directed toward another person by offending or intimidating them through sexually related references or actions.

**Student Pregnancy**

In accordance with the school’s Affirmation Standards, Standard of Community Life, and Policy on Moral Conduct, the school will not condone nor ignore sexual activity (including when it results in pregnancy) outside the marriage relationship.
Further details can be found in the Board Policy Manual under “Student Pregnancy Policy”.

**Drug Abuse**

We at WCS believe that any non-medical involvement (consumption, procurement, or provision) with controlled substances or material generally acknowledged as being harmful to an individual’s physical, spiritual, or psychological health is inconsistent with the Christian lifestyle.

As a matter of policy, WCS will fully investigate any incident suggesting drug involvement on the part of students, staff, or parents. Confirmation of substance abuse may be reported to the appropriate legal authorities and will subject the individual(s) involved to immediate disciplinary review by the Student Life Committee.

**General Student Policies**

**Standard of Dress**

**Philosophy** – the purpose of a dress code is meant to create a positive educational atmosphere, school identity, and community for WCS.

1. As a broad principle, students act the way they dress. Neat, modest, and appropriate clothing encourages and reinforces conduct, which is conducive to learning, to healthy interactions, and to a sense of Christian community.

2. It is the intent of the uniformed Standard of Dress to create clear and consistent guidelines for all students. This standard contains sufficient options that allow for students’ individual taste and style, and at the same time seeks to reflect a standard that says, “We are Wilmington Christian School”.

3. Standards of appearance are one means of building character and distinction in the lives of our students. The school’s uniformed standard of dress serves as a tool in fostering the academic and character development of the students as they participate in the educational process.

**General Expectations:**

1. The WCS standard of dress is to be worn during all school hours.

2. RoseUniform is the exclusive clothing provider. Only clothing purchased from RoseUniforms may be worn to school.

3. Regarding the issues of modesty and neatness, appropriate sizes are to be worn (please refer to RoseUniform website for correct sizing).

4. Accessories (belts, socks, hairbands, etc) are optional, may be purchased elsewhere, and should complement the uniform. Accessories should be red,
black, white, brown, gold, or silver (no colors or patterns that “clash”). Ties are not considered accessories for girls or boys and must be purchased from RoseUniform.

5. Only RoseUniform fleeces and sweaters may be worn during the school hours. Sweatshirts and “hoodies” are not permitted to be worn in school.

6. No outerwear (coats, parkas, etc.) may be worn during the school day.

**Specific Expectations:**

1. **Footwear:**
   a. Dress shoes, boots, or sneakers may be worn. Footwear should be red, black, white, brown, or tan (no colors that “clash”).
   b. If shoes have pointed heels, those heels may not exceed 2 ½ inches in height.
   c. Flip-flops, sport sandals, thonged shoes, slippers, and shoes with wheels are not permitted.
   d. Elementary footwear must have a back or strap.

2. **Accessories:**
   a. Legwear must be school colors, red, black, or white (no colors or patterns that “clash”).
   b. Sweatpants may not be worn during the school day. (Elementary students may wear sweatpants during recess only.)
   c. Fishnet stockings are not permitted.

3. **Hair:**
   a. Outlandish hairstyles and colors are not permitted.
   b. Boys’ hair must not be below the collar, covering their ears, eyes, or in their face.

4. **Piercing:**
   a. Girls facial piercing is limited to the ears only.
   b. Boys may not wear earrings during school hours or at school functions.

5. All dress shirts are to be appropriately buttoned. When worn with a tie, dress shirts are to be tucked in.

6. Plain, white, short or long-sleeved undershirts may be worn under any approved uniform apparel (V-neck sweater, fleece, polo). All undershirts are to be tucked-in, or must not be visible below the uniform shirt. Students may “layer” the uniform shirts.

7. Immodesty regarding tightness of pants and shortness of skirts will not be permitted. Girl’s skirts may not exceed 4” above the kneecap. Girls are to have their midriffs covered at all times.

8. Hats or other head coverings are not to be worn inside the school building.

**Enforcement:**

1. Students out of uniform will remain in the office until acceptable clothing is obtained. Continued violation will result in a parent conference.

2. Students wearing the WCS uniform in an inappropriate manner will receive an infraction and parents will be notified.
3. Proper dress for extracurricular activities, field trips, or special events will be announced in advance.

The administration holds the authority to make specific and individual determinations regarding immodesty, outlandish, or inappropriate manners of dress or appearance. Violations may possibly result in the student being suspended in the office for the remainder of the day.

Students Living at Home

It is the philosophy of WCS that the home and the school are working in harmony in the nurturing and development of our students. It is this relationship that brings stability to the home, to the school, and to the student. Therefore, all students attending WCS must live at home with a parent or guardian, as recognized by the administration.

There may be instances where students need to stay with a family other than their own for a brief period of time. In order for the student to continue to attend WCS, these temporary living arrangements must be made with the knowledge of the school administration and recognized by the school as acceptable.

Student Employment

It is strongly recommended that WCS students not work more than 18 hours per week at an outside job. Each student must be able to participate fully in the academic program of the school. It is important that any outside job, no matter how few hours, not be allowed to interfere with schoolwork.

Church Attendance

We affirm that the home, church, and school form a “cord of three strands that is not easily broken” (Ecclesiastes 4:12). Believing that our role at WCS is to assist the home and the Church, we feel that it is of utmost importance for all of our students, with their families, to be in regular attendance at their church (Hebrews 10:25).

Chapel

In order to enhance the spiritual life of the school through a group experience, students will meet for corporate worship and expression in chapel services on a regular basis. These chapel services will include the following: student-led
music, a Biblical lesson or application, testimonies, and/or prayer.

Chapel Mission Statement - The purpose of chapel at WCS is to proclaim the Word of God, to pray and worship the Lord together. As God’s Word is spoken, sung, and taught we trust that the Holy Spirit will bring those who are lost to come to know Jesus personally, and we who are saved, He will “teach, rebuke, correct, and train in righteousness, so that we will be equipped for every good work.”* Chapel is an opportunity for students to lead and serve, and to see examples of others serving the Lord in ministries and missions.

*Based on II Timothy 3:16-17

Assemblies are also scheduled throughout the school year. Programs are selected for their educational and entertainment value. Typical selections include outside speakers, dramatic or musical presentations, class performances, and multi-media presentations. In some cases, a free-will offering may be taken to help defray costs or to support a worthy ministry or organization.

Closed Campus

WCS is a closed campus. This means that no visiting students are allowed in or around the school during normal school hours of 8:00 AM to 2:40 PM. Requests for visitation during the school day are limited to prospective students upon appointment, out-of-town family members, or foreign exchange students. These are to be approved by the principal at least two days in advance.

Visitors and Guests

All visitors to WCS are expected to sign in with the receptionist and receive a “visitor badge” to be worn while in the building. After signing in with the receptionist, visitors should receive final approval from the appropriate building office.

School Calendar

The Administration will establish an annual school calendar, which will meet or exceed 180 days of school, including teacher-in-service days.

Closing of School

In the event of the closing of school due to inclement weather or other emergency, notice will be broadcast over radio stations WDEL (1150 AM), WILM (1450 AM), WNRK (1260 AM), and WCOJ (1420 AM), and WJBR (99.5 FM).
Communication with Parents

WCS believes that it is of vital importance for the home and the school to work together. In order to promote effective communication and understanding, the school has established the following avenues for information regarding school and student life:

1. Community News – the school will publish a weekly (posted on Wednesday mornings) online newsletter during the school year that will communicate items of information, events, important notices, meetings, reminders, and other information to keep parents informed of opportunities and responsibilities.

2. Report Cards – the school will issue report cards four times a year at the end of each marking period. These are designed to monitor and assess student progress in their academic achievement, conduct, work habits, and attitude.

3. Classroll.com – a web-based academic program that allows parents and students to view their academic standing. Teachers will post upcoming assignments by the beginning of each week, post grades within a week of the due date, and post tests within three days of the test.

4. Parent Alert Forms – the individual teacher will send home a form to notify parents of a poor test or project score or to inform parents of continued poor performance on other assignments.

5. Parent/Teacher Conferences – person-to-person meetings with the teacher(s) to assess the present state of a student’s welfare, determine a course of action, and set up monitoring procedures to insure success. **Individual conferences are arranged through the particular teacher.** If a parent requests a group conference, it should be scheduled through the guidance office.

6. Notes/Phone Calls – WCS operates on the 24/7 principle, which states that all notes and telephone communication from parents will receive a response within a 24-hour time frame. A solution, conference, and/or course of action will be established within a 7-day period.

7. Back-to-School Night – is an annual September evening for parents to come visit the school, meet the teachers, and review curriculum and calendar information for the school year.

Students and parents are asked not to telephone teachers at home concerning routine homework questions or other matters that can be handled during the school day. Each teacher has a voicemail (phone extension) and an email address at school. These are the primary methods of contact with an individual teacher.
Conflict Resolution

The procedure for resolving grievances, conflicts, or problems is patterned after the Biblical model found in Matthew 18. Students and parents are asked to take their concerns to the source of the problem and the place where the problem can best be solved. If the matter cannot be settled at this level, the parent or student should take their concern to the next level of authority. The order of authority at WCS is as follows: teacher, principal, head of school, and the school board.

The resolution of problems is best accomplished when one is past the initial feelings of anger and hurt. All persons are asked to wait until they are in control of their feelings so as to be able to discuss the problem in a constructive manner. It is equally important that all parties involved avoid the escalation of the situation through gossip by confining their discussions to those who need to know.

Daily Student Life

Before School

Students may not enter the school building earlier than 7:30 AM. Students must be in the upper school foyer between 7:30 AM – 7:45 AM if they are inside the building. At 7:45 AM students may go to their lockers before reporting to their 1st period class or homeroom.

Extended Care

Extended Care is available to students whose parents/guardians are not able to pick them up at the end of the school day by 3:15 PM. Students enrolled in Extended Care should report to the designated Extended Care room by 3:00 PM. High School students will be under the supervision of a teacher or Extended Care staff member. There will be scheduled homework and snack (provided from home) time. There will also be scheduled activity time, which will include gym or field time or an indoor classroom activity if inclement weather makes this necessary. Students are expected to sign in and remain in the supervised areas until they are picked up by a parent/guardian. There is an additional fee for this service.

Students whose parents have not yet arrived to pick them up by 3:15 PM must report to the designated Extended Care room. Students may not be on the school grounds after 3:15 unless under the supervision of a WCS employee.
After School

Students should use their lockers and then go directly to the bus, car, or after school activity. All students not attending an athletic event or taking part in a supervised extra-curricular activity are to leave the building or report to the extended care room by 3:15 PM.

Eating

Students are not permitted to eat during the instructional school day (8:00 AM – 2:40 PM) except a snack during homeroom. The seniors may eat snacks in the senior lounge. Lunches must be eaten in the cafeteria or high school group meeting room only. No food or drink is permitted in the gymnasiums or the auditorium at any time.

Student Planners

All students will be issued a student planner. Students are strongly encouraged to write their assignments in this planner each day. This planner is also used as a passbook and is the primary tool to verify permission to be out of study hall or class. Students are to write their names at the top of each pass page. Students are not to share their passbook with other students. Students must replace a lost planner at the cost of $5.

Hall Passes

Students are required to have a pass from a teacher to leave a classroom for any reason (paper pass, student planner passbook, restroom pass, student aide badge). If students are detained between classes by a teacher, they are to ask that teacher for a pass before arriving late to the next class.

Gum Chewing

Gum chewing is not permitted anywhere in the building. Students that chew gum will be given an Infraction.
Lost and Found

Articles that are misplaced or forgotten will be stored in a Lost & Found cabinet located on each floor of the high school. Items of value (purses, calculators, etc.) that are found will be kept in the school office. Students may come to the office before or after school to claim lost articles. Unclaimed items will be donated to charity after each marking period.

Cell Phones and Electronics

It is recommended that students not bring electronics (cell phones, iPods, cameras, etc.) to school. If parents feel it is necessary for students to have a cell phone at school, it must be turned off and stored in the student’s book bag, locker, or purse between 8:00 AM and 2:40 PM.

If a student has an emergency and needs to use a phone during the school day, they must get a pass to come to the office. The office staff will either allow them to use the office phone or give them permission to use their cell phone.

Any electronics that are found to be “on” (i.e. ringing in class) or visible to a faculty or staff member will be taken and given to the building principal. Students must go to the building principal to retrieve their belongings. A warning will be issued by the principal for the first offense. For a second offense, the student will receive an infraction. For all subsequent offenses, the student will receive an infraction and the devise will be returned to a parent who must come to the office to claim it.

No electronic device that takes pictures or videos (camera, cell phones, etc.) may be in a student’s possession in the rest rooms or locker rooms.

The school will not be held responsible for the loss or theft of any electronic devises.

Substitute Teachers

When teachers are absent due to illness, personal days, or professional days, a substitute teacher will cover the teacher’s responsibilities. Students are to be especially cooperative and helpful for the substitute using the normal seating arrangements and assisting the substitute in every possible way.
Study Halls

Study hall periods may be provided as an academic aid to students. To accomplish this purpose, study hall periods will be governed at all times by the following rules:

1. Students must sit in their assigned seats.
2. Students are to bring all necessary books and supplies with them to the study hall. Students will not be allowed to go to their lockers for books after the period has begun.
3. Students should expect to study the full duration of the period.
4. Students may not work together unless they have received the teacher’s permission to do so. They may then do so only as long as their work together is academically profitable and not distracting to the other students.
5. Quiet and order must be maintained at all times to promote a good environment in which all can study.
6. In the event the students complete all assignments, they may pursue some other academic activity such as reading a library book or magazine.

Fire Drills

Fire drills will be performed periodically. All emergency exits will be clearly marked in each classroom. Individual teachers will review fire drill procedures with the students. All students are expected to exit the building quietly and orderly during a fire drill and line up in the designated area outside. The teacher will take attendance and inform the principal if any students are unaccounted for. After all necessary procedures have taken place to ensure safety and efficiency; the signal will be sounded for all to return to class in an orderly fashion.

Extra-Curricular Activities

Extra-curricular activities are those that meet after school or during a student’s free time. There is no grade assigned for participation. Extra-curricular activities enrich the high school experience for students at WCS and are strongly encouraged. Commitment to extra-curricular activities should be made after considering the impact that participation will have on the other areas of high school life. Academics take priority over extra-curricular activities at WCS.
Student Government

Students seeking a position of leadership and responsibility among the student body are encouraged to run for a position in the High School Student Senate. The Student Senate is an advisory body that brings student concern and recommendations to the faculty and administration. They also provide several community service opportunities and organize student activities. Each class elects representatives to the student senate.

Each class also elects class officers to lead their individual class governments. These positions include class: President, Vice-President, Treasurer, Secretary, and Sergeant-At-Arms. These officers work under the direction and supervision of the teacher class advisors. They are responsible for planning class social events, overseeing class competitions, administrating class fund raising, and fiscally responsible with the class money and collected dues.

In order to run for a school government position, a student must fill out the application forms and:

1. have a minimum unweighted grade point average of 2.5
2. not exceed 15 infraction points per semester
3. show evidence of Christian character and leadership

Class Functions

Class parties and other class social activities that are sponsored by WCS will always be organized in the following manner:

1. Initial approval must be granted by the principal.
2. Plans must be coordinated with the homeroom teacher, coach, or activity’s sponsor.
3. An adequate number of WCS staff members must be secured as chaperones.
4. Final approval must be granted by the principal.

Class Funds

All high school grades will maintain their funds in one account held by the Business Office. Parents pay Class Dues annually through the Student Activity Fee for the purpose of class events and needs. See “Student Activity Accounts” for procedures to be followed. At the end of each school year, remaining funds will remain in the activity account.
Student Activity Accounts

All student activity groups will maintain their funds in one account held by the Business Office. The Business Office will invest the combined treasuries in an interest bearing account. All disbursements must be made by check and must be pre-approved by both the appropriate faculty sponsors and principal.

The following are the responsibilities of the student officers:

1. Obtain and complete a Student Fund Request Form to gain approval for fund-raising activities.
2. Obtain and complete a Student Activities Funds Form for each deposit of funds and each requested expenditure.
3. Provide the Business Office with a receipt or vendor invoice for each requested expenditure.
4. Count and wrap all coins prior to depositing them with the Business Office.
5. Alphabetize and list all checks obtained.

Fundraising activities must be pre-approved by the head of school.

Social Functions

WCS seeks to provide wholesome activities for student development and their social life in a Christian context. The activities planned by each individual class and the Student Senate provides opportunities for participation, companionship, and social interaction. All students are encouraged to be involved with their class planning of activities and to participate in school-wide events.

In regard to dancing, WCS will sponsor student events that incorporate dancing as part of the activity. These will be held on a limited basis and with administrative approval and direction. Separate guidelines have been established for the planning of such events. “Behavior that impairs the testimony of the school will not be ignored. Behavioral offenses that occur off-campus and not at a school-sponsored activity will be considered for discipline as to the severity and the impact on the school’s reputation.” (see Policy on Moral Conduct)

National Honor Society

WCS has both a junior (grades 8 and 9) and a senior (grades 10 – 12) chapter of the National Honor Society. The purpose of National Honor Society is to create enthusiasm for scholarship, stimulate a desire to render service to the school and community, recognize and encourage leadership in the student body, and develop Christian standards of good character in our students. Those who
Candidates for National Honor Society can acquire a copy of the Society by-laws and school’s selection process. Consideration is given on the basis of Christian character, leadership, service, and academic achievement. In order to be considered as a candidate:

1. academically, a student must have a minimum of 3.2 weighted career GPA
2. disciplinarily, a high school student cannot have more than ten (10) Infraction Points per semester, the two semesters prior to applying
3. must have been a student in good standing at WCS for at least one (1) semester prior to the start of a given school year

With membership in either society comes the obligation for students to fulfill the requirements of continued membership listed in the by-laws, one of which is keeping a minimum of 3.2 weighted GPA in the current school year. Inductees become official members at an annual induction ceremony.

**Math League**

Interested, capable students are encouraged to participate in the statewide Math League sponsored by the Delaware Council of Teachers of Mathematics. WCS has two high school teams, one for 9\(^{th}\) grade students and one for 10\(^{th}\) - 12\(^{th}\) grade students. Teams visit regional schools for after-school competition on the first Monday of each month from November through March.

**Science Olympiad**

The science department will invite interested students to participate on our high school team for the state Science Olympiad competition.

**Drama**

There is one major drama presentation each year at WCS in the form of a play or musical. The drama selection is announced in September, auditions are held in October, with performances in the early Spring. There is a large time and energy commitment that is required for each participant.
Athletics

The philosophy of WCS athletics stems from the school’s philosophy of Christian education. The ultimate goal is to develop the spiritual part of the athlete so that the Holy Spirit is in control and directing both the mind and body (I Thessalonians 5:23). Athletics is a training ground for the development of Christ-like character qualities. Building Biblical character in sport is a joint effort between coaches, athletes, and parents. The WCS community has a great responsibility to be a positive influence for Christ in our larger community through the medium of athletics.

The high school athletic program consists of Junior Varsity and Varsity level teams. The goal of the junior varsity program is to develop athletes so that they may become varsity athletes in the future. The focus at the JV level is on skill development, tactical game knowledge, disciplined work habits, and team play. In addition to the above goals, the Varsity level is competitive in nature and playing time is not guaranteed. Just as in all areas of life, we strive to do our best for God’s glory. In athletics, this includes playing to win within the guidelines of the rules and intent of the game.

Athletes must be disciplined to keep priority on their academics. When there are early dismissals, athletes will turn in work that is due and be diligent in finding out what was covered in their absence.

Athletes should be picked up within 15 minutes of the end of practices and games. Athletes may call home if there are any schedule changes made during a school day. The “athletics” section of the school web site is an excellent source for current information regarding sports scheduling.

Sportsmanship Policy – Interscholastic Athletics are a vital part of the student’s education at WCS. Participation in athletics develops values, which carry over into the student being a productive adult citizen. The recognition and practice of sportsmanship is an application of the Biblical principle of “loving ones neighbor as ones self”. Therefore, procedures will be developed to ensure that the athletic program promotes standards of sportsmanship, ethical behavior, and integrity that are constant with this principle.

Athletic Eligibility – The Delaware Independent Athletic Association (DIAA) sets eligibility standards for all athletes in the state of Delaware. Athletes must be passing at least five (5) credits, two (2) of which must be major subjects. Seniors are not governed by a number of credits, but must be passing every course required for graduation. Eligibility is determined on the day report cards are issued. Student/Athletes that are declared ineligible can regain their eligibility when report cards are issued for the following marking period. Athletes can be
determined “ineligible” by the principal and athletic director for behavioral
cconcerns as well as academic deficiencies.

If a student on a WCS athletic team purchases, possesses, distributes,
and/or uses alcohol, tobacco products, and/or illegal drugs, they will be
immediately removed from the team and forfeit all privileges that
accompany being a member of that team (in addition to other school
discipline).

**Honors and Awards**

As part of its academic and activities programs, WCS awards students with
recognition, honors, and awards for achievement, prowess, character, and
abilities that enhance both the student and the school. This recognition is
balanced with Christ’s call for us to servanthood, humility, and glorifying God with
the talents He has given.

**Academic Awards**

There is an annual academic awards program for high school students. There is
a minimum cumulative yearly weighted GPA of 3.2 required in order for a student
to be invited to the Academic Awards Program at the end of the year.

**Christian Character Awards**

Christian Character Awards are given annually to one student in each grade who,
in the opinion of the faculty, best represents the qualities of Christian character
encouraged at WCS. Examples of Christ-like character include: consideration of
others, forgiving spirit, patience, willingness to serve, self control, dependability,
integrity, humility, joy, and love. Students are given a cash award. A student is
not eligible to receive the award on consecutive years.

**Graduation Awards**

Graduation Honors – Graduates will receive an appropriate ribbon and
recognition for the following career cumulative weighted GPA: Highest Honors
(4.0+), High Honors (3.75+), and Honors (3.0+). When a student transfers to
WCS for their senior year, their previous year’s academic record will be
considered when tabulating GPA for graduation honors.
**Valedictorian and Salutatorian** – The senior with the highest cumulative weighted grade point average is named valedictorian; the second highest is named salutatorian. A student must have been enrolled in WCS for at least two full years to be eligible for these awards.

**Departmental Awards** – Department Awards are given at graduation to the senior who has completed the most outstanding work in each of the following subject areas: Bible, Art, English, Foreign Language, Mathematics, Music, Science, Social Studies, and Computer Science. The faculty members of each particular discipline select the recipients.

**Parent-Teacher Fellowship Awards** – The PTF gives scholarship awards to seniors who best exhibit academic achievement, leadership qualities, and Christian commitment. These three characteristics are weighed equally in the selections. The recipient is chosen by the executive committee of the PTF upon the recommendation of the administration.

**Athletic Awards**

In addition to the letters, pins, and certificates that are given at the seasonal awards assemblies, there are also special awards given to athletes at the annual sports awards event. These trophies may include: the *most valuable player*, the *most improved player*, and the *outstanding defensive player*. Junior varsity players receive awards in similar categories. The annual athletic award include the following:

**Chris Landa Award** – The Chris Landa Memorial Award is given to one senior who has demonstrated superior spiritual leadership by word and deed while participating in athletics. The individual must have participated in the athletic program at some time during grades 10-12. The varsity coaches select the recipient.

**Outstanding Senior Athlete Awards** – One senior boy and one senior girl are awarded a trophy for their demonstration of outstanding athletic ability, skill and sportsmanship. The varsity coaches select the recipients.

**Connie Dietrich Memorial Scholarship** – The Connie Dietrich Memorial Scholarship is given to a female senior athlete, who will be attending a Christian college, for both participation in athletics and academic scholarship.

**Kelly Marston Award** – This award is presented to a junior student/athlete who demonstrates Christian character, scholarship and athleticism.
Transportation Policies

Bus Policy

WCS has established the following bus conduct rules to facilitate a safe and orderly bus operation:

1. In approaching the bus, or bus stop, along the highway, students should walk on the left side of the road facing traffic. They should be sure that the road is free of all traffic before crossing.
2. Students are to be at their bus stops five minutes before the designated pickup time.
3. Students should never stand in the roadway while waiting for the bus.
4. Students should enter the bus in an orderly fashion, giving way to younger students when in a position to do so.
5. Students are to remain seated during their entire time on the bus. Students will not be permitted to stand while the bus is in motion.
6. Students are not permitted to put their heads or hands outside the windows. Nor are they permitted to throw anything outside the windows or to shout out of the windows.
7. Students must obey the driver promptly. The driver is in full charge of the bus and has the authority of a classroom teacher.
8. Students are to conform to all school rules while riding the bus as listed in the Standards of Community Life.
9. No student will be allowed to leave the bus at any place other than his/her regular stop without prior written permission from the parent.
10. Students should exit the bus in an orderly fashion.
11. If students need to cross the highway after exiting, they should immediately walk around the front of the bus and stop before crossing. They should make sure all traffic has come to a complete stop before crossing.

At the discretion of the principal, the following procedure will be followed for the students who violate bus rules and are reported to their principal:

First Offense – Warning and/or discipline (a more serious first offense may result in consequences greater than a warning).
Second Offense – A stronger disciplinary measure will be taken with the possibility of suspension from the bus.
Third Offense – Stronger discipline with a longer suspension will be given. Consideration will be given to removing student(s) from riding the bus.

If a guest would like to ride the bus home with a regular rider, a written parent permission note must be given to the bus driver upon entrance to the bus.

Any parent concerns regarding the discipline of students on the bus should be directed to the principal.
Transporting Students to Activities

WCS accepts the responsibility to transport students to events that are scheduled immediately after school. Students will be transported by bus and/or by car. For events that do not meet immediately after school, WCS can aid in transportation but will not take the responsibility to transport students (i.e. Saturday and evening games, late practices at facilities away from our school).

When WCS transports students by car, the school will use only adult drivers (teachers, staff, and parents). These drivers should have the following insurance coverage:

- Bodily Injury and Liability $100,000 - $300,000
- Property Damage $50,000
- Personal Injury $100,000 - $300,000
- OR
  - Single Liability $300,000

Such drivers must have a copy of their insurance coverage on file in the school office.

Parking Lot Use/Student Drivers

Pedestrians and drivers must exercise extreme caution in the school parking lot and driveways. Drivers may not exceed 10 mph and must yield to all pedestrians and follow the instructions of those directing traffic. Drivers must follow the painted arrows indicating the flow of traffic.

Student Drivers will be issued a parking permit after completing a “Student Parking Registration” form located in the high school office. The parking permit must be displayed on the front windshield behind the rearview mirror of the car driven to school whenever the car is on school property. All student cars must be parked in the student parking lot during the school day. After school, student drivers may not turn left, causing more congestion in the main lot. Any reckless driving and/or exceeding the speed limit will result in discipline and may result in withdrawal of driving on school property privileges. Student drivers should bring everything they need for the school day from their car when they arrive to school and are not permitted to go to their cars during the school day. When exceptions are warranted, students must get permission from the principal.

No pranks or decorating of cars is permitted on WCS property since it leads to conflict and escalation of damage. A car is an expensive item and students will be disciplined for anything done to another persons possession.
School Facilities

The Lord has blessed WCS with beautiful buildings and grounds. The entire WCS community is responsible for being good stewards of God’s school. To keep the facilities in the best condition, students are required to remain in supervised areas of the buildings and grounds. Any defacing of school property will result in suspension and restitution.

The office is open to students throughout the school day. Students should check in with the receptionist when entering the office. Students are not to enter the teachers' room, teachers' lounge, teachers' restrooms, private offices, or any storage areas without prior teacher permission.

In order to maintain good relations with WCS neighbors, students may not wander onto private property near the school.

Auditorium

Chapels, lectures, drama, music concerts, and other scheduled activities will be held in the auditorium. If a school group is interested in scheduling an event in the auditorium outside of the school day hours, they must get approval from the Auditorium Coordinator.

Students may not enter the auditorium unless there is an event taking place in which they are involved.

No food or drink is permitted in the auditorium.

Cafeteria

All students must eat lunch in the cafeteria. Room 200 is provided for supervised meetings during lunch. Students may purchase food from the cafeteria food service or bring a bag lunch from home. Students must use their Student ID Card in order to purchase food from the cafeteria; no money will be exchanged. If a student loses their Student ID Card they should inform the food service manager immediately.

Students will leave their book bags in the high school building before coming to lunch to prevent seating and safety problems during lunch. When the cafeteria bell rings, every student in the cafeteria will get quiet immediately and listen to the teacher’s announcement or prayer as grace is said over the cafeteria intercom. Each student must clean up their own eating area, throwing out trash,
and taking the tray to the clean up window. A student will be assigned to clean a table for a week. A spray bottle and paper towels are provided for the student cleaner to use with six minutes left in the lunch period.

While lunchtime differs from a classroom atmosphere, any misbehavior will have consequences sufficient enough to ensure that the cafeteria remains a pleasant atmosphere in which to eat lunch and socialize.

- Failure to clean a table will result in an Infraction being given by the teacher on lunch duty.
- Trash must be placed in the trash cans not thrown.
- Any student throwing food will be given, at minimum, an after school detention.

**Library**

The library is open before and after school for returning and checking out books. It is open and supervised throughout the school day and may be used when classes are not meeting there. **All students are required to have their student planner pass signed by the classroom or study hall teacher in order to use the library. Students will return to their study hall before the end of that period to verify attendance.** The library is to be used for school-related purposes only.

Students should learn and follow proper library procedures and are responsible to return books on time. Library fines are twenty cents per day for overdue books. Bills for lost, damaged, or overdue books must be paid at the end of each marking period. A fine may be assessed and discipline will be given to students in possession of library books or materials that have not been checked out properly.

**Computers and Internet Use**

Students may have access to the computer room during study halls for school-related purposes unless a computer class is being taught. **Any student using the computer room must have a teacher’s signature on their student planner pass or a pass from the computer teacher. Students will return to their study hall before the end of that period to verify attendance.**

All students and parents are required to sign annually the Acceptable Use Policy (AUP), which outlines the procedures for proper use of the school computers and Internet. **Students will not be permitted to use school technology until the AUP is signed and on file in the office.** Any misuse of school technology will result in suspension from technology use and additional discipline.
Gymnasiums

The gymnasiums are open and supervised at designated times. The following rules are established to assist in maintaining our gymnasiums:

- Students are required to wear sneakers (not stocking feet, turf shoes, or other cleated footwear) for activities on the gym floor.
- **Food and beverages are not permitted in the gyms at any time.**
- Students may not enter the equipment storage areas without teacher permission and supervision.
- The Weight Room and any exercise equipment may not be used without supervision.

Restrooms

Student restrooms are located on each floor of the high school building and may be used between classes. Each high school room has a ‘Restroom Pass’ that may be used to go to the restroom with teachers’ permission from class or study hall. **The restroom pass should be hung on the hook in the restroom while in use and then replaced once returning to the room.**

The 2nd floor restroom in the Middle School should be used by high school students when attending classes in the Art Room, Bible Room 203, when using the Library, when seeing the nurse, and when using the cafeteria. The locker room restrooms should only be used by Physical Education students during the school day.

The teachers’ restrooms, located on the 2nd floor of the high school building, may not be used by students.

**No cell phones may be turned on in the restrooms or in the locker rooms.**

Teachers’ Rooms

Students may not enter the two teachers’ rooms located on the 2nd floor of the high school building. Student office aids may knock once and then enter if they are conducting office business.
**Lockers**

The high school office will assign each student a locker. All personal items are to be kept stored in the locker when not in use. **Do not share your locker combination with anyone.**

Lockers may be used before school from 7:45-8:00, between classes, at lunch, after school from 2:40-3:00, and when given a pass from a classroom teacher.

Lockers will be cleaned out by students before Christmas break, Easter break, and at the end of the year.

**Nothing may be attached to the outside of the lockers. Students will identify their lockers by number only.** Pictures, stickers, and schedules may not be fastened to the inside of the lockers with sticky tack or tape. **Only magnetic fastened items** may be placed on the locker. Such items must be consistent with WCS standards.

Lockers remain the property of the school, and the administration reserves the right to search a locker at anytime.

**Walls**

Nothing may be taped, stapled, tacked, or pinned to the drywall walls of the high school building. Bulletin boards are provided in different areas for posting information.

**Hall Bulletin Boards**

Students wishing to post an announcement or notice of any kind on a bulletin board in the hallway must have the item approved and initialed by an advisor or the principal. Each grade has a bulletin board in their homeroom hallway that they are to decorate and keep in good condition throughout the year.

**Elementary School**

Students are not to enter the elementary building during the school day unless given permission by a teacher. Students going to the elementary building must sign out/in at the office after receiving permission from a teacher.
Middle School

High school and middle school students will share the use of the Library, Art Room, Cafeteria, and Gymnasiums. High School students should set the example for the middle school students in regards to proper behavior, language, and attitude in school realizing that they are role models to the younger students.

Senior Lounge

The use of the senior lounge is a privilege, not a right. Proper behavior, noise level, and care will determine its use. A List of the Senior Lounge Rules are posted in the lounge and in each senior homeroom. Seniors will use their student planner pass to get permission to go to the senior lounge during study hall. Seniors may use the senior lounge during study hall (with permission – student planner pass), before school (from 7:30-7:55), and /or after school (from 2:40-3:00). The room is to be shared by all seniors and not used for storing personal belongings.

No movies above a “PG-13” rating may be viewed in the senior lounge (“unrated” versions of movies are not permitted).

Individual seniors will be suspended from the senior lounge if they demonstrate behavior that leads to mistrust. A senior on academic and/or disciplinary probation may not use the senior lounge.

Underclassmen may not enter the senior lounge.

Warriors Mascot

Description of a WCS Warrior

Our school mascot is a Warrior. God gives us many illustrations in His Word to help us better understand spiritual truths. The armor of God, described in Ephesians 6, is an illustration to help us understand that we need to rely on God, dwell in His Word, and go to Him in prayer in order to have victory over sin and the power of this world.

In the Book of Ephesians, the Apostle Paul tells us of the “great riches” that we have as Christians through salvation by the grace of God. We have been saved according to God’s will, “guaranteeing our inheritance” (1:14) into God’s family as His adopted children for the specific purpose of “the praise of His glory” (1:12).
As a result of being adopted into God’s family, we become “God’s workmanship, created in Christ Jesus to do good works, which God has prepared in advance for us to do” (2:10).

We are to “put off our old self and to be made new in the attitude of our minds, created to be like God in true righteousness and holiness” (4:22-24). This will be evident in our everyday living in what we say and what we do. Paul lists some real practical areas that must be changed in us. We are to put off: unwholesome talk, slander, anger, rage, lying, stealing, laziness, bitterness, sexual immorality, greed, obscenity, and coarse joking. We are to put on: truth, hard work, encouragement, kindness, forgiveness, and love. These qualities are “pleasing to the Lord” because they are qualities of God Himself (5:1, 10). Paul describes the various pieces of the armor of God with which we are empowered to live victorious Christian lives (6:13-17). This is where we, as a school, derive our mascot – the Warrior (foot soldier) in the army of God. We, as a community, desire to work together, to fight in this spiritual battle, to stand our ground, so that God will receive the glory!

The Warrior’s Armor of God

Helmet of Salvation
Shield of Faith
Breastplate of Righteousness
Belt of Truth
Feet fitted with the Readiness that comes from the Gospel of Peace
The Sword of the Spirit – The Word of God

Ephesians 6:10-18 (NIV)

10 Finally, be strong in the Lord and in his mighty power. 11 Put on the full armor of God so that you can take your stand against the devil's schemes. 12 For our struggle is not against flesh and blood, but against the rulers, against the authorities, against the powers of this dark world and against the spiritual forces of evil in the heavenly realms. 13 Therefore put on the full armor of God, so that when the day of evil comes, you may be able to stand your ground, and after you have done everything, to stand. 14 Stand firm then, with the belt of truth buckled around your waist, with the breastplate of righteousness in place, 15 and with your feet fitted with the readiness that comes from the gospel of peace. 16 In addition to all this, take up the shield of faith, with which you can extinguish all the flaming arrows of the evil one. 17 Take the helmet of salvation and the sword of the Spirit, which is the word of God. 18 And pray in the Spirit on all occasions with all kinds of prayers and requests. With this in mind, be alert and always keep on praying for all the saints.