



# **2020/2021 ELEMENTARY SCHOOL HANDBOOK**

*Families who enroll agree with the terms and provisions set forth  
in the Desert Christian Schools handbook.*

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Revised 8.20—*Note: Revisions are printed in bold italics*

## GENERAL INFORMATION

### OUR PURPOSE

The goal of Desert Christian Elementary School (DCES) is to evangelize, educate, and equip children for godly living by:

- Providing a nurturing environment.
- Teaching from a God-centered world-view viewpoint.
- Communicating who Jesus is and presenting His plan of salvation.
- Modeling Christian character.
- Teaching children to make right choices according to God's Word.
- Providing a foundation which will be conducive to building future leaders.

DCES is open to students eligible for transitional kindergarten through fifth grade. It is a quality grade school with a Christian emphasis. Qualified staff, carefully chosen curriculum and eager students are blended together for a happy and productive educational opportunity.

### PRINCIPAL

Mrs. Robin Kruzner is the elementary principal. She has been with Desert Christian since 2012 and previously served DCS as a 5<sup>th</sup> grade teacher. Her other ministry experience includes being an interpreter for the deaf, serving in children's ministry, serving on the women's board, and heading women's ministries for a non-denominational church.

Mrs. Kruzner holds an Associate degree in Deaf Studies, a Bachelor of Arts degree in Liberal Studies from CSUB, a California Teacher's Credential for Multiple Subjects, and a Master's in Educational Leadership from GCU. In addition, she holds a Principal Administrator Certificate from the Association of Christian Schools International.

Mrs. Kruzner and her husband, Derek, have two grown sons who live in Colorado and Hawaii and have four grandchildren.

## CAMPUS PROCEDURES

The elementary campus is located at 44662 15th Street West, Lancaster. The elementary office telephone number is 661-948-5071, Ext 238. The FAX number is 661-948-0858.

### SCHOOL HOURS

School hours for elementary students are 8:30 a.m. to **2:30 p.m.** Elementary office hours are 8:00 a.m. to **3:00 p.m.**

### ARRIVAL AND DEPARTURE

Desert Christian Schools values the safety of your child and because of that; students are not allowed to take UBER, LYFT, or any other ride service to and from school. These drivers are not supposed to transport passengers under the age of 18 without an accompanying adult.

***Students in grades TK-2 will arrive between 8:00-8:15 a.m. and students in grades 3-5 will arrive between 8:15-8:30 a.m. Older siblings will arrive at the same time as their younger siblings. Students will report directly to their classrooms. Students who arrive at school before 8:00 a.m. must report to Peach Factory (childcare). Students will be temperature checked each morning upon arrival. Students with a temperature of 100.4 or above will be asked to go home. Drive-through drop off areas for student morning health checks will be utilized where students will have their temperature checked at their cars before entering campus. Students who attend Peach Factory will be health checked by the Peach Factory staff before entering the elementary school campus at 8:00 a.m. Students who arrive after 8:30 a.m. will be checked in through the main office.***

***Parents and visitors will not be permitted to come on campus without an appointment.***

Students may not be on campus other than during school hours unless they are involved with an organized school activity or enrolled in Peach Factory.

### STUDENT PICK-UP

Concern for the safety of students results in continual review and refinement of procedures that promote greater safety. Please follow these procedures:

- If a student needs to be picked up prior to school dismissal for appointments, etc., parents must **call the school office to request their student be picked up early and the student will be escorted to the main office for pick-up. Students will be signed out in the main office by an adult on their approved pick up list, who will need to show their ID.**
- If there is a change in pick-up or transportation plans, the **school** office should be notified before 1:30 p.m.
- Students are escorted to the designated dismissal areas **in front of the school. At the drive-through pick-up areas, students will safely be released to their cars. Students in grades TK-2 will be dismissed at 2:00-2:15 p.m. and students in grades 3-5 will be dismissed at 2:15-2:30 p.m. Older siblings will be dismissed at the same time as their younger siblings. Teachers on duty will supervise students and release them to persons on the approved pick-up list.**
- Students in transitional kindergarten through fifth grade need to remain with their teacher in their assigned and supervised areas for after school pick-up.
- Students must not run in or through the parking lot. All students and parents must use crosswalks and be attentive to all cars in the parking area.
- A teacher will escort all elementary students not picked up by **2:30 p.m.** to the central Peach Factory sign-in area. Those students will be placed in the Peach Factory after school care program until a parent picks them up. Charges will be incurred for childcare. (See General Section regarding detailed information for before and after school care.)

These procedures are intended to promote safety and accountability for students. Parents should review the guidelines with their children to help reinforce safe procedures for student drop-off and pick-up.

## ATTENDANCE POLICY

Regular, punctual attendance is essential for success as a student. Absences interrupt the

smooth and complete process of learning. Parents are responsible to facilitate prompt, regular attendance so that students are absent or tardy only when absolutely necessary. This can be accomplished by scheduling doctor appointments and family vacations around school times to avoid interference with academic progress.

Notification explaining the reason for a child's absence may be emailed to the elementary office at [elementaryoffice@desertchristian.com](mailto:elementaryoffice@desertchristian.com) or phoned in to extension 238.

Many reasons for being absent may seem legitimate to parents but are classified as unexcused. Examples include:

- Vacations that are not properly pre-arranged with the school
- Student needed at home
- Music, art, or other lessons
- Parent looking for or working on a job
- Lack of transportation

Students who are late to school due to doctor, dentist, or orthodontist appointments must provide verification from the doctor's office in order for that tardy to be excused. All other tardies are unexcused.

Students who leave school before the end of the school day for personal reasons (anything other than doctor appointments) will receive an unexcused tardy for that absence. **Students must remain in school from 8:30 a.m.—1:30 p.m. for leaving early to be considered a tardy and not an absence.**

Students are tardy if they are not in their classrooms by 8:30 a.m. It is important to arrive on time so that children are taught punctuality and so that class schedules are not interrupted. Students who arrive after 8:30 a.m. **Students who arrive after 8:30 a.m. will be checked in through the main office.**

Students who exceed three days of absence due to an illness, must return with a doctor's note in order to excuse the absence. Parents of students exceeding seven days of absence (other than reported illness) or seven tardies (other than doctor's appointments) in each quarter will be contacted by letter requesting improvement in this area. If students exceed this number in

subsequent quarters, families will be asked to contact the principal for further discussion of the problem.

A copy of the Excessive Absent/Tardy Notification Letter is placed in the student's permanent cumulative record. When a student misses more than 20 school days during the year, the student's ability to return for the following quarter or the student's promotion will be reviewed by the administration. Promotion will be in jeopardy. ***Students who are absent during the school day may not attend after school activities, including tutoring.***

### TELEPHONE USAGE

Student use of the office telephone is limited to special situations and emergency calls. Student cell phones and smart watches must be in the "power off" mode and remain in the backpack or bag during school hours. Classroom phones may be used only with permission from the classroom teacher.

### FUNDRAISING REQUIREMENT

To help keep the cost of tuition down, each 3<sup>rd</sup> through 5<sup>th</sup> grade student is required to raise \$75 during the school year. Parents who do not wish their children to participate in fundraising may pay the \$75 fee. For families with multiple students subject to the fundraising requirement, the requirement will cap at \$300 per family.

***All*** proceeds from school-wide fundraising activities ***are*** counted towards each student's fundraising requirement. These activities may ***include Box Tops submissions, Discount Card Sales, and Color FUNd Run participation.*** Only school-wide fundraisers are credited toward the fundraising requirement.

***Desert Christian Schools is going to waive the student fundraising requirement during the 2020/2021 school year because of the COVID-19 pandemic. Your voluntary participation in student fundraisers will be greatly appreciated.***

Participation in the Annual Auction, contributions given at the Development Dinner, to the Annual Fund, and student or parent participation in sports, club, or other group fundraisers are appreciated, but do not apply to the fundraising requirement.

### MAIN CAMPUS LIBRARY

***The health and safety of our students is a priority; therefore, the main campus library will be temporarily closed during the 2020/2021 school year due to COVID-19.***

### COMMUNICATION

DCS publishes a newsletter, *The Knightly News*, which is e-mailed monthly. The *Knightly News* includes information about upcoming programs and special events and is one avenue of communication with parents. Parents are requested to thoroughly read each newsletter. In addition, teachers send out weekly previews from their classroom to keep parents informed of weekly academics and activities.

Parents may access student grades via FACTS. Please see the information regarding ParentsWeb in the general section of the handbook. TK-12 classroom teachers have email accounts that are checked daily. Email addresses can be accessed through FACTS. The primary source for communication with parents regarding academics and discipline is FACTS, our internet-based information system. DCS uses FACTS to e-mail timely notifications to parents. Because of this it is essential that parents update any changes to e-mail addresses and regularly check their child's grades on FACTS.

Meetings with teachers should be scheduled as an appointment as this gives teachers an opportunity to devote attention and resources to answering parent questions.

Parents may not enter classrooms for discussions before school or during the school day without office permission as this prevents teachers from supervising students.

### STANDARDS OF CONDUCT

#### SCHOOL RULES

- 1. Follow directions the first time.***
- 2. Respect everyone and their property.***
- 3. Keep your hands and feet to yourself at all times.***
- 4. Use wholesome language.***
- 5. Think SAFETY: Can it hurt self, others, or things? "You are***

***responsible for the choices you make.”***

## **STEPS TO DISCIPLINE**

DCES is dedicated to the effort of training students to apply Christianity to all aspects of life, believes in the importance of decent and orderly behavior, and feels that students should be taught to live responsibly before God and men.

An important aspect of character development in students is responding respectfully to authority. However, a child's first encounter with authority is at home and DCES firmly believes that the main responsibility for discipline resides with the home.

Therefore, parents will be informed when unusual circumstances needing disciplinary action arise. Parents are expected to respond with consistent follow-through should this occur. Long-lasting behavioral change most often takes place when parents and the school cooperate. (Proverbs 19:18 and I Timothy 3: 4, 5 & 12).

DCES encourages students to understand the many principles of Christian living found in the Bible. Students are expected to conduct themselves according to biblical standards of honesty, integrity, responsibility, and respect for fellow students.

Listed below are some policies and specific guidelines regarding standards of student conduct on and off campus during enrollment at DCES.

- Students are expected to abstain from all morally degrading literature, music, activities, movies, and internet use.
- Students are to refrain from the use of foul language, tobacco, alcoholic beverages, and illegal drugs.
- Every student will conduct himself in an orderly, courteous manner at all times with prompt and respectful obedience to all school personnel. Students need to obey when told the first time (quickly, quietly, and completely) all rules and regulations developed by the school for the orderly operation of the program.
- Honesty, fair play, and sportsmanlike conduct are expected under all conditions. Students are personally responsible to behave in a way that helps create a positive learning

environment that is not degrading to themselves or others.

- Cheating, lying or stealing will not be tolerated. Students are not only expected to adhere to this policy, but also to promote and encourage their peers in following it.
- Students who know of serious violations of biblical or school standards are expected to assist the administration and faculty in maintaining a Christian environment and upholding biblical principles.
- Respect must be shown for the rights of others and their property.
- Students' speech must be clean, wholesome, and respectful. ***Students' speech and actions are expected to follow Biblical standards.***
- Students are to follow a "hands off" policy: no fighting, hitting, slapping, pushing, kicking, wrestling, pinching, play fighting, spitting or biting, etc., is allowed.
- Students may not harass or abuse others verbally or physically, or threaten to harm another.
- Defacing or abusing any school property (walls, restrooms, books, desks, etc.) is grounds for dismissal and parents will be held financially responsible.
- Students may not bring toys, pets, radios, tape recorders, electronic devices, skateboards, roller blades, retractable skate shoes, card games, trading cards, hardballs, or alloy or wooden bats to school. Permission to bring such items may be granted by teachers for share days or special activity days.
- Students are not allowed to bring pocketknives, wallet chains, or toy weapons to school.
- Students are not allowed to bring or possess fireworks, firecrackers, matches, or other flammable materials on campus.
- Running is prohibited anywhere on campus except the playgrounds.
- Recreational equipment is to be used only on the playground.

- Only recreational equipment (balls, Frisbees, etc.) may be thrown. Rocks, sand, dirt clods, etc., may not be thrown.
- Students are not to loiter, play in or socialize in the restrooms, on the balconies, or around the stairs. Students are to stay in the designated playground areas at recess. Out of bounds includes unsupervised rooms, all stairwells, the parking lot, the preschool area, and any areas outside of the playground fence.
- Students must have a pass when they are out of the classroom for any reason.
- Students are not allowed to leave class until formally dismissed by the teacher.
- Students may not sit on tables or desks or tip back in chairs.
- Students may not chew gum at school.
- Students are not allowed to eat or drink during class unless the teacher has given special permission.

### **DISCIPLINARY ACTION**

DCES has incorporated a disciplinary system for classroom and playground that has definitive response levels and is focused on children being responsible, doing right and being productive. Teachers implement a variety of strategies to supervise student behavior. Classroom and playground rules are clarified and reviewed with students and systematically reinforced.

Any matters not specifically covered by the handbook are subject to discipline at the discretion of administration and may cover penalties up to and including expulsion from school. The handbook does not limit the scope of our discipline; instead it attempts to create clarity and consistency.

#### **Level I - Teacher Responsibility**

The classroom teacher will instruct students regarding appropriate behavior, provide positive reinforcement for that behavior, and help them to recognize inappropriate actions and understand the consequence.

Concepts of forgiveness and restoration are a part of the process as well. When disobedience occurs, disciplinary action is firmly and fairly carried out.

Discipline may be administered in various forms including:

- Verbal instruction.
- A verbal warning.
- Privileges taken away.
- Time out.

#### **Level II - Parent Contact**

If unacceptable behavior continues, the teacher will speak to the parents personally, so that they are informed of the problem, course of action needed, and follow-up procedures.

**Level III- Referral To** Principal or other administrator.

If disruptive behavior continues, the student is referred to the principal or other administrator who may:

- Instruct.
- Counsel strongly.
- Contact parent.
- Establish appropriate consequences.

If changed behavior does not occur, parents are contacted to discuss a stricter disciplinary action, which may include restrictions, behavior contract, or suspension. A phone call and a written message follows so that parents are informed of the problem, course of action needed, and their responsibility for reinforcing changed behavior. In some cases the parent may be asked to come to the school to discipline their child at each incident and/or remove the student for the balance of the school day.

#### **Level IV - Administrative Action**

If a student does not demonstrate willingness or ability to respond to correction, seems to be unteachable, or exhibits extreme rebellion and the steps listed above have not restored the student to a proper attitude, the principal contacts the parents.

Prior to this conference a decision is made in counsel with the teacher, principal, and/or School Administrator to explore alternatives and determine what the Level IV recommendations will be.

At this level a determination is made regarding the student's continuation in the program. Alternatives could include:

- Behavioral Probation.
- Referral for Special Services.
- Suspension.
- Expulsion.

When circumstances dictate, a student may be considered for higher levels of discipline without proceeding through each level. These instances may include but are not limited to:

- Inappropriate physical contact or harassment.
- When another child is injured as a result of purposely thrown objects or hostile actions.
- Extreme defiance of adult authority.
- Extreme or continual use of profanity or verbally abusive language.
- Defacing school property.

#### **Causes for Suspension or Dismissal**

The following actions shall constitute good cause for suspension or dismissal:

- Continued willful disobedience, habitual profanity or vulgarity, open, or persistent defiance of the authority of school personnel.
- Willfully cutting, defacing or otherwise damaging property (real or personal) while under the supervision of DCES. The parent or guardian shall be liable for all damages caused by the student.
- An attitude, action, or language that is demoralizing to other students, including harassment.
- Inappropriate internet usage to include social media on and off campus.
- Possession, use or sale of illegal drugs, alcoholic beverages or tobacco.
- Gambling, stealing, fighting, or immoral conduct.
- Bringing pocketknives or any weapons (real or simulated) to school.

- Hurting another student.

The administration reserves the right to dismiss a student who, in its judgment, does not conform either to the stated regulations governing student conduct or to the expressed principles, policies and programs of the school.

## **SPIRITUAL, ACADEMIC, AND EXTRA-CURRICULAR INFORMATION**

### **CHRISTIAN TRAINING**

Spiritual growth is nurtured within each child. Regular times of sharing God's Word and integrating spiritual principles occur throughout the school day. Seeing a child develop a saving relationship with Jesus Christ is a treasured privilege.

During each school year students memorize a passage of scripture that provides a school-wide focus.

I Thessalonians 5:16 tells us to "be joyful always, pray continually; give thanks in all circumstances, for this is God's will for you in Christ Jesus." The goal is to teach each student the importance of communicating with God in every aspect of life. DCES is interdenominational in faculty and student acceptance, teaching those biblical truths that are central to the Christian faith. Throughout each student's course of study, Bible characters and principles of the Christian faith are introduced and studied. Bible verse memory in the NIV translation is a part of this instruction.

Christian outreach projects are an integral part of Christian training in the elementary school. Students are given opportunity to apply the Christian principles of generosity and evangelism through three projects each year: the Stuffing Drive for Grace Resource Center; Christmas Projects that are local or global; and Missions Emphasis Project.

### **CHAPEL**

Chapel brings students together once a week for special times of worshiping, sharing, and instruction. Student Recognition chapels are held monthly and parents are notified when their child is being honored. Chapel schedules are posted in *The Knightly News* **and are available on FACTS.**



## TEXTBOOKS AND MATERIALS

*All textbooks, workbooks, and materials are purchased by the family. Math and Science textbooks are available through DCS. Parents have the option of purchasing new or used books using the ISBN number for selected textbooks. BJU curriculum (Bible, Language Arts, and Social Studies) will be available through the BJU Press Parent Portal. This program has been designed to make it easy for parents to order the BJU Press textbooks that are required. DCS will customize a booklist for each student. Using the DCS code, parents can be sure to get the correct BJU Press textbooks for their child. In addition, parents will be receiving a 10% discount on required student kits and free shipping. Additional consumable fees may include technology fees, student planners, and tests, which are due on or before August 31.*

*It is the parents' responsibility to ensure all textbooks and materials are purchased and available before the student's first day of school (September 8). Students or families may not own or possess copies of current teacher's manuals for current textbooks or copies of answers without written permission from the campus principal.*

## HOMEWORK

Homework varies as students move up through the grades. In kindergarten through second grades homework includes **incomplete class work**, practice and review of spelling words, math skills, and Bible memory verses, reading aloud to reinforce reading skills, book reports, projects, studying for tests, bringing in items to share that are related to the curriculum, and make-up work which may be sent home after an absence.

In third through fifth grades, homework includes **incomplete** daily class work as assigned by the teacher, studying for tests using review sheets and notes, in-depth reports and special projects, practice and review of weekly spelling words, math skills, Bible memory verses, ALEKS, and missed assignments due to absences.

Summaries for homework and lesson plans are posted for the entire week on FACTS ParentsWeb and become available the Monday of each week by 8:00 a.m.

A weekly preview is sent home each Friday by teachers, listing the next week's spelling words, Bible memory verse and upcoming tests or reports and is also available on FACTS.

Parents are encouraged to check with students daily about class activities, assignments and progress. A quiet reading time for students is encouraged to foster good reading and language skills.

## LATE DAILY HOMEWORK POLICY

Daily homework is work intended to be completed at home. Generally it is given in class one day and due the next. Daily homework **IS NOT**: long term projects, quizzes or tests. Daily homework **IS** practice, the value of which is only significant while concepts are being discussed in class. While parents may request that late homework be done even if no credit is given, the following standards dictate to teachers, when credit may be given. In grades K-2, late daily homework is assessed a penalty of 10% for the first day, 20% for the second day and may not be turned in for credit on the third day. In grades 3-5, late daily homework **may be turned in for 85% credit the first day, 50% credit the second day**, and may not be turned in for credit on the **third** day. In all grades, K-5, late long-term projects are assessed a penalty of 10% for the first day, 20% for the second day, 30% for the third day, and may not be turned in on the fourth day.

## STUDENT ABSENT WORK MAKE-UP PROCEDURE

Families are responsible for finding out what students have missed due to excused or unexcused absences or tardies via FACTS. Students will be given one day for every day they are absent to make up their work (e.g., **all make-up work from Monday must be turned in before class starts on Thursday**). If absent on a test or quiz day, students will be responsible to make up tests and quizzes the day of their return. For a one day absence, assignments can be picked up from the teacher upon the students return to class.

For extended absences (more than one day) due to pre-planned family activities, parents may request assignments by e-mailing the **teacher**. Teachers must have **one week's notice** to prepare the class assignments the student will miss. Assignments will be available for pick up in the main office

after 3:30 p.m. on the arranged date. All provided assignments are due the day the student returns to school. In addition, students must be prepared to take all missed tests and quizzes upon their return. Additional assignments by the teacher may be required after the students return.

When students are out of the classroom they are missing valuable instructional time which cannot be made up by the teacher. Therefore, it is the family's responsibility to teach the concepts missed. Assignments that are not turned in upon the students return to school will result in a zero in the gradebook.

Work that is intended to be done in class may not be done ahead of time as this prevents proper instruction and leaves the child with little to do in class.

### **GRADING AND REPORTING TO PARENTS**

Report cards are prepared quarterly for each grade level and are designed to report information on each child's progress in subject matter as well as personal development.

A scheduled parent-teacher conference is held in early November and other conferences may be scheduled whenever requested by the parent or teacher. A grade in a course of study represents the teacher's best judgment of a student's academic achievement. Various components of course work such as class participation, projects, reports, homework assignments, tests, and quizzes, are included in this evaluation.

In the primary grades, students are evaluated based on the completion and mastery of class work, participation and cooperation in group activities, in-class assessments, and take-home projects. Social and personal development is also monitored.

Marks for TK students indicate P (proficient), M (making progress), I (improvement needed).

The following scale is used to determine grades for K-2 students: students receive O (outstanding), S (satisfactory), N (needs improvement), or U (unsatisfactory).

96-100 O  
88-95 S+  
80-87 S

70-79 S-  
60-69 N  
0-59 U

In grades three through five, letter grades are given for daily assignments, tests, projects, and participation in class discussions.

The following scale is used in determining letter grades for third through fifth grades:

90-100 A  
80-89 B  
70-79 C  
60-69 D  
0-59 F

Students in third, fourth, and fifth grade may be placed on academic probation for receiving a grade point average below 2.0 or having two or more F's on a report card or progress report. A student on probation is assigned a specific period of time in which to demonstrate his or her ability to perform satisfactorily at DCES. Teachers work closely with students and parents to provide direction and support. If the student does not perform satisfactorily during that period, he or she may be asked to withdraw from the school or retention may be necessary.

### **HONOR ROLL**

Recognizing academic effort and achievement motivates students to give their best effort when doing school work. Students in grades kindergarten through second grade will receive an Excellent Achievement award at the end of the year for earning straight O's in all core subjects for the first, second, and third quarters of work since fourth quarter grades are not submitted until school is over.

There are three levels of honor roll which are awarded to third through fifth grade students. These awards are awarded at the end of the year and are based on the first three quarters of work since 4<sup>th</sup> quarter grades are not turned in until school is over. The guidelines are as follows:

Principal's List: Recognizes a student who maintains a 4.0 GPA in all core subjects (Bible, Language Arts, Reading, Math, Science, and Social Studies)

Gold Honor Roll: Recognizes a student who maintains a 3.5-3.99 GPA in all core subjects.

Silver Honor Roll: Recognizes a student who maintains a 3.0-3.49 GPA in all core subjects.

\*Students who are given modified grades due to learning disabilities are not eligible for honor roll awards.

\*Pass/Fail classes are not factored into the honor roll grades.

## ACCESS

***Please note that this program is subject to change via new guidelines and current data in regards to COVID-19.***

ACCESS is a program for high achieving academic fifth and sixth grade students. “Achievement Centered Challenge Events for Successful Students” provides unique learning opportunities for students who are excelling in the classroom.

In order to participate, students must:

- Obtain a 3.5 GPA for the preceding quarter with no C's
- Observe appropriate student behavior standards
- Register on time for scheduled events

## STAR READING/ACCELERATED READER

***Due to the temporary closure of the main library during the COVID-19 pandemic, Accelerated Reader will not be required or offered to students during the 2020/2021 school year.***

## FIELD TRIPS

***Please note that this activity is subject to change via new guidelines and current data in regards to COVID-19.***

Field trips are extensions of the curriculum for each grade level. The classroom teacher or administration arranges these trips to enhance the learning opportunities of students. Each trip is scheduled based on its suitability for the class, time frames, bus availability, and supervision needs.

Parent participation as chaperones is encouraged. Teachers and principals will review consideration

for space available at sites, entrance requirements and adult/student ratios.

Parents who wish to chaperone a class should confirm their intent with teachers in advance and successfully complete the Approved Volunteers process.

Parents chaperoning a field trip may not bring other children who are not in the class, as it may pose a distraction to the effectiveness of supervision of students on the trip.

## OUTDOOR EDUCATION CAMPS

***Please note that this activity is subject to change via new guidelines and current data in regards to COVID-19.***

Each year fourth and fifth grade students go to an Outdoor Education Camp. The fee for this camp is the responsibility of the parents. Attendance at Outdoor Education Camp is an extension of the grade level curriculum. Students who do not attend Outdoor Education Camp are considered absent and there is no provision on campus for their care, as all teachers participate in the camp. Parent counselors must successfully complete the Approved Volunteers process.

## MUSIC

Music is an important part of the curriculum of a Christian school. Music is a gift from God and the proper use of music can bring glory to God and enjoyment to mankind. ***Music is integrated within classroom instruction.***

## PHYSICAL EDUCATION

Transitional kindergarten through second grade students participate in fundamental movement instruction and activities for the development of gross motor skills as well as some non-competitive games and sports. Third through fifth grade students are involved in individual training, team sports, and recreational games.

## COMPUTER EDUCATION

***The health and safety of our students is a priority; therefore, the computer lab will be temporarily closed during the 2020/2021 school year due to COVID-19.***

## STUDENT ACTIVITIES (CHEERLEADING AND GYM)

The philosophy of student activities in the elementary school supports the schoolwide philosophy which emphasizes development of the whole child and provides opportunities for students to explore and/or develop in areas that may not have previously been experienced.

Student activities are to nurture students spiritually, socially, physically, emotionally, and intellectually.

Physical activities are open to all students, whether or not they have experience in the sport. Students develop spiritually by sharing their God-given talents with a group or attempting an activity for the first time. Students learn to offer help and encouragement to others, to share in the joy of another's success and to trust God through competitive situations. Social skills are developed through cooperatively contributing to the team, good sportsmanship, self-control, fairness, loyalty, and self-discipline. Students develop emotionally through learning to lose and win gracefully and by maintaining composure in competitive situations. Activities are open to all students. Emphasis is placed on participation rather than individual competition. The program is structured to identify and develop God-given talents and abilities, as well as Christian character qualities.

## AFTER-SCHOOL SPORTS PROGRAM

*Please note that this program is subject to change via new guidelines and current data in regards to COVID-19.*

The DCES After-School Sports Program is designed for our students to learn and participate in team sports while using their talents and abilities for God's glory. Sports opportunities are offered each school year and may include Cross Country, Water Bottle Bat Ball, Volleyball, Soccer, and Basketball for 3rd – 5th graders. Sport clinics are offered to TK-2nd grade in the fall and the spring and may include soccer and kickball. Sportsmanship, self-control, encouragement, kindness, and forgiveness are emphasized as the children have fun learning the skills of the sport. Participation in these sports and clinics requires a fee.

## CLUBS

*Please note that this activity is subject to change via new guidelines and current data in regards to COVID-19.*

Clubs provide opportunities for students to explore, develop, and gain knowledge in areas of which they have an interest. A variety of after-school clubs are offered for the winter season. Clubs are offered on a first-come, first-served basis. Participation in these clubs requires a fee.

## ACSI ACTIVITIES

*Please note that these activities are subject to change via new guidelines and current data in regards to COVID-19.*

The Association of Christian Schools International (ACSI) offers a variety of optional activities for students, such as the Spelling Bee, Speech Meet, and Math Olympics. Involvement in these activities varies according to the annual schedule and location of events. DCES students are selected to participate in these academic and fine arts opportunities.

## ROOM REPRESENTATIVES

There will be an opportunity to sign up at Back-to-School night to be a room *representative and/or classroom helper*. Each elementary teacher has different needs and will share those at Back-to-School night and throughout the school year.

## STANDARDS FOR DRESS

Christian schools have a special responsibility to establish dress standards appropriate for a Christian educational setting. The DCS dress code has been designed to provide for a comfortable, non-distracting, and appropriate environment for students where they can maximize their Christian education.

This dress code remains in effect while students are on any DCS campus, including after school.

The administration reserves the right to make final decisions in all dress code or hairstyle matters. If there is any question whether an item of clothing or hairstyle is appropriate, ask the principal or vice-principal before the item is worn to school.

## DRESS STANDARDS FOR ELEMENTARY STUDENTS

All students must appear neat, well groomed, and modest, meaning that clothes must fit well and not be provocative or revealing. DCS takes the view that sloppy or overly casual dress is not conducive to good work habits.

School pride and honor are something we take seriously. School color and spirit days may be announced and observed on special days. Clothing with logos or names of other schools is not proper dress on our campus.

DCS students who are out of dress code are referred to the office. At the elementary school, one warning is given but in subsequent visits the student may not return to class until the violation is corrected. Parents should have a plan in place to bring clothes to their children for resolving any unexpected needs.

The school dress code is in affect for all school activities including activities that happen during summer.

### Shirts

All students shall wear an authorized DCS logo polo shirt in an appropriate size that meets the following requirements

- Must not fit tightly.
- May not be altered, gathered, or clipped to adjust the length or width.
- May be tucked in or worn out, according to the desire of the student.
- May wear a plain long-sleeved shirt underneath the DCS logo polo shirts.

### Pants

Any type of pants are acceptable that meet the following requirements:

- Must be clean, neat, and properly hemmed.
- Must be worn at the waist.
- Must fit at the waist without the help of a belt.
- May not fit tightly and may not be oversized.
- May not appear excessively faded or worn.
- May not be low-rise style.

- May not be torn, worn longer than the bottom of the shoe, or frayed.
- May not have holes.
- May not include leggings, jeggings, or yoga pants worn as pants.
- May not be flannel pants.
- May not be athletic style (including those made of mesh or nylon-type or fleece lined fabrics).
- May not have snaps or Velcro fastening the side of the leg.
- May not be sweatpants or joggers. Transitional kindergarten, kindergarten, and first grade students may wear sweatpants.

### Shorts

- In transitional kindergarten and kindergarten: are acceptable in modest length and fit.
- In grades first—fifth: must not be shorter than four inches above the knee.
- Are not acceptable in these styles: board shorts, athletic shorts (including those made of fleece lined or mesh fabric), boxer shorts, and spandex/biker shorts.
- Must not be tight fitting.

### Skirts, skorts, and jumpers for girls

- Must not fit tightly.
- Must not be shorter than three inches above the knee.
- Must not have slits that extend more than two inches above the knee while standing.
- May display designs of appropriate subject matter.
- May be worn with tights, leggings, and shorts underneath, but no more than three inches above the top of the knee when standing.
- May be made of denim. Factory frayed denim is acceptable.
- Skorts are permitted.
- Students may wear jumpers with a DCS polo shirt underneath.
- May wear a dress in place of a skirt, but must be covered with a school shirt.

### Outerwear, Sweaters, and Sweatshirts

- May include logos or brands whose image reflects a positive moral tone.
- Logos may include designer brand names, names of colleges, and names of professional sports teams.
- The only outerwear to be worn over a DCS shirt is a coat, jacket, sweatshirt, sweater, or vest.

### Hair

Hairstyles or colors that are out of dress code, as determined by administration, must be corrected before the student may return to school.

- Must be natural and practical. Extreme hairstyles are inappropriate. (Most extreme styles may be avoided by ensuring that length transitions are blended).
- Hair may have no discernible lines other than the parting of the hair.
- Hair may not be cut shorter than a #1 guide.
- Hair length that varies more than 3 inches from the side to the top will be reviewed for being extreme.
- Must be neat, clean, and simple in style.
- Must be kept trimmed, clean, and combed.
- Boy's hair must be a conservative length. A maximum length must not extend to cover more than half the ear and must be off the collar. Hair length in front of the ear must not extend below the same half-way point.
- Boy's hair must be trimmed above the eyebrows.
- Must not be partially or completely shaved.
- Must not be extreme so as to cause a classroom or playground distraction.
- Must not be dyed or streaked in unnatural colors. Natural colors include shades of blond, brown, black, or red, as they would normally grow.
- Must be able to see both eyes at once.
- Examples of unacceptable hairstyles include the following: shaved lines, partial or full shaving of the head, any style that can be associated with practices contrary to the

schools biblical lifestyle standards, bleached or dyed in unnatural colors, or any style that draws attention to it and may cause a distraction in the classroom.

### Shoes

- Must be worn at all times.
- Must be practical and safe.
- Heels may be no higher than 1" (or 1 1/2" for a wedge).
- Only sandals with heel straps are acceptable; beach sandals are not.
- Shoes with wheels are not allowed on campus.
- Military or work boots are not allowed.

### Makeup and skin art (tattoos, decals, or drawings on skin)

- Makeup **and/or nail polish** on boys is not allowed.
- Makeup on elementary students is not allowed.
- ***Fake nails are not allowed.***
- Acquiring any form of skin art (e.g. tattoos, decals, drawings) is not allowed.
- Students are not to draw on themselves or each other.

### General

- Hoods may be worn only when out of doors.
- Jewelry must be kept simple.
- Girl's earrings must not be longer than one inch in length or hoop size.
- Clothes worn under jackets must be in dress code to allow students to respond to temperature changes.
- No skin should be visible between the neckline and bottom of skirt or pants, with the exception of the arms.
- No part of an undergarment should ever be visible.

### The following items or styles are not allowed:

- Jewelry for body piercing may not be visible with the exception of earrings for females. This includes participation in all school activities.

- Earrings are not permitted for boys.
- Accessories or styles that reflect a negative subculture, such as the “heavy metal,” “grunge,” “gang,” or “gothic” look, are not permitted. This is solely at the discretion of an administrator.
- Inappropriate pictures or words are not permitted on clothing worn to school. Teachers, administrators, and staff must easily understand the meaning of words or emblems that appear on clothing.
- Clothing that bears the name or logo of groups and movements that clearly oppose Christian principles are not to be worn to school.
- Clothing with advertising is not appropriate on campus or at school-sponsored activities.
- Clothing or hairstyle that is meant to intimidate, exclude, or separate (as determined by administration) must not be worn.
- Athletic wear, such as shorts, jerseys, sweat pants, warm-ups, and jogging suits may not be worn.
- Oversized clothing.
- Military fatigues, trench coats, and surgical wear.
- Company uniforms.
- Items with a skull or bones.
- Items bearing a Confederate flag.
- Clothing worn tight to the body.
- Student lunch boxes, backpacks, notebooks, or clothing must not display the following: Power Rangers, Simpsons, South Park, Pokemon, Harry Potter, Family Guy, Twilight, Monster High, Bratz, Freddy Fazbear, or unwholesome characters or logos.

### **DRESS-DOWN GUIDELINES**

Please follow the guidelines in this section for dress-down days. All other dress code rules still apply.

If you have specific questions about what may be worn on dress-down days, call the school office before the clothing in question is worn. Students

may receive Dress Code Violation Notices on dress-down days.

- Athletic wear, such as athletic shorts, jerseys, sweatpants, warm-ups, and jogging suits are not allowed.
- Logos may include designer brand names, names of colleges, and names of professional athletic teams.

#### Dress Down Shirts

- Shirts other than DCS polo shirts are allowed.
- Non-revealing, modest shirts will be deemed appropriate.
- On certain days, a school shirt in school colors or spirit theme will be required to dress down.
- Any logos, emblems, words, or phrases on shirts or clothing must be clearly appropriate for a Christian environment.
- No spaghetti straps of any kind are acceptable.

#### Dress Down Shorts

- Regular style walking shorts that are at least as long as mid-thigh are allowed. The spirit of the rule is to be “closer to the knee than not.”
- Tight fitting or baggy shorts are not allowed.
- Cut-off shorts are not allowed.

## Desert Christian Elementary School Curriculum Overview

**LANGUAGE ARTS** Bob Jones University Language arts curriculum completely addresses the five key areas of reading for students in transitional kindergarten through fifth grade. Students will be instructed in phonemic awareness; systematic, explicit phonics; fluency, vocabulary, and comprehension. Students will also be instructed in writing, grammar, handwriting, spelling, inquiry and higher order thinking. BJU offers academic rigor (clear explanation of concepts, comprehension questions, skill-building problems, hands-on activities), biblical worldview shaping (textbooks written with the ultimate goal of training each child to think about the world the way God does), technology solutions (comprehensive suite of technology support for teachers and students), compliance with standards (national and state), dependable content (authors are experts in their field), and excellence for each student (textbooks are adaptable for different learning styles and challenges).

**MATH** *Students in TK – grade 5 utilize McGraw-Hill My Math. The goal of this curriculum is to “maximize every learning moment.” The McGraw-Hill My Math Learning Solution provides an easy and flexible way to diagnose and fill gaps in understanding so that all students can meet grade-level expectations and accelerate beyond: strong, equitable core instruction with actionable data, best-in-class resources and targeted instructional strategies, and personalized, student-driven learning.*

**SCIENCE** Elementary students learn the plan of God as it is revealed in His orderly creation. The curriculum provides a solid foundation in science that is soundly based on the Word of God and Christian principles.

**SOCIAL STUDIES** Students in grades kindergarten through fifth receive instruction from the Bob Jones University Press Heritage Studies which makes history and other social studies topics meaningful and relevant by making them active by allowing students to interact with the material they are learning. Students have the opportunity to study the lives of historical figures and learn how they either failed or succeeded in following God’s standards. In addition, students are also given opportunities to evaluate concepts, such as cultural values, economic issues, and governmental systems in the light of Scripture. The BJU Press Heritage Studies program is written from a conservative evangelical perspective that avoids extremes and seeks to present history in a balanced manner, challenging students to think for themselves and giving them the skills and knowledge they need to make good decisions in their homes and communities.

**BIBLE** Students in TK/kindergarten are taught from ACSI curriculum entitled *God and Me*. Students in grades first through fifth are taught from curriculum published by Bob Jones University Press. Our entire Bible curriculum emphasizes learning key Bible principles and personal application. Students also memorize weekly Bible verses.

**PHYSICAL EDUCATION** Physical fitness development includes: health, muscle strength, endurance, power, agility, speed, coordination, reaction and balance, motor skills, rhythmic activities, games and sports, including modified games which lead up to individual, team, and recreational games and team sports.