

Dear Parents and Students:

We believe (1) that Christ must be placed first in the Christian school, (2) that Christian education must be a conviction, and (3) that adults must make sacrifices to insure the success of children.

First, in Colossians 1:18, we read that Christ is to have the preeminence in all things. How important it is then that Northside Christian School be a Christ-centered school. While academics, sports, and fine arts are important elements in a well-rounded educational program, if Christ fails to have preeminence, the school will lose its effectiveness and will ultimately fail. Please help us keep the Lord first in all things at Northside.

Second, most people realize the importance of Christian education, but, unfortunately, Christian education for some is just an alternative, not a conviction. We trust that for you Christian education is a strong conviction. "...all thy children shall be taught of the Lord..." Isaiah 54:13.

Finally, Christian education requires sacrifice. Financially, it is a sacrifice on the part of many to send their young people to Northside Christian School. Attending conferences, supervising homework, transporting children to and from school and other school-related events also require a significant sacrifice of time. Careful consideration, however, reveals that the classroom teacher bears a disproportionately large burden, both in time and money, in making quality Christian schools available to parents and students. Expressions of kindness and gratitude are always appropriate and deeply appreciated.

We covet your support for our school, especially in time and prayer. God will richly reward you throughout life and for all eternity.

*Only one life, 'twill soon be past;
Only what's done for Christ will last.*

Pastor Dr. John Stevens
AdministratorDr. I. Cecil Beach
Secondary PrincipalMr. Mark W. Woodhall
Elementary PrincipalMr. Brian H. Washburn
Music Director..... Mr. David Bates
Athletic Director..... Mr. Dan Smith
Child Care DirectorMrs. Angie Smith

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STATEMENT OF FAITH - NORTHSIDE CHRISTIAN SCHOOL

- I. We believe that the Scriptures of the Old and New Testaments are plenary and verbally inspired by God and that they are the supreme and final authority in all matters of faith and practice. *The King James Version of the Bible is the only translation used in the school.*
- II. We believe in one Triune God, eternally existing in three Persons--Father, Son, and Holy Spirit -- having the same attributes and perfections.
- III. We believe that God the Father is perfect in holiness, infinite in wisdom, and measureless in power.
- IV. We believe in the absolute Deity of the Lord Jesus Christ; His incarnation by means of the virgin birth; His sinlessness; and His vicarious death as an atonement for our sin.
- V. We believe that the Holy Spirit is a Divine Person, equal with the Father and Son and of the same nature; that He is the Agent of the New Birth, and that He indwells every believer.
- VI. We believe that the Godhead created the heavens (the universe) and the earth, including all life, each after its own species, by direct act and not by a process of evolution.
- VII. We believe that man, in the person of the first Adam, was created in the image of God in innocence, and that by reason of his voluntary sin, he fell from his innocent state; that as a result all human beings are born with a sinful nature.
- VIII. We believe that sanctification for the believer is immediate upon acceptance of Christ as Savior, is progressive in the hearts and lives of believers through the presence and power of the Holy Spirit, and will be completed when we see Him. Ephesians 4:11-16
- IX. We believe that the church exists in two aspects:
 - First, it is an organism and is composed of all true believers in Jesus Christ as Savior.
 - Second, it is an organization composed of regenerated, immersed believers, voluntarily united for the purpose of worship, edification, observance of the ordinances, fellowship, and the establishment of Christian education and service.

- X. We believe that Scriptural baptism is the immersion of a believer in water, setting forth, in symbol, his union with Christ in His death, burial, and resurrection, and that the Lord's Supper is a commemoration of the Lord's death until He comes again.
- XI. We believe in the literal, bodily, personal, pre-millennial, and imminent coming of our Lord.
- XII. We believe that civil government is of divine appointment, for the interest and good order of human society; and that those in authority are to be prayed for, conscientiously honored and obeyed, except only in things opposed to the direct and revealed will of our Lord Jesus Christ.

These excerpts are taken from the Constitution of Northside Baptist Church, which contains the complete statement.

Northside Christian School has an open admissions policy with regard to sex, race, color, and national origin, and no discrimination is permitted against any student by virtue of sex, race, color, or national origin.

GRADE LEVEL NOMENCLATURE

Kindergarten	Ages 3,4,5 by September 1	
Elementary	Grades 1-6	
	Primary grades	Grades 1-3
	Upper Elementary	Grades 4-6
Secondary	Grades 7-12	
	Junior High	Grades 7,8
	Senior High	Grades 9-12
	Underclassmen	Grades 9,10
	Freshmen	Grade 9
	Sophomores	Grade 10
	Upperclassmen	Grades 11,12
	Juniors	Grade 11
Seniors	Grade 12	

INTRODUCTION

FOREWORD

You have chosen Northside Christian School as a major component in assisting you in your God-given responsibility for the Christian education of your children. The heart of the school is a Christian philosophy of education, a Christian faculty, a Christian curriculum, and a predominantly Christian student body. It is understood that attendance at Northside Christian School is a privilege and not a right. This privilege may be forfeited by any student who does not conform to the standards and regulations of the institution. NCS may request the withdrawal of students who, in the opinion of the school, do not fit into the spirit of the institution, regardless of whether or not they conform to specific rules and regulations.

HISTORY OF NORTHSIDE CHRISTIAN SCHOOL

Northside Christian School was founded in 1975 as a ministry of Northside Baptist Church. The Lord's blessing upon the school is evidenced by its growth from that five-year-old kindergarten to its present fully developed academic, fine arts, and sports offerings for three-year kindergarten through high school seniors.

PURPOSE OF NORTHSIDE CHRISTIAN SCHOOL

Although the school is a ministry of the church, it is an extension of the home. The purpose of the school is to assist parents in the training of their children to love and to serve the Lord Jesus Christ.

PHILOSOPHY OF CHRISTIAN EDUCATION

Parents are responsible to God for the training of their children, so they build unique networks of selected individuals to assist and support them in this weighty endeavor. The unique role of the school is the provision of academic instruction, complemented by training in the fine arts and athletics.

An effective Christian school chooses exemplary Christians with appropriate academic credentials for its faculty, selects Biblically supportive or at least compatible curricular materials, and admits young people who desire its program. Continual evaluation of these three components insures parents that their children are receiving the complete and balanced Christian education they deserve.

NCS has prepared special Blue Papers with a statement of philosophy for each academic discipline. You may ask for copies of these in the School Office.

ACCREDITATION

Northside Christian School is accredited by the South Carolina Association of Christian Schools. Teachers are certified by SCACS or other recognized agencies.

GOALS IN CHRISTIAN EDUCATION

Spiritual goals

1. To lead each unsaved student to trust Christ as his personal Savior and then to follow Christ as Lord of his life.
2. To instill in each student a love for God and a personal sense of responsibility to be all He wants him to be.
3. To direct each student in the process of developing Christ-like character and actions.
4. To instill in each student love and honor for home and parents. Eph. 6:1,2
5. To prepare each student to be successful as measured by God's standards, not the world's.
6. To prepare each student for spiritual leadership in the home, church, school, community, state, nation, and the world.
7. To teach each student to take responsibility for his actions, words, and choices.

Personal goals

1. To develop each student's sense of responsibility as a Christian citizen.
2. To develop within each student a Christian world view and a Christian philosophy of life.
3. To provide each student opportunities to develop an understanding of and appreciation for the arts, as well as contributing to them.
4. To offer opportunities to participate in wholesome forms of recreation and social activities.

Vocational goals

1. To provide each student opportunities for developing learning skills necessary for success in higher education and the life work to which God calls him.
2. To offer each student an instructional program that is centered on God's Word and which meets his academic needs.
3. To teach each student the thinking skills that will enable him to meet intellectual challenges.
4. To motivate each student to master the tools of learning and communication.
5. To encourage each student to plan on vocational Christian service unless God should clearly lead otherwise.

SUGGESTIONS/CONSTRUCTIVE CRITICISM

There are many areas in which we seek to improve the program offered at Northside Christian School. Suggestions and constructive criticism are welcomed. These should be directed to the persons authorized to take action regarding the proposals.

Always give the teacher the opportunity to hear opinions regarding classroom instruction, student discipline, or homework, to give just a few common examples. Going to the principal or Administrator bypasses the very person who can best implement the ideas.

If the subject has to do with curriculum, for example, make an appointment with the appropriate principal. If the Annual Calendar or financial policies are the issue, see the Administrator. Try to determine who is responsible for the area in question and hold conversations with that person. This gets the best results and saves the most time.

GRIEVANCE PROCEDURE

Although the governance of Northside Christian School rests ultimately in the voting membership of Northside Baptist Church, it is vested in the Board of Deacons, which approves Pastor's hiring of an Educational Administrator to operate the school on a daily basis. Division principals and Athletic and Fine Arts Directors report to him. Faculty report to their respective principals, and the school staff report to the Administrator. Since many grievances and complaints can be resolved at the lower level of authority, the following guidelines, based on Matthew 18:15-17, provide the procedural framework.

Student and parental grievances and complaints should be addressed primarily to the teacher. Most problems are handled at this level since these are the parties with the most direct and complete information. If this fails, the principal may offer acceptable alternatives. In rare cases, the difficulty may require the Administrator's involvement. If these levels have been exhausted, the grievance/complaint can be reported to the Deacons. If so, the Administrator shall schedule a meeting in which the aggrieved parents may present their concerns. This policy is in no way intended to inhibit constructive criticism, which is welcomed. It is designed, however, to insure that the aggrieved persons appeal to the proper authority so that an impartial solution may be attained before emotions rise and gossip and slander ensue.

Each person in authority should insure that persons wishing to air grievances with him have followed the procedure outlined above. Hearing complaints before the lower levels have been utilized undermines one's own authority and integrity and renders the procedure ineffective to accomplish the purpose for which it exists.

FACILITIES

A. Church Building (100)

This building contains the main Church Auditorium, Church Bookstore, Church Offices, School Office, Financial Administrator's office, and the Child Care Center.

B. Elementary School Building (200-300)

This building contains the Elementary Principal's office, classrooms for Kindergarten and Elementary, a computer lab, a music theory room, and the Passport Learning Center.

C. Garth Sibert Family Life Center (400-500)

This building contains a regulation size gymnasium, locker rooms, a kitchen, the Fireside Room, classrooms, a fully equipped science lab, a spacious choir/band room, and private music studios.

D. Secondary School Building (600)

This building contains the Secondary Principal's office, the Senior Store, the Library, and nine classrooms.

E. Chapel

The Chapel building contains the Junior High room, the Teen Center, restrooms, and the Chapel, which is used for Sunday School, auditorium overflow, receptions, etc.

F. Grounds

The grounds include playground areas designed for age appropriate activities, soccer field, and a baseball/softball complex.

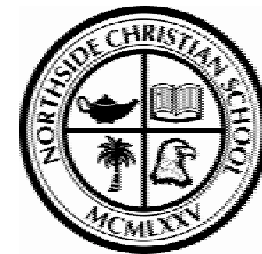
SCHOOL VERSE

But they that wait upon the Lord shall renew their strength; they shall mount up with wings as eagles; they shall run, and not be weary; and they shall walk, and not faint. Isaiah 40.31

School Colors

Blue and Gold

School Seal



School Mascot

Eagle

SCHOOL HYMN

"Hail Old Northside"

Lifted high upon a hilltop
Stands old Northside School.
Let us also stand like Northside
Under Christ's sweet rule.

Hail old Northside! May we ever
Let our voices ring.
"Northside Christian, Northside Christian"
Let us ever sing.

Let us now be moving upward
Ever strive and work;
'Til our day of graduation
Duties never shirk.

Chorus

Even parted still together
One strong spirit we;
Northside sisters, Northside brothers
We will ever be.

Chorus

Text: Millard English
Music: Traditional

ACADEMIC INFORMATION

CURRICULUM

The administration and faculty determine the course content of all subjects taught at NCS. They then select appropriate materials to support the academic goals. Since these are under continual revision, grade-level handouts with specific information are available in the office. Secondary course syllabi are distributed at Open House.

KINDERGARTEN GRADING SCALE

O – Outstanding
S – Satisfactory

N – Needs improvement
U – Unsatisfactory

ELEMENTARY/SECONDARY GRADING SCALE

A+ 99-100	B+ 91-92	C+ 83-84	D+ 75-76	F 0-69
A 95-98	B 87-90	C 79-82	D 72-74	I Incomplete
A- 93-94	B- 85-86	C- 77-78	D- 70-71	

CONDUCT/WORK HABITS GRADING KEY

The conduct grade is indicated by the O-S-N-U scale to reflect attitude and conduct for each subject. A separate grade on this scale evaluates his academic work habits. These grades communicate important information on the report card.

O – Outstanding – indicates that the student is doing above and beyond the work required, has an exceptionally cooperative attitude, and behaves in accordance with the rules of the classroom.

S – Satisfactory--indicates that the student is doing satisfactory work, has a positive attitude, and is no particular discipline problem in the classroom.

N – Needs Improvement--indicates that the student is not working up to his ability, is inconsistent in attitude, effort, or conduct.

U – Unsatisfactory--indicates that the student's effort, attitude, and behavior are unacceptable.

REPORTING TO PARENTS

Deficiency reports may be issued at any time the teacher feels parental involvement is needed to insure academic success. Progress Reports are prepared for each student and are issued on Wednesday at the mid-point of each nine-weeks' grading period. Quarterly Report Cards are sent home on Wednesday after the end of the first three grading periods and on the last day of school.

INFODIRECT

Every student is subscribed to InfoDirect. This computer-based program allows parents to see the school schedule, the daily menu, sports schedules and driving directions, and the financial statement. They may see every grade for each child in the family the morning after the teacher posts it to the gradebook, and homework assignments may be reviewed.

ACHIEVEMENT TESTING

Each spring a standardized achievement test is administered to each student in K-5 through grade 12. The tests are scored electronically. When we receive the results, we attach an explanatory cover letter and send the packet home. The principals are pleased to make appointments to discuss the results.

HONOR ROLL

Each nine-weeks' grading period Northside Christian School publishes an Honor Roll of students whose academic work is outstanding.

Elementary Honor Rolls

All "A" Honor Roll

All "A-B" Honor Roll

Music, PE, art, computer, and handwriting grades are not used in this calculation.

Secondary Honor Rolls

Secondary students do not qualify for Honor Roll if any report card grade for the marking period is below C-, regardless of the academic average, if there is an incomplete at the time of Honor Roll computation, or if the student has 25 demerits or more. Only academic courses are used in computing the Honor Roll and grade point average (GPA).

GRADE POINT AVERAGE

The Uniform Grading Policy (UGP) assigns a specific Grade Point Equivalent (GPE) for every numerical score from 63-100. Honors courses are weighted by adding 0.50 to the GPE on the College Preparatory Scale, and 1.00 for Advanced Placement (AP) courses. The GPA is the GPE total divided by credits attempted.

<u>Letter Grade</u>	<u>Percentage</u>	<u>College Prep</u>	<u>Honors</u>
A	93-100	4.00-4.87	4.50-5.37
B	85-92	3.00-3.87	3.50-4.37
C	77-84	2.00-2.87	2.50-3.37
D	70-76	1.00-1.86	1.50-2.36
F	63-69	0.12-0.87	0.62-1.37
F	0-62	0.00	0.00

PROMOTION: ELEMENTARY AND JUNIOR HIGH

A student in grades 1-3 who earns an F in math or reading, or a D in both as a final average for the year, will not be promoted to the next grade.

A student in grades 4-6 must pass both English and math for the year in order to be promoted to the next grade.

A Junior High student must pass both English and math for the year in order to be promoted to the next grade.

ACADEMIC PROBATION

Students who are not promoted are placed on Academic Probation. Students who fail to be promoted twice (grades 1-8) or who fall two years behind their class (9-12) must withdraw from NCS.

BIBLE PROBATION

Students must pass Bible every year they are enrolled at Northside. Failing Bible results in probation. Students must pass Bible the first quarter of the probationary year or they must withdraw. Also, they must pass the course for the year or they cannot re-enroll.

FIFTH QUARTER

NCS operates an individualized instructional program in the summer for students who failed a subject, who need review of a subject, or who face scheduling conflicts. The total hours meet state standards. Required courses may not be taken in advance. Fifth Quarter grades do not qualify a student for athletics. The final grade is added to the transcript as a new course. The office has program details.

CLASS STANDING

Students in grades 9-12 are placed in proper class levels according to the following scale of earned credits:

Freshman	Ninth	= 0.00- 6.00
Sophomore	Tenth	= 6.25- 12.00
Junior	Eleventh	= 12.25-18.00
Senior	Twelfth	= 18.25-24.00

HIGH SCHOOL COURSE CODES - GRADES 9-12

The coding system listed below is used to compute grade point average (GPA) and establish rank in class. Only academic subjects are considered when making these calculations.

College Preparatory	Honors	Advanced Placement
English I	English I H	
English II	American Literature	
English III	British Literature	
English IV		
Speech		
Physical Science		
Biology	Anatomy	
Chemistry	Physics	
Algebra I		
Geometry		
Algebra II		
Advanced Math		AP Calculus
Geography		
World History		
21 st Century (Elective)		
U.S. History		
Government/Economics		
Spanish I, Spanish II	Spanish III	
Accounting		
Word Processing		
Computer Science		

Non-academic required

Bible – each year enrolled at NCS

7 – Life of Christ

8 – Christian Growth

9 – The Early Church

Physical Education – one credit

10 – Old Testament Survey

11 – Bible Doctrines

12 – Christian Living

Non-academic elective

Band, Choir, Yearbook, Forensics, Driver's Education, Website Staff

HOLDING AN OFFICE

Only students with at least a 2.00 average, no F's, and at least a C- in Bible will be eligible to serve as class officers or officers in any official school organization. Students qualify on the basis of the most recent semester grades at Northside Christian School. This means that only those students who have completed at least one semester at the school are eligible. The accumulation of 25 demerits immediately disqualifies a student from holding office.

HIGH SCHOOL DIPLOMA

Students must earn 24 credits, most in specified courses, the balance in electives. Students should plan schedules carefully with the Secondary Principal, considering the specific requirements for the program they plan to pursue in the institution of their choice.

GRADUATION REQUIREMENTS

Students in grades 9-12 earn credits toward graduation based on the following criteria:

- a. Credits are computed on the basis of the final grade for the semester or year, depending on the length of the course.
- b. Passing a course which meets five days per week per year for a full period earns 1.0 credit. Courses which meet fewer than five times per week per year earn 0.5 credit. Passing a course which meets five days per week for a semester earns 0.5 credit.
- c. Credits earned will be indicated on the student's report card for the final marking period.
- d. At least four academic subjects must be taken each year for four years.
- e. Any student who fails to complete a course will have recorded in his permanent record a WP (withdrew passing) or WF (withdrew failing) if it is allowed during the first nine weeks. Academic courses may not be dropped after the end of First Quarter.
- f. We recommend that students have an ACT or SAT score on their permanent record.
- g. Students who lack two or more credits may not march in Commencement.
- h. Transcripts are issued on the UGP or on the traditional 4.0 scales only.

ADMISSION/WITHDRAWAL

ADMISSION

Students must be six before September 1 in order to enroll in first grade. Kindergarten children must also meet the corresponding birth date requirement.

Parents who wish to re-enroll students submit a Reservation Fee in February. Any unreserved spaces are made available to the public in March. The Registration Fee is due in June. Students are admitted according to merit, not on a first-come, first-served basis. Students who have been expelled from school less than one semester or who have been retained in more than one grade are not eligible for enrollment.

Each new family must meet with the appropriate principal for an interview. The student must be present. New students in grades 1-12 must present acceptable scores on a standardized test such as Stanford 10.

The academic program of the school is designed for average and above average students. Regrettably, NCS is not able to provide effective programs for mentally or emotionally handicapped children, those with serious behavioral problems, children with severe academic deficiencies, or those with severe learning disabilities. Young people who are pregnant, married, or who have parented children are not admitted to NCS.

Please bring to the interview a completed Application, SC Immunization form DHEC 1148, a copy of the Birth Certificate, and the Reservation Fee. Parents are required to sign the *Statement of Cooperation* that appears on the back of the application.

WITHDRAWAL

If a parent decides to remove a student from school permanently, he must do so in the School Office. Transcripts cannot be released until the parent signs the appropriate forms and returns all books and materials. Charges will continue until this is done. A penalty of five-days' tuition is added to the final amount due.

ANNOUNCEMENTS

General announcements are made over the Northside computer network, on the Daily Absentee Report, and, if necessary, on the PA system. Testing dates, sports schedules, Honor Roll, and other matters of importance to our Secondary students are posted on the bulletin board. Announcements are also made in Chapel. Students are not to tamper with the posted material on school bulletin boards and may not post announcements without first having them initialed and dated by the principal. Parents receive a monthly letter, calendar, and menu by mail. This information is also available on the website.

ARRIVAL/LEAVING EARLY/DISMISSAL

Your cooperation is required to help us protect your child from injury associated with coming to and leaving the school grounds. Cars are not to be left running at any time. Cars are to stay in marked lanes. **Parents may park in the marked spaces or they may drop off students in the two middle lanes.** Parents are encouraged to park in the lower parking lot and then walk to where students are waiting in order to pick up or drop off a child. Kindergarten and Elementary children will not be dismissed to walk to the parking lot. Please observe all NO PARKING signs. The speed limit on school property is 10 MPH and drivers are expected to stop for all stop signs.

ARRIVAL

Teachers will be on duty in the classroom at 7:40 each school day. Students in K3-2nd grade who arrive earlier than this report to the Child Care Center. Those in 3-12 report to the gymnasium. Upon arrival at school, students are to report immediately to the supervised area.

LEAVING EARLY

On days that students must leave school early, a note stating the reason is to be written by the parent and forwarded to the office for inclusion in the Daily Absentee Report. The parent is to come to the office and sign him out there. Leaving before or arriving after 11:30 AM constitutes an absence. Students who drive to school must have written permission and must sign out in the school office if they leave early. Students are to leave campus promptly after signing out. Students may not drive off campus for lunch. Upperclassmen may leave after their last class by providing a written, blanket permission for the year.

DISMISSAL

Half-day Kindergarten students may be picked up at 11:15. Students in grades 1-3 are dismissed at 2:50; grades 4-6 at 3:00; grades 7-12 at 3:10. Traffic runs most smoothly when parents arrive at the dismissal time of the oldest student they pick up. If they arrive earlier, they have to wait on that student and all cars behind cannot pick up the younger children. However, if it is convenient to arrive earlier, simply park in the lower lots and walk to the canopy and escort the children to the car. This proves to be the quickest way to handle dismissal.

Kindergarten students not picked up by 11:30 and Elementary students still on campus at 3:30 are admitted to Child Care and billed accordingly. Secondary students report to the Library, where a supervisory teacher is on duty. Parents pay according to the periodic billing.

Elementary students must be with an adult if they attend a home ball game. Supervision is not provided after dismissal for students who wish to attend an afternoon game. All students wishing to attend such games must leave with their carpool ride or report to Child Care. They may later return to attend the game under proper supervision.

ATHLETICS/CHEERLEADING

Four primary purposes for athletic activity deserve thoughtful consideration:

1. To show effective testimony of a changed life.
2. To promote healthy competition and school spirit.
3. To provide for rigorous exercise of the body.
4. To enjoy fellowship with athletes from other Christian schools.

Athletes are going to be leaders because of society's emphasis on athletics. Therefore, the school expects its athletes to be leaders in a positive way: spiritually, academically, and in conduct.

In order for a student to be eligible for a Northside Christian School team, he must have at least a C- in Bible, no F's, and fewer than 25 demerits in the qualifying period. Any student who receives an incomplete on a report card must adhere to the make-up schedule the teacher establishes in order to compete in any athletic event. The basis for the grade eligibility is the most recent nine-weeks' grades. An athlete who becomes ineligible at the end of a grading period may be reinstated when Progress Reports are issued for the following grading period if his grades and demerits meet the eligibility requirements. All prospective athletes must also receive a satisfactory evaluation from the faculty regarding their conduct and attitude.

The Principal will suspend or permanently remove a player or cheerleader from any team if that student's conduct, sportsmanship, or attitude makes him or her a poor testimony.

Christian Winner's Creed

I believe that a true winner always does his best, never to the glory of self, but always to the glory of God. With the Lord's help, I will strive to be a true winner today.

A HANDBOOK FOR CHRISTIAN ATHLETES is given to each athlete before the season begins. Three statements must be signed and medical information provided.

SPECTATOR CONDUCT AT SPORTING EVENTS

Northside teaches students that every Christian is to identify the authority over him in each activity of life and then to submit himself joyfully to that authority, as is clearly taught in Romans 13:1-7, Hebrews 13:17, 1 Peter 2:13-17, etc. Parents, youth pastors, school teachers, police officers, and coaches are just a few. In sporting events, we are to submit to the officials as unto the Lord.

Neither coaches, players, spectators, school employees, nor anyone else should boo an official's call. No one should yell at him or attempt to talk to him during the contest. Not only is such conduct unchristian, but it can be counterproductive.

Also, we ask that spectators allow the coaches to do their jobs without interference. They should not yell at or talk to the coach during the game or approach him at halftime or immediately after the game. Our coaches are Christian ladies and gentlemen and are more than pleased to discuss their decisions with anyone who comes with the right spirit at an appropriate time.

Finally, we ask that spectators allow the players to do their jobs without interference or distraction. Spectators should not try to coach players during games since this undermines the coach's authority, distracts the players, and destroys the unity of the team.

Spectators who violate these standards may be asked to leave the field or gymnasium.

ATTENDANCE/TARDINESS

In order to gain the most from school, each student must be regular in attendance. To receive credit for the school year students must attend 170 of the 180 school days per year. Lawful absences (listed below) do not count against the 10 parent-discretion absences, which are termed unlawful absences. **Since NCS does not have a program for homebound instruction, students who are absent 45 or more times in a year will be retained in the grade or course.**

LAWFUL ABSENCES

1. Doctor-excused absences.
2. Severe illness or death in the immediate family.
3. Participation in an approved school activity.
4. Approval by the administration; e.g., for severe weather.
5. Tardy or demerit suspensions.

UNLAWFUL ABSENCES

All other absences, such as illness without a doctor's excuse, count against the 10 unlawful absences. In the High School, this law applies to each course rather than to the day as a whole. A note explaining the reason for the absence should be written by the parent and sent to the teacher, who forwards it to the office for filing in the student's attendance record. All absences are initially entered as unlawful and are changed to lawful absences when supporting documentation is supplied.

NOTE: MORE THAN TEN UNLAWFUL ABSENCES RESULT IN AUTOMATIC RETENTION BY SOUTH CAROLINA LAW.

It is the student's responsibility to see that work is made up as soon as possible. Teachers set the deadline. Absences do not exempt students from work assigned before the absence that is due after the absence. For example, a spelling quiz is assigned at the beginning of the week for Friday. The student is absent on Thursday. Since he was present when the assignment was given, he will not be exempt from the quiz. He is still responsible for the assignment unless arrangements are made with the classroom teacher.

Students who are unlawfully absent may not participate in after-school activities that day: ball games, concerts, plays, banquets, etc.

TARDINESS

The Homeroom teacher will count students tardy if they are not in their seats when the bell begins to ring at 8:00 AM. The office will excuse all tardies if many students arrive late. Tardy students in K-6 should go directly to their homeroom until 8:30; those in 7-12, until 8:05. After these times, they should report to the office so that the staff may update the report the homeroom teacher has already submitted.

NOTE: MORE THAN TEN TARDIES IN A NINE-WEEKS' GRADING PERIOD RESULT IN A ONE-DAY SUSPENSION.

The total of 10 (more than one per week) allows for unavoidable delays caused by flat tires, heavy traffic, and other unexpected problems. Arriving late after medical appointments is not recorded as tardiness.

Chronic tardiness generally results in poor academic performance and always disturbs the class. It may become grounds for non-readmission.

AUTOMOBILES/STUDENT DRIVERS

Students who drive to school must obtain permission from the Secondary Principal in advance. Driving to school is a privilege which may be revoked at any time that the student demonstrates an unwillingness to assume the responsibility of handling his vehicle properly. Demerits may be given for unsafe driving. Driving which endangers the safety of children will result in immediate loss of driving privileges.

1. All student-driven cars are to be registered with the Secondary Principal.
2. Students will be given assigned places to park, and the cars are not to be moved until the students leave for the day.
3. Cars are to be locked while parked on the school grounds. They are not to be occupied during school hours. As soon as students arrive at school, all riders must leave the car and go to the designated supervised area. Students are not to go to their cars during the school day unless they have a written pass from the Secondary Principal.
4. Each driver is to demonstrate courteous driving habits.
5. The administration may search student vehicles at any time.

BOOKS/WORKBOOKS

Textbooks are supplied by the school for a nominal rental fee. Since they belong to the school, hardback texts are to have bookcovers for protection so that their useful life may be extended. Softback texts should be protected with contact paper. Consumable workbooks are purchased before the first day of school and belong to the student. They need not be covered. Lost books may be replaced by making payment in the office.

CHAPEL

Upper Elementary Chapel is held on Monday morning, Lower Elementary chapel is held on Friday morning, and Secondary Chapel is held on Monday and Friday mornings. The Pastor, Assistant Pastor, Youth Pastor, Administrator, and principals are the primary speakers. Visiting Bible teachers, missionaries, and evangelists are invited guest speakers. Since the goal of Christian education is to produce students who live in a Christ-like manner, these Chapels call for decisions regarding Biblical truth presented in class and in Chapel. We have special meetings for Secondary students as we are able to schedule them.

CHILD CARE

Early Arrival care is available for students who must arrive before 7:30 AM. The center opens at 6:30. Late Stay care is available for kindergarten youngsters who cannot be picked up by 11:30, and for Elementary children who are still on campus at 3:30. Secondary students still on campus at 3:30 report to the Library. The Center closes at 6:30 PM. The school also operates an excellent Summer Day Camp program. The office can provide detailed information on Child Care.

CONDUCT AND DISCIPLINE

PURPOSE AND PHILOSOPHY OF DISCIPLINE

The purpose of discipline at Northside Christian School is to guide students in the paths of righteousness through Biblical correction and to create a classroom and school environment in which learning can take place. The result we seek through prayer, counseling, and consistent, loving correction and discipline is a change in thinking, attitude, action, and word.

The behavior of students in the classroom and school is crucial because, without an orderly atmosphere, very little teaching or learning can occur. Without the discipline, NCS would become neither a Christian nor an academic institution. It would not be the kind of school you would want your children to attend.

A well-disciplined life is an effective and productive life. That which is presented here is not designed to make life unpleasant, but rather to direct and enrich it, with a genuine concern for the development of character and Christian witness. If it is the student's desire to be a disciple and servant of Jesus Christ, "thoroughly furnished unto all good works," the discipline will be appreciated. Any time a student or parent would like an explanation of a rule, he will find the teacher, principal, or Administrator eager to sit down and go into the matter fully.

CONDUCT IN THE FACILITIES

Staff should model and encourage exemplary conduct in the facilities, and they should recognize and honor it in their students. Disorderly conduct (goofing off, horseplay, disruptive talking, shouting, squealing, loud whistling, etc.) is inappropriate behavior and can lead to personal injury, blemished testimonies, and destruction of property. Therefore, it is not tolerated.

Classrooms

1. Students are to be in their seats when the tardy bell rings.
2. Students are to remain in their seats during class unless instructed otherwise by the teacher. Students are dismissed by the teacher, not the bell; they are to be courteous and attentive until the teacher dismisses them (applies to chapel).
3. Students are not to talk during class except when called upon by the teacher. All students are to address adults as Mr., Mrs., or Miss, never by their first name. Out of respect for the administration and faculty, we ask the parents to set the example in this regard when speaking to or about the school personnel.
4. Students are to respond to any staff person by answering "Yes ma'am," "No sir," etc., and by asking "Ma'am?," "Sir?," or "Pardon?," not "What?."
5. Students are to refrain from turning around in their seats and disturbing their classmates.

6. Students are expected to maintain correct posture in class; no slouching..
7. Students are expected to be adequately provisioned for each class with pencil, pen, notebook, textbook, and any other items required by the teacher.
8. Elementary homework is usually checked at the beginning of the school day. Secondary homework is due at the beginning of the class period for which the work was assigned.

Obedience to these and other classroom rules and procedures contributes to the maintenance of an orderly classroom.

Hall

The following rules are to be observed:

1. No running at any time.
2. Keep to the right; allow others to pass.
3. Keep hands and feet off the walls.
4. Elementary students move in straight lines.
5. Secondary students are not to be in the Elementary wing without permission.
6. Secondary students are to cease talking upon entering the Elementary building.
7. Students are not to be in the halls or restrooms during class periods without a pass. Students are not allowed to use the restrooms during a class, except in cases of emergency. There is ample time between classes, at scheduled restroom breaks, and during lunch.
8. Dating couples may not stop to socialize in the halls.

Gymnasium

In order to insure that the gymnasium is properly cared for, that all spectators and players have an enjoyable time, and that the Lord Jesus Christ is honored, we ask everyone, including visitors, to observe the following rules:

1. Please do not smoke or use vulgarity or profanity.
2. Please do not boo, hiss, or display other disrespectful attitudes.
SHOW GOOD SPORTSMANSHIP!
3. Please do not speak to or contact officials during contests.
4. The dress standard for student spectators, home or away, afternoon or night, weekday or weekend, is always school dress.
5. Please remain in the gym after entering.
6. Please keep the gym clean and neat. Discard all trash in receptacles.
7. Please do not stand or sit directly behind the backboard area.
8. Spectators whose shoes leave black marks should avoid the playing surface.

Loitering and off limits

Loitering anywhere on school property is not allowed. Couples are never to be unchaperoned in the school or on the grounds.

The following areas are considered off limits to all students:

1. Unsupervised motor vehicles.
2. The parking lot during school hours or after sign out.
3. Teachers' personal belongings (desk, grade book, etc.).
4. Any storage, maintenance, or custodial closet.
5. The kitchen in the Family Life Center.
6. The furniture in the Secondary lobby, except as specified by the Principal.
Dating couples are not to sit together in the lobby.
7. The teachers' workrooms.
8. All offices, except by invitation.

DRESS AND HAIR STANDARDS

In keeping with the basic concept, policies, and principles of Northside Christian School, the school family seeks to present a good appearance. Cleanliness, clothing and hairstyles are matters which properly concern the Christian and therefore the Christian school. The following Biblical references are guides to assist us in this area: I Timothy 2:9, 10; I Corinthians 11:14; and I John 2:15.

One way the community judges the school is by the attire of its faculty and students. Because of this, everyone associated with Northside Christian School should be motivated to be above reproach in the matter of outward appearance.

The administration reserves the right to determine what is acceptable or unacceptable dress. Some basic guidelines concerning dress are listed. Students may dress by a higher level.

Service Dress

Ladies – dress, nice skirt and blouse, dress shoes

Men – coat, tie, dress shoes

School Dress

Ladies – Northside shirt, skirt, hose or socks

Men – Northside shirt, slacks (no jeans 7-12), socks

Casual Dress

Ladies – blouse/top, culottes, slacks/jeans

Men – no tanks, long pants/jeans

Activity Dress

Ladies – blouse/top, knee-length walk shorts

Men – no tanks, knee-length walk shorts

All Students

1. All students are to wear appropriate shoes with socks or hose. Shoe laces should be properly tied.
2. Clothing bearing the name of a local high school other than Northside Christian School is not to be worn.
3. Sweatpants, wind pants, fatigue, and camouflage clothing is not permitted.
4. School dress is to be assumed for all extracurricular activities unless otherwise announced by the administration.
5. Faddish or stylish clothing that does not present a conservative appearance is undesirable for school dress. Emphasis is to be placed on modesty, neatness, and appropriateness.
6. Body-piercing (other than earrings) and tattoos are not permitted.
7. **NEW: Boys and girls in K5-12 are to wear Northside shirts daily. They are to keep them tucked in and all but the top button secured. If more than one shirt is worn, the NCS shirt must be the outer layer. Standard outerwear (sweaters, jackets, etc.) may be worn over the shirts**

Boys

1. Boys are to wear ankle-length trousers. Boys in K3 through 6th grade may wear jeans, provided they are neat, clean, and not faded, excessively worn, or discolored. Secondary students are not to wear jeans. Secondary pants should be manufactured with a fly and belt loops and a belt should be worn. Pants may not be worn low on the hips or below the hips.
2. Boys in K3 and K4 may not wear sleeveless shirts, muscle shirts, or T-shirts. Shirts must be tucked in..
3. Boys are not to wear any type of jewelry except watches or rings worn on fingers. This includes necklaces with crosses and other religious symbols.
4. Boys are to have their hair cut regularly, not allowing it to become excessively long. Hair is to be combed and cut neatly off the eyebrows and ears, and tapered neatly off the collar. Sculpted and stepped cuts are unacceptable. When hair begins to flip up on end, it is too long. Shaggy or bushy hair, even if in accordance with the above requirements, is not acceptable. Deliberately combing excessively long hair to meet the above requirements is not acceptable. Boys should be clean shaven. Sideburns may not be grown below the bottom of the ear. Hair may not be dyed a non-natural color.
5. **NEW: All styles of dreadlocks are prohibited.**

Girls

1. Girls in grades 7-12 must wear either hose, knee socks, or ankle socks during the school day. Flip-flops and athletic sandals are not acceptable.
2. Girls in kindergarten through grade 3 are to wear skirts no shorter than one inch above the knee. The length of skirts for girls in grades 4-12 is below the knee. Skirts or dresses (including any slits) must conform to the school standard for length while walking, standing, or sitting. As a measurable standard, a girl's hem should touch the floor when she kneels in an erect position.
3. Girls are not to wear slacks, shorts, culottes, skirts split above the knee, or jeans. K3/K4 should not wear sundresses or sleeveless tops. Clothing is not to be tight, form-fitting, suggestive, immodest, revealing, or sloppy. Pinch the fabric on the sides and when released it should fall in place.
4. Extremes in styles are discouraged because they do nothing to contribute to the educational process or the maintenance of a sound Christian testimony.
5. Good taste should be used in makeup and jewelry.
6. Girls' hairstyles should not resemble boys' hairstyles. Hair may not be dyed a non-natural color.

PROHIBITED ARTICLES

Non-school related items such as electronic games are not permitted on school property. The school is not responsible for such items. No books or magazines are to be brought to school unless they are directly related to a specific course of study and permission to bring them has been granted ahead of time. Lunch boxes, book covers, book bags, and other school items should always display good taste and bear designs appropriate for a Christian school. Rock music and supernatural themes are to be avoided. See Demerit System for knife and firearm penalties.

ROCK MUSIC

One purpose of the Christian school is to build into a young person the proper spiritual and academic direction for life. Since rock music is a part of the counter-culture which seeks to implant seeds of rebellion in young people's hearts and minds, Northside Christian School considers listening to this kind of music to be detrimental to the spiritual, moral, and intellectual life of a young person. Therefore, the Northside policy is that students not listen to, talk about, write about, play, or sing any kind of rock music nor bring it into the school in any form. Secondary student leaders covenant not to choose to listen to this music. NCS students should not attend rock concerts. If athletes or other leaders should do so, they will be removed from teams or from office.

ELEMENTARY PROCEDURES

Following is a list of disciplinary procedures. Obviously they are modified according to the severity of the offensive behavior and the age of the child. The purpose of each action is restorative, not simply punitive in nature. While they are listed below in an order of severity, this does not imply that they will be used in this order. Certain behavior may require serious disciplinary action, such as suspension or expulsion, on the first offense. A modification of the Secondary Demerit System is used in grades 5 and 6. All student-teacher and student-principal sessions, parent conferences, and referral forms are recorded for consistency and follow-up

1. Teacher conferences with student.
2. Student is separated from the class.
3. Student is denied privilege or activity time.
4. Teacher contacts and/or conferences with parent(s).
5. The Elementary Principal conferences with the student and/or parents.
6. The Principal administers corporal punishment. He sends written notification to the parent and files a copy in the office.
7. Principal/Administrator conferences with student and/or parents.
8. Student is suspended for 1, 2, or 3 days.
9. Student is expelled from Northside Christian School.

SECONDARY PROCEDURES: THE DEMERIT SYSTEM

The purpose of discipline is to assist young people in their goal to be conformed to the image of Christ. The particular technique utilized varies with the child's age and maturity and is somewhat dependent upon the setting. Corporal punishment is not used in the Secondary School. Rather, Northside utilizes a Demerit System in which offenses are assigned predetermined penalties.

Any school or church personnel can issue demerits. The employee should tell the student he will receive a demerit slip, he should complete the triplicate demerit form, and he should submit the form to the Secondary Principal. The Principal will assign the number of demerits and will place two copies of the form in the teacher's mailbox; the teacher will give one copy to the student and keep one copy to insure return of the original. He usually assigns the standard demerit penalty, but he may vary from that norm, particularly to increase the penalty, according to his discretion.

The student must return the signed demerit promptly; otherwise, he receives a demerit for the lateness. If the signed demerit is not returned, the employee will contact the parents. If a student accumulates 25 demerits in a semester, he is suspended for one day. If he accumulates 50 in a semester, he is suspended a second day. If he accumulates 75 in a semester, he is expelled. Three demerit suspensions in a year also result in expulsion. Because suspensions and expulsions become part of the permanent record, the Administrator notifies the parents by letter when a student accumulates 15, 40, or 65 demerits.

There is no academic penalty for demerits (except cheating) or demerit suspensions. Work may be made up according to the teacher's normal requirements. However, a demerit suspension does have other penalties: the student may not participate in any extracurricular activity nor hold any school office. This is effective until the end of the semester.

At the end of the semester, a total of four or fewer demerits will be erased. Demerit totals of five or more will be placed on the permanent record. Totals are reset to zero to begin the next semester. If the administration feels that demerits are not changing a student's behavior, they may use other means in lieu of demerits.

STANDARD DEMERIT PENALTIES

Trash	1 each offense
Failure to follow instructions	1 each offense
Hall violation	1 each offense
Disturbing class	1,1,1,,3,3,3,5 thereafter
Candy, food, gum	1,1,1,3,3,3,5 thereafter
Class tardiness	1,1,1,3,3,3,5 thereafter
Dress code violation	1,1,1,3,3,3,5 thereafter
Failure to wear NCS shirt	up to 5
Writing, passing, reading notes	5,5,10 thereafter
Prohibited articles	5,5,10 thereafter
Disorderly conduct	5,5,10 thereafter
Disobedience	5,5,10 thereafter
Irreverent or inappropriate slang	5,5,10 thereafter
Defacing school property	5,5,10 thereafter
Disrespect	5,5,10 thereafter
Pranks	5,5,10 thereafter
Vulgarity or profanity	15 each offense
Rock music	15 each offense
Skipping class	25 each offense
Gambling	25 each offense
Physical contact (PC)	up to 25
Cheating, lying, stealing	up to 25
Possession of knives	up to 25
Fighting	up to 25
Damaging the school's testimony	up to 75
Occultism	up to 75
Criminal activity	up to 75
Threats	up to 75
Possession of firearms	75 (expulsion)
Smoking	75 (expulsion)
Drugs, including alcohol	75 (expulsion)
Pornography, immorality	75 (expulsion)

DEFINITION OF DEMERIT VIOLATIONS

Candy, food, gum: given when a student has or is eating any of these other than at lunch time. Gum is not allowed at any time during the school day. Vending machines may be used before school, at lunch, and after school only.

Cheating, lying, stealing, gambling: given when a student lies to a faculty member or the administration, or when any student copies or attempts to take credit for someone else's work. This includes taking or giving answers from a test or copying homework, or allowing others to do so. Stealing is taking any item which belongs to someone else. Gambling is the attempt to win something by a game of chance (e.g., pitching coins, betting on sporting events, etc.).

Class tardiness: given when a student is not in his seat when the bell begins to ring.

Damaging the school's testimony: given when a student's actions, speech, or attitude, especially but not only off campus, damage the school's testimony.

Defacing school property: given any time there is damage to school property or disrespect shown toward school property. This would include mild vandalism, writing on books, walls, and desks, damage done during careless, playful behavior, and computer alterations.

Disobedience: given when a student intentionally disregards or disobeys a direct request or command.

Disorderly conduct: given when there is behavior that is potentially harmful to persons or property. This would include any horseplay, roughhousing, chasing, play-fighting, or punching. Unsafe driving may be penalized as disorderly conduct or in a more severe manner.

Disrespect: given when a student shows any disrespect towards an authority in attitude, word, body language, or facial expression.

Disturbing class: given when a student disturbs the class by talking, making noise, or engaging in disruptive activity. This includes Chapel.

Dress code violation: given when there is any violation of the dress standard.

Drugs (including alcohol), smoking, pornography, immorality: given when a student is involved in purchasing, possessing, using, or providing substances or materials used in these activities, or when he personally participates in them, at or away from school, 365 days annually.

Failure to follow instructions: given when a student has not complied with a specific direction or instruction.

Fighting: given for any form of fighting. This includes fist fighting or wrestling.

Hall violation: given for unacceptable behavior in the hallway. This would include, among other things, loud talking and being in the hall without a pass.

Irreverent or inappropriate slang: given when a student takes the Lord's name in vain by specific statement or euphemism, or when words or slang are used that are not appropriate for the classroom.

Occultism: given for promoting the occult in any fashion. This activity may result in more demerits than five or even in expulsion, depending on the severity of the offense. Dressing to present a Gothic effect is a violation of this standard.

Physical contact: given when there is willful physical contact between a boy and girl student. This would include touching, holding hands, or putting an arm around another student, kissing, etc.

Possession of firearms: given when a student has a gun on campus.

Possession of knives: given when a student has a knife on campus.

Pranks: given when students pull practical jokes, tricks, and stunts to have fun at another student's expense.

Prohibited articles: given when a student brings non-school-related items on campus. Cell phones and pagers must be turned off upon arrival. No incoming calls or messages are allowed until school is dismissed. Prohibited articles will be confiscated and returned at the discretion of the principal.

Rock music: given when rock music is sung, discussed, written, or promoted.

Skipping class: given when a student intentionally misses a class during the school day.

Threats: given when a student makes a threat against another person. The nature of the threat will determine the number of demerits assessed.

Trash: given for trash around desks or for things hanging out of lockers.

Vulgarity or Profanity: given when a student uses vulgar language, curses, uses profanity, or uses suggestive language. This includes obscene hand and body gestures.

Writing, passing, reading notes: given to all students involved in the note process.

QUARTERLY EVALUATIONS

At the end of each quarter the staff evaluates secondary students. The students who need to make significant improvement in attitude and behavior are counseled and warned, and the administration informs their parents. Although the goal is to correct these unacceptable characteristics by the end of the year or to deny readmission, students may be dismissed at any point in the process. Evaluations are not necessarily related to demerit accumulation.

SUSPENSION, DISMISSAL, EXPULSION

Suspension: the administration decides to remove a student from school on a temporary basis for disciplinary reasons. The purpose of suspension is to impress the offending student and his peers with the seriousness of the offense and to show them in an unmistakable manner that similar conduct may result in permanent separation from the school. A student who is under suspension may not enter the school buildings or grounds during regular school hours. He cannot attend any school function while under suspension without administrative permission.

Dismissal: the administration decides to remove a student from school permanently, but determines that he poses no danger for the receiving school. A student will be dismissed from school when 75 demerits or three suspensions are accumulated, or when Staff Evaluations justify doing so. The administration may waive dismissal if the end of the year is near and other schools would not accept the student, provided the student is cooperative in attitude and behavior. Students who are dismissed will not be considered for re-enrollment during the current school year. Parents must meet with the Administrator before re-enrollment will be considered. A waiting period of one semester after the end of the semester in which the student left is generally required.

Expulsion: the administration decides to remove a student from school permanently and determines that he poses a danger for the receiving school.

Behavior that is grossly in conflict with the purpose and spirit of the program of the school may result in dismissal or expulsion, even on the first offense.

A student who has been dismissed or expelled may not enter the school building or grounds during regular school hours. Such a student may not attend school functions and activities, including athletic events, for one complete semester after the end of the semester during which he was expelled or asked to leave. An exception would be a pre-arranged conference with an Administrator.

DRILLS/EVACUATION

Drills for emergency evacuation (fire, tornado, earthquake) are held at the beginning of the year and periodically thereafter. The route to follow is posted in each room. Students are to move quietly and quickly to the designated safe area and wait for the signal to re-enter. Books and other personal items are not taken.

FIELD TRIPS

Field trips are taken at various times during the school year to places of educational interest. A general schedule for each grade level is on file in the Elementary Principal's office. Information regarding cost, times, and dress standards will be sent home with the students prior to each trip.

All field trips are adequately chaperoned for the age of the students. Drivers are adults. The students are expected to maintain the same degree of self-discipline on field trips as is expected at school.

There are times throughout the school year when parents may be asked to serve as chaperons or will desire to do so. The school requires parents to follow the same standard of dress and conduct as is required of the students.

FINANCIAL INFORMATION

RESERVATION FEE

A Reservation Fee of \$50.00 is due in February to reserve space for the fall term. Unreserved spaces are made available to the public on March 1. After June 1, this fee is paid at the time of enrollment. **THIS FEE IS NOT REFUNDABLE.**

REGISTRATION

The Registration Fee is due June 1. For those enrolling during the year, the fee is pro-rated by the quarter. **THIS FEE IS NOT REFUNDABLE.**

TUITION

Parents may pay the School Office by the semester (August 15/January 15) or by the year (August 15). They may opt to pay monthly by utilizing EFT (electronic funds transfer) through FACTS Tuition Management Services. Monthly tuition may be paid in 9, 10, or 11 payments, on either the 5th or the 20th of the month. Enrollment is online or by paper form.

**TUITION MUST BE PAID BY THE LAST DAY OF THE MONTH
IN ORDER FOR THE CHILDREN TO REMAIN IN SCHOOL.**

FEES

NCS posts and bills Reservation, Registration, Child Care, and all other fees. Statements are mailed before the 25th, and the balance is due on the first, late after the 10th. The late fee is 1.5% for balances over \$250.

All students pay a student accident insurance fee, the Christian school association member fee, the Infodirect subscription charge, and a fee for the significant amount of duplication needed for worksheets, quizzes, and tests. Fees are charged for high school sports, choir, band, private music lessons, and for several Secondary courses, such as Chemistry and Computer Science. These are revised annually and appear on the Invoice mailed to parents with the student schedule before the beginning of school. **Workbook/Activity fees must be paid before school begins.** Report cards, diplomas, and transcripts will not be released if the account is delinquent. Students in kindergarten, sixth, or twelfth grade with outstanding balances are not permitted to participate in graduation exercises.

RETURNED CHECKS

A **\$25.00 fee** is charged for checks returned for non-sufficient funds. Three NSF checks result in requiring cash only for payments.

FUNDRAISING

NCS approves two major fundraising events each year, one in the fall and one in the spring. Department heads present their requests to the administrator, who compiles and presents them to the Booster Club for their consideration. Approved projects are published with event information. When funds have been collected, the club votes on which approved projects it will fund.

FINE ARTS

Northside Christian School places great emphasis on its fine arts program. Participation enables a student to discover, develop, and use his talents for Christian service. These are lifelong skills which are valuable in ministry.

Choir is offered for students in grades 1-12. Music theory is taught in grades 1-6. Band instruction is offered in grades 5-12. Private music instruction (piano-K5-12, vocal 1-12, instrumental 4-12) is available as indicated. Choir and band are electives involving a fee to cover the cost of music, supplies, instrument repair, etc. The various choirs and bands perform during the school year for parents and friends, and they compete in state and national fine arts festivals. Instruction in speech, drama, and debate is also offered. Northside students participate in the SCACS Fine Arts Festival each year. Students who win on the state level may go on to the national competition sponsored by the AACS. Students from NCS compete in almost every fine arts category.

HEALTH CARE

If a student must take medicine during the school day, that medicine, along with a doctor's written directions, is to be given to the teacher as soon as the student arrives at school. A student with a temperature of 100 degrees or above is not allowed to remain at school. When contacted by the office, parents are to make arrangements to pick the child up promptly. The staff uses discretion when asking parents to do this since they are aware that it causes considerable inconvenience.

Students must be fever-free for 24 hours before returning to school. Students who are recuperating from a communicable disease should not return to school until a doctor determines that they are no longer infectious. Please see the DHEC Exceptions brochure on their website: www.scdhec.net, then follow these links: Health, Disease Control, Official Child Care and School Exclusion Lists, Child Care Exclusion List (0-5), School Exclusion List (1-12).

Students who are unable to participate in recess or in physical education classes are to bring a note from home. For students to be excused from these activities for more than three days, a signed doctor's excuse is required.

In most cases of injury at school, we contact parents and ask them to make a decision regarding action to be taken. We have personnel trained in first aid and CPR on site at all times. In an extreme emergency, the administration will make a decision to call for EMS assistance. We consult the emergency and medical information parents have provided when we designate a doctor or a hospital.

HOMEWORK

PURPOSE

Homework is a part of Northside Christian School's academic emphasis. Homework is given by classroom teachers for specific purposes.

1. For practice – following classroom explanation, illustrations, and drill on new work. It is given so that the material will be learned.
2. For drill – drills help the student master and retain the material already presented in class.
3. For remedial activity – homework is sometimes given to help a student improve weak areas.
4. For special projects – book reports, compositions, research assignments, and projects enable the student to apply the material learned. Independent study is a skill students do well to master early in the educational process.

WAIVERS

NEW: During special church meetings, students may obtain waivers so that they do not have to miss the services in order to do homework or to prepare for quizzes and tests. The Principals explain the procedure at the beginning of the year. Work must be made up according to the schedule the teacher sets.

PROCEDURES

Students are expected to use assignment books to write down carefully the assignment for each night. Elementary students in 2-6 purchase an assignment notebook as part of their consumable workbook fee. Junior High and Senior High students may use a spiral notebook, calendar, or assignment book to keep track of daily assignments. Parents may verify the accuracy of the assignments by checking the teacher's entries in InfoDirect.

POLICIES

Each student is expected to complete the assigned homework. Failure to present homework results is a lower grade for the quarter. With administrative oversight, teachers set policies for homework requirements for their courses.

REQUIREMENTS

Homework requirements per night by grade are approximately as follows:

Kindergarten 5.....	0-10 minutes
First Grade	10-15 minutes
Second Grade	20-30 minutes
Third and Fourth Grades	30-40 minutes
Fifth and Sixth Grades	45-60 minutes
Seventh and Eighth Grades	60-80 minutes
Ninth-Twelfth Grades	80-120 minutes

In order to encourage church attendance, it is the policy of the school that teachers not assign homework on Wednesdays. In keeping with this rule, only Bible verse quizzes are tests given on Thursdays. Elementary teachers do not assign homework to be done during any of the holidays scheduled throughout the school year. Secondary teachers do not assign homework to be done during Thanksgiving, Christmas, or Easter holidays.

LOCKERS

Lockers are assigned as space permits to students in grades 5-12. Students may be asked to share a locker with another student. Students are not to enter the locker of another student without permission. All lockers are to be kept clean and are subject to unannounced as well as the end-of-nine-weeks' inspection. Locks are permitted on lockers provided a key or the combination is given to the appropriate principal.

LOST AND FOUND

All articles lost on the premises may be claimed at the Lost and Found (Elementary Principal, Secondary Principal). Vital items such as eyeglasses may be sought at the school office when the classroom teacher issues a pass. Unclaimed articles will be on display at the end of each nine-week period. All students view displayed articles at that time and any still unclaimed are given to charity. Articles may be redeemed for a small fee.

LUNCH

A hot lunch program is available at school. Students who bring sack lunches may purchase milk or refreshments. Menus are mailed home with the regular monthly letter and may be viewed on InfoDirect. Tickets may be purchased from the lunchroom.

PARENT-TEACHER MEETING/CONFERENCES

GRADE-LEVEL MEETINGS (Thursday night before school begins)

Grade-level meetings for K3-6 give parents the opportunity to become better acquainted with curriculum, textbooks, and daily routine. These meetings also facilitate meeting other parents. Questions regarding an individual student's achievement should be reserved for a private conference later with the teacher.

OPEN HOUSE (Friday before school begins)

Rather than the traditional parent orientation meetings, Open House is the Northside way to initiate the new year. It is scheduled the Friday before the first day of classes and the hours are published several times. Parents are encouraged to come and to bring their children. Elementary students have the opportunity to locate their room, to meet their new teacher, to find their desk, and generally to become familiar with their new environment. They usually enjoy going to class by themselves the first day of school, developing self-confidence and in the process eliminating major traffic problems. Secondary students get their daily schedule in the lobby. They can then walk through a typical day, locating classrooms, meeting teachers, and getting course descriptions. This concept produces an enjoyable time for parents and students and allows teachers the opportunity to get to know school families.

PARENT-TEACHER CONFERENCES (Friday after first reports)

Because the school is an extension of the home, Northside recognizes the importance of the home and school working together for the benefit of the child. Therefore, a scheduled time has been set aside after the first nine weeks (see Annual Calendar) for parents and school personnel to meet to discuss the needs of the student. Parents are assigned a block of time for this purpose and are notified.

TEACHER-INITIATED CONFERENCES

Unscheduled conferences may also be necessary throughout the year. The school asks that all students and parents cooperate in these conferences. Reasons for teacher-requested conferences include deficient grades, repeated failure to do homework, learning difficulties, disciplinary problems, repeated tardiness, and personal habits which may be hindering scholastic progress or threatening the welfare of the student and others in the class.

PARENT-INITIATED CONFERENCES

Parents may initiate conferences to discuss any concern they might have.

ADMINISTRATOR-INITIATED CONFERENCES

If an administrative request for a conference with a parent is not honored, the school may request student withdrawal.

PHYSICAL EDUCATION

All Secondary PE students are to purchase gym uniforms along with consumable workbooks before the first day of school. Additional shirts or pants are available from the PE instructor. Elementary PE students have no special uniform. Appropriate dress will be communicated by the teacher.

SCHOOL OFFICE

The School Office is the business and information center for all school activities. We desire it to be a warm and friendly place for students, parents, and visitors. The office opens at 7:15 AM during the school year, closing at 4:15. During business days when school is not in session, the hours are 8:00 AM until 4:00 PM

Lunches, homework, books, and other items may be left in the School Office for students. A parent wishing for his child to stay after school or to meet him at a different time should notify the School Office so that these arrangements can be properly made. Calls of this nature should be received before 2:00 PM (Elementary) and 11:30 AM (Secondary).

SOLICITATION

Solicitation is not allowed at Northside Christian School without the permission of the administration. This includes the selling of tickets, candy, etc., distributing political materials or product catalogues, circulating petitions, or placing posters. In keeping with this policy, the telephone numbers and addresses of our students are not published in a school directory or given out to anyone. This information is used by Northside employees for conducting official business and providing services to our school families, such as ZIP-code listings for purposes of establishing carpools.

STUDENT ORGANIZATIONS

NCS provides several Secondary School organizations in order to provide vehicles for developing special student interests. Students who are considering careers in education participate in the FCTA (Future Christian Teachers of America). They serve as teachers' aides and enjoy special activities. Those who meet academic, service, leadership, and character requirements are inducted into the ACHS (American Christian Honor Society). This is a very active organization and membership is a significant honor. Students interested in dramatic performance join the On-Stage Players and produce a major play each spring. Those attracted to forensics find challenges on the Forensics Team. The Eyrie (yearbook) staff utilizes and coordinates writing copy, photography, layout, graphic design, sales, and other student skills. Additionally, each class is organized. Officers have opportunity to work with faculty and administration in developing organizational and leadership abilities.

TELEPHONE

Students may not use the school phones for either intercom or outside calls. Elementary students may use the phone in the office in case of emergency, and Secondary students may use the phone in the Library. If a student needs to use the phone during school hours, permission must be granted by a teacher, who will also issue a pass. Calls are limited to three minutes. Students are not to use the phone for socializing.

Incoming phone calls are not transferred directly to teachers or students since this interrupts instruction. Please leave a message with the office staff, who will see that it is delivered as soon as possible. Please encourage your children to discuss school information at home rather than interrupting you and the School Office or Library with unnecessary calls during the school day.

TRANSPORTATION

The school does not provide a transportation service. However, the office is able to give ZIP-code listings of parents who live in the same general area.

VISITORS

ADULT VISITORS

Northside Christian School welcomes parents and friends to visit during school hours. Advance notice is appreciated. Check in is at the School Office. Visitors wear an identifying badge.

When visiting the school please observe the following rules:

1. While it is not the intention of the school to dictate personal dress standards, we ask that parents adhere to the following guidelines regarding dress when on school property or when attending a school function:

Ladies are asked to wear knee-length dresses or skirts or modest ankle-length slacks. Shorts, tight slacks, or short skirts are not to be worn.

Men are asked to wear shirts and ankle-length slacks.

Parents who are on campus for the sole purpose of picking up their children and remain in their car will not be expected to follow the above guidelines.

2. Parents should not go directly to classrooms except in the morning before school begins.
3. No smoking or other use of tobacco is permitted on the school grounds.
4. Alumni are to conform to school dress when visiting.

STUDENT VISITORS

Northside Christian School permits school-age visitors who are friends or relatives of our students. We ask that the following be observed:

1. The host student must obtain permission from the principal at least the day before the visit is made.
2. All Northside Christian School dress codes apply to the visitor.
3. Guests are limited to a one-day visit to preserve the unity of the classes. Exceptions may be made only with the permission of the principal.
4. Guests are to remain with the host student at all times (when possible).
5. The administration may determine that a guest may not be approved for admission to classes, either because of dress or attitude. He may be asked to wait in the office until transportation home can be arranged.
6. As a general rule, the administration will not approve public school students' visiting simply because there is a public school holiday.

WEATHER CLOSINGS

If Charleston County schools cancel a day of school due to inclement weather, Northside takes the same action. We leave a message on the Message Machine (572-4256) and the school phone (797-2690) giving more details.

If the weather threatens during the day, parents may pick up children early from school. We do not dismiss the entire school early since many parents cannot get off work to take children home.

MISCELLANEOUS

OUTSIDE SPEAKERS

No visitor or outsider may speak or perform in any program unless permission is secured from the administration. This includes guest speakers and lecturers in the classroom.

USE OF SCHOOL NAME

No student or parent may use the name of the school on any radio or TV program or in any publication without prior authorization from the school administration.

UNAPPROVED SOCIAL FUNCTIONS

The school is not responsible for any party or social function that is not officially approved or sponsored by the school. Since the school disseminates written information regarding approved events, parents may ask their children for this if they have reason to question Northside's sponsorship of the activity. Parents may call the office for verification.

RIGHT TO SEARCH

Since the school functions as a custodian rather than an employer of students, NCS maintains the right to search any place on campus, including automobiles, lockers, book bags, purses, and clothing.

CLOSING STATEMENT

This handbook and its contents are to be used as a guide, not as a complete statement of philosophy, rules, and standards. The administration reserves the right to determine acceptable actions, behavior, and conduct. The administration also reserves the right to modify, add, or delete elements of this handbook as deemed necessary.