



Parent/Student Handbook

Physical Location

First United Methodist Church – Education Building
2700 College Avenue
Snyder, Texas 79549
325-575-0575 (cell) • 325-573-0190 (office)

Mailing Address

Snyder Christian School
P.O. Box 510
Snyder, Texas 79550

Web Address and Email

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Knowledge. Character. Christ.

PLEASE TAKE TIME

This booklet will answer many important questions. As unresolved questions or problems arise, please call or come in. Of course, it is always best to first discuss classroom problems directly with the teacher involved. This will solve most problems in the best way. (*Matthew 18:15*)

Tuition money received does not cover the expense of operating the school. There is a need for financial support in the form of gift income from parents and friends. Gifts are tax deductible. Contributions should be made payable to *Snyder Christian School* on a separate check from tuition.

SCHOOL HOURS

Pre-k through 6th grades: Monday-Friday, 8:15 a.m.-3:15 p.m. Students should not arrive before 7:45 a.m.

WEATHER

In the event of inclement weather (snow, ice, etc.), SCS will follow the SISD weather closing schedule. In case of a two-hour delay, school will begin at 10 a.m.

NONDISCRIMINATORY POLICY

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

ADMISSION POLICY

1. Snyder Christian School (SCS) accepts applicants from families that are defined according to the biblical perspective that marriage is between a male and a female.
2. Students who are admitted must agree to adhere to the SCS Statement of Faith and all policies outlined in the *Parent/Student Handbook*.
3. All applicants, Pre-k through 6th grades, may be given an entrance exam.
4. Admission is based on a combination of several factors: availability of space, application date, testing, interview and evaluation of prior school records.
5. Final acceptance is based upon the board's approval.

STATEMENT OF FAITH

- We believe the Bible to be the inspired, only infallible, authoritative, inerrant Word of God (*2 Timothy 3:15; 2 Peter 1:21*).

- We believe that there is only one God, eternally existent in three persons – Father, Son and Holy Spirit (*Genesis 1:1; Matthew 28:19; John 10:30*).
- We believe in the deity of Christ (*John 10:33*), His virgin birth (*Isaiah 7:14; Matthew 1:23; Luke 1:35*), His sinless life (*Hebrews 4:15; 7:26*), His miracles (*John 2:11*), His vicarious and atoning death (*1 Corinthians 15:3; Ephesians 1:7; Hebrews 2:9*), His resurrection (*John 11:25; 1 Corinthians 15:4*), His ascension to the right hand of the Father (*Mark 16:19*), and His personal return in power and glory (*Acts 1:11; Revelation 19:11*).
- We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature; and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith alone (*John 3:16-19; 5:24; Romans 3:23; 5:8-9; Ephesians 2:8-10; Titus 3:5*).
- We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation (*John 5:28-29*).
- We believe in the spiritual unity of believers in our Lord Jesus Christ (*Romans 8:9; 1 Corinthians 12:12-13; Galatians 3:26-28*).
- We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (*Romans 8:13-14; 1 Corinthians 3:16; 6:19-20; Ephesians 4:30; 5:18*).

MISSION STATEMENT

Our mission is to provide SCS students with knowledge, character, and Christ.

CORE VALUES

1. **Christ-centered** (*1 John 2:6, 1 Peter 3:15*)
A superior Christian education presents the plan of salvation to all. It is Bible-based, Christ-centered, and bathed in prayer. Modeling and teaching godly leadership challenges students to use their God-given abilities to impact their homes, churches, and communities. The lives of our staff, the personality of our campuses and the criteria which measure our entire program, exemplifies the character and integrity of Christ.
2. **Legacy** (*Psalms 78:1-7, Deuteronomy 6:1-3, 1 Corinthians 3:2-3*)
In order to preserve the Biblical heritage upon which our school was founded, we encourage our students and families to pursue Biblical truth and values that will be passed to future generations. While watching the godly examples of Christian educators, through the immersion in Christ-centered curriculum, and with involvement in missions outreach, students are forming the basis for their own personal legacy for the future.

3. **Education and Learning** (*Colossians 3:23, Proverbs 22:6*)

We strive to honor God through quality education based on a Biblical Worldview. Excellent instruction leads students to recognize their unique giftedness, and students are encouraged to develop their God-given talents. This education prepares students to effectively impact the world for Christ.

4. **Partnerships** (*Proverbs 22:6, Deuteronomy 6:4-7*)

According to Deuteronomy 6:4-7, God specifically holds parents responsible for the education of their children. The Christian family is God's equipping ground for preparing future generations to know and serve Jesus Christ. The Snyder Christian School education involves, encourages, and strengthens students and parents as we partner to meet educational and spiritual goals.

5. **Servanthood** (*Matthew 28:19-20, Acts 1:8*)

Servanthood at Snyder Christian School begins with the school board and filters throughout the entire school organization. The SCS staff strives to demonstrate servant leadership by exhibiting the compassion of Christ. Interpersonal relationships among students model Christ's love. (*1 Corinthians 13*)

Educational Priorities of Snyder Christian School

EDUCATIONAL OBJECTIVES

Snyder Christian School believes in:

• **Spiritual Salvation, Growth and Development**

Students' only hope of salvation is through the sacrifice of Jesus Christ at Calvary. (*Romans 3:23, 6:23, 5:8 and Ephesians 2:8-9*) A sequential and intense study of the character of God leads the student to an understanding and application of his purpose and responsibilities in life which are his as a Bible-centered Christian. (*Ephesians 4:12*)

• **Shared Home / School Responsibility**

The parents have the primary responsibility for their child's education. Therefore, a close home/school relationship is vital. Open channels of communication and involvement are extremely important for the total well-being of the student.

• **Christ-Centered Academic Development**

Proverbs 2:1-7 is our basis for instruction. We are to stress in the order God has designed: 1) wisdom, 2) understanding, 3) discernment, and 4) knowledge. Attention to the fundamental subjects are presented through a Christ-centered academic curriculum, thus equipping the student for his life's ministry. SCS encourages academic achievement in keeping with the God-given abilities of each child.

• **Social Development**

Social development is a highly significant aspect of education. Relationships are the foundation of effective Christian modeling and are exemplified by Christian teachers and parents. Christ-centered values are taught as the reference point for personal decision-making and applied through daily interpersonal relationships.

• **Physical Development**

Proper body care and development is emphasized in I Corinthians 3:16. Each student is led to an appreciation of the value of his body and its care, a "temple holy unto God," and its dedication to the praise and service of God.

• **Patriotism**

The love of country from a Christian perspective is taught and encouraged through music, academic subjects, assemblies, and overall respect for the nation, its leaders, and our flag.

Administrative and Financial Information

POLICIES RELATING TO TUITION / FEES ACCOUNTS

1. Registration fee: \$300 due at time of registration.
2. Annual tuition: \$5,000
Discounts available (only one discount per child):
 - 4% if tuition is paid in full by August 1.
 - 10% for second child enrolled in SCS.
 - 12% for additional children enrolled in SCS.
 - 30% for children of SCS teachers.
3. Your total annual tuition is paid out over a 10 month payment plan (August-May). The first payment is due August 1.
4. Tuition accounts are due on the first of each month, delinquent after the tenth. A \$40 late fee is charged to all accounts not received by the tenth of each month.
5. Tuition accounts must be kept current. Students whose accounts remain delinquent may be suspended from the classroom as of the first school day of the following month.
6. Tuition payments may be mailed to or dropped off at the school office. Please do not give tuition payments to your child's teacher. If you pay with cash, please bring the correct amount. Change is not available.
7. Do not include miscellaneous costs such as yearbook, school pictures, school trips, etc. with your tuition payment. Separate checks are required.
8. More than two insufficient checks returned from your bank may result in your account being put on a "cash only" basis.

Miscellaneous Fees

Expenses for field trips, yearbook, school supplies, and school uniforms are not included in the Registration Fee.

MISCELLANEOUS ADMINISTRATIVE INFORMATION

Health and First Aid

Texas Law requires all students attending private or public schools, and childcare facilities to have immunization against vaccine preventable diseases. It is SCS policy that students not meeting minimum vaccine requirements be excluded from school unless Exceptions for Compliance is filed in the office. If the Exemption from Immunizations Affidavit is filed in the office it must be the original copy. Currently enrolled students who have been notified of a delinquent immunization must have proof of receiving that immunization within 30 days of notice or that student will be excluded from school until the immunization is received. Students to SCS must provide proof of receiving the required vaccines before being allowed to enroll in school. A copy of the Texas Minimum State Vaccine Requirements for Students may be obtained through the office or on www.dshs.state.tx.us.

Students who are ill must be kept home from school. Students should not attend school if they have had a temperature within the past 24 hours. (No fever medication and fever free for 24 hours.) If a student has thrown up in the past 24 hours they should remain at home for 24 hours. Students who arrive at school with an illness will be sent home. Parents will be asked to pick up a student who becomes ill at school.

SCS reserves the right to send any student home who, in our opinion, would hinder or affect the health of an individual or class group.

Medication Guidelines

- All medications must be kept by the teacher unless other arrangements have been made by the parent or guardian.
- All medications must be brought to school in the original container. Prescription medication must be properly labeled by a registered pharmacist. If a child requires an inhaler, the parent will need to provide one to be kept in the child's classroom, depending on arrangements set up between the teacher and the parent. The inhaler must be labeled with the prescription authorized by the physician. The inhaler may accompany the student to P.E. to be used in case of emergency during activities then returned to the teacher.
- A Medication Request Form, signed by the parents or legal guardian, is required before medication can be given to a student. This will include all students using or carrying an inhaler.
- Students are not allowed to carry medication on the school campus. If it is necessary for students to take medication during school hours, parent must bring the medication to the teacher to make arrangements for administration.

Withdrawal From School

Should you decide to withdraw a student during the school year, please notify the office. A verbal notice to your child's teacher is not acceptable. A parent/guardian is required to officially withdraw a student by signing a Parent Authorization to Withdraw form.

Families using the ten-month payment option may have a "Balance Due" or a refund (depending on account status) at the time of withdrawal.

Parenting

PARENT MINISTRY

SCS was founded on the premise that parents are the child's primary teachers and should be involved in the child's ongoing formal education. Never before has there been a greater need for bridging the communication gap between the school and the home. SCS encourages parental involvement in our school through many avenues.

PARENT PARTICIPATION

Parent involvement is an essential part of the student's education at Snyder Christian School.

Each parent is required to do the following:

1. Observe your child in the classroom for one hour each semester. (If there is more than one child, each parent must observe a total of one hour – not one hour per child.)
2. Attend the parent orientation meeting.
3. Attend two parenting classes during the school year.

Parents will sign in at the parenting class and/or classes they attend and they will sign an observation sheet in the classroom. This will be the school's record of your fulfillment of parenting requirements.

Failure to complete the parenting requirements for the school year will result in not being allowed to register for the following year. Should a difficulty arise, a conference will need to be made with the administrator.

Parenting Classes

"Train up a child in the way he should go; and when he is old he will not depart from it" – Proverbs 22:6.

Parenting classes are an educational opportunity for parents to explore a variety of issues facing today's family.

Observation

Observing one's child in a classroom setting can provide the parent with helpful insight into their child's "world." To fulfill the mandatory parenting requirement each parent is required to observe in their child's classroom for one hour per semester for both the fall and spring semesters (If there is more than one child, each parent

must observe a total of one hour – not one hour per child.). Below are some helpful things to remember when observing your child:

- Please sign in on the classroom observation sheet the day and the hour you observe. (Remember that you may visit any time, but you should try to avoid testing times, the first and last three weeks of school, the day before a holiday, and special event days.)
- Observing a party does not count as classroom observation.
- Younger children are not allowed in the classroom.
- There should be no conversation with other observers or the children.
- Please take a seat in the back of the room.
- Please do not sit next to your child's desk.
- An appointment should be made if you wish to discuss your child's progress. Please refrain from conversing with the teacher about your child during observation. It is very important that the teacher's undivided attention be on the students.
- Please turn cell phones to vibrate and leave the classroom to talk.
- Please remember to pray for your child and your child's teacher.

Please realize that the earlier in the year that you observe, the more beneficial it will be for your child. You may find areas where you may help your child as you become familiar with their world.

Observation begins the third week of school. It is recommended that you do not wait to observe until the final week of the semester. You may not observe your child during Stanford Achievement Test (SAT) assessment.

LUNCHES AND LUNCHROOM RULES

Students will need to bring a sack lunch. The students have only 30 minutes for lunch.

TELEPHONE/CELL PHONE/ COMMUNICATION DEVICES

Student use of office telephones is limited to important or emergency calls only.

Cell phones, headphones, blackberries, MP3 players, iPods, iPads, electronic readers, or any communication devices are not to be visible or used during school hours. Exceptions may be made by teacher.

GENERAL SCHOOL RULES

Please read and discuss the following rules with your child.

- Restrooms are to be quiet and orderly. Please discuss cleanliness and orderly conduct in the restroom.

- Students are not allowed in the church buildings without permission. Please impress upon your child that others are working in the church building and should not be disturbed.
- When a ball rolls onto the public access road, a teacher is to be notified to secure ball.
- Discuss with your child the fact that teachers other than their own will be on playground duty. They should respect and obey them.
- If your child is to ride their bike home or is allowed to walk home, you must fill out a release form which may be obtained in the office. This permission slip will be made a part of their file.
- Parking areas are off-limits to children. Students are to wait with the teacher, away from the street parking lot.
- Firearms, knives, chains and any item considered a weapon are not permitted on the school grounds, campus or school-related activity. A violation is grounds for expulsion. Items will be confiscated.
- The SCS administration may conduct book bag searches and personal item searches if reasonable suspicion of wrongdoing exists.
- Parents may not sit with their child during Chapel. There will be designated seating for parents.
- The office cannot give out personal phone numbers over the phone. Please do not call and ask.
- Students may not attempt to raise funds for non-SCS causes at school or school events.

DRESS CODE

Overall, our dress code is predicated on safety, neatness, modesty, and comfort. As you can understand, SCS reserves the right to make the final decision in questionable areas of dress code. Parents will be called at the discretion of the teacher or office staff when students do not follow the dress code. All students are required to wear designated coordinated dress on a daily basis.

Girls

1. Navy, red, khaki, or plaid shorts, skorts, skirts and jumpers (should be no more than 3" above the knee)
2. Navy, red, or khaki pants and capris
3. Red, white, or blue collared shirts or sweaters
4. SCS T-shirts and sweatshirts
5. Modesty shorts must be worn with all skirts and jumpers
6. Red, White or Navy tights or leggings
7. Red, white, blue, black or brown belts with a small buckle must be worn with any pants, shorts, skorts or capris with belt loops.

Boys

1. Navy, red, khaki or plaid shorts
2. Navy, red, or khaki pants
3. White oxford shirts
4. Red, white, or blue collared shirts or sweaters
5. SCS T-shirts and sweatshirts
6. Black, blue or brown belts with small buckles, must be worn with any shorts or pants with belt loops.

Please Note

- No cargo pants
- Pants, shorts, skirts, skorts and capri for girls and boys should have no design stitching, flap pockets or large labels
- Collared shirts, sweaters or oxford shirts should be plain, bearing **no logos**.
- Pre-k and kindergarten are not required to wear a belt.

GENERAL APPEARANCE

Hair may not extend below the eyebrows – eyes should be clearly seen without obstruction. No designs, words or letters can be clipped into the hair. Natural hair color may be lightened or darkened, but no unnatural hair colors will be acceptable. Hats and caps may not be worn inside, including hoods on jackets or sweatshirts. Tattoos and body piercings are not permissible. Girls may wear pierced earrings. Earrings are not permissible for boys. Makeup is not allowed. No eye shadow, mascara, blush or colored lipstick may be worn.

Shoes

For safety during P.E. activities, all students must wear closed toe shoes. Flip Flops are not acceptable at any time.

Jeans Day

Plain jeans, long denim shorts or denim capris may be worn on designated days with a polo shirt or SCS tee shirt. No holes or sparkles are allowed. Low rise, skinny or tight jeans, denim skirts or denim skorts are not acceptable.

COMPLAINT PROCEDURE

If you Have a Complaint...

• Express it promptly

Keeping it to yourself can cause ill feelings and friction which decreases our effectiveness as Christians. Jesus says that we cannot properly worship or serve God if there is a disagreement between ourselves and someone else (*Matthew 5:23-24*). So get it out of your system. Express it promptly.

• Tell it to the right person

Complaints about school policy or operations should be expressed directly to the school principal. Complaints

against specific individuals should be expressed first to the individual in question and should be expressed to the principal only if you cannot work it out between yourselves or if you feel they should know about it.

• Express it clearly

Make sure the person you are expressing your complaint to knows all the details of the situation, exactly what you are complaining about, and why. Misunderstanding of complaints can lead to further problems and needless hard feelings.

• Don't broadcast it

Express your complaint only to the person who should hear it. Unnecessary worry, harm, and hard feelings result when problems and dissatisfactions are expressed to persons other than those directly involved with the problem, and an impression of disharmony is presented.

• Pray about it

Ask God to help you make your complaint in such a way that it will result in the betterment of our school. Read and think about such passages as Ephesians 4:1-3 and Colossians 3:12-13. Pray about it!

If a Complaint is Made to You...

• Understand the problem

Make sure you know exactly what the complaint is and why it is being made. Ask the person making the complaint, if necessary.

• Give it prompt attention

Talk to the person who is complaining about you, or, if necessary, the principal, as soon as possible. Try to agree on an effective solution to the problem as soon as possible. This will show your concern and desire to cooperate and will stop the problem from getting bigger or worse. Give it prompt attention.

• Make it into a growth experience

Instead of taking offense at the complaint, realize that someone has pointed out something that can help you to grow as a Christian. Solomon says many times that the wise man is one who can accept and learn from counsel, reproof, and/or instruction. Learn from your mistake or from what has displeased the complainer. Make it a growth experience.

• Pray about it

Ask God's wisdom in solving the problem and His help in putting the solution into effect. Pray that all may work out for the good of the school and for the good of His kingdom. Pray for the person who complained about you, and ask God to help you love them more. Above all, pray about reconciliation.

Parents should go directly to the teacher if a problem arises with their child.

If the matter remains unresolved, it should then be taken to the principal. Upon request, unresolved matters may then be appealed to the board who has final review

within the school. It is very important that the chain of authority be followed in such cases. This is the clear biblical standard of Matthew 18:15-17.

Discipline and Rules

DISCIPLINE

Good discipline means that the classroom is relatively free from confusion, disorder and anti-social behavior. It means that each child, and the group as a whole, operate freely within a structured framework which they understand, accept, and incorporate into their behavior without constant reminder or punishment. Discipline is more than outward pressure. It involves inner understanding and acceptance. The goal of discipline is to develop godly self-discipline.

TALLY SYSTEM

When a student breaks a classroom rule, they are issued a warning slip called a "tally." If a student receives three tallies in one week, a conference is called with the father (or mother if it is a single-parent home), the classroom teacher, the administrator, and the student. At this time, a course of action is decided, and the parent determines the type of discipline they wish to administer.

Tallies are given to students for misbehavior, for failure to observe school rules, and for irresponsible conduct. The purpose of this discipline is to retrain, instruct, and correct. The goal of the tally system is to encourage students to live enjoyably within the framework of normal school rules. If the system is working properly, students are able to correct misbehavior at the earliest time in order to avoid more serious consequences.

The following are classroom guidelines for discipline:

- **Put God First** (At the discretion of the teacher, three tallies may be given.)
"Thou shalt love the Lord, thy God with all thy heart, and with all thy soul, and with all thy mind."
(Matthew 22:37)

Examples:

- Lack of reverence at appropriate times
- Bullying
- Fist fight
- Cut down
- Lying
- Stealing
- Cursing
- Pornography
- Outright disobedience

- **Respect for Others** (one tally offense)
"Thou shalt love thy neighbor as thyself."
(Matthew 22:39)

Examples:

- Bullying
- Not letting someone in the door
- Cutting in line

- Talking during quiet time
- Bothering another child
- Excessive loud noises
- Throwing items
- Abusing another's property

- **Ready Obedience** (one tally offense)
"If you be willing and obedient, ye shall eat the good of the land." (Isaiah 1:19)

Examples:

- Not being in listening and learning position
- Not following teacher's instruction

- **Diligence to Duty** (one tally offense)
"In whatever you do in word or deed, do all in the name of the Lord Jesus, giving thanks through Him to God, the Father." (Colossians 3:17)

Examples:

- Irresponsibility to task

Any teacher or staff member of Snyder Christian School may give direction to a student. The student is expected to comply. At the teacher's prerogative, a parent may be contacted for any rule violations.

Academic Assessment

GRADING

Student achievement in academics is reported each six weeks through report cards. In addition, two parent conferences are scheduled annually. Grades 1st-6th are given percentage numerical grades. Parents may inquire at any time about the academic progress of their child.

ATTENDANCE

Attendance at school provides a student with classroom experience. This experience is composed of participation in class activities and direct instruction conducted by the classroom teacher. The instructional program designed by each teacher is a progressive and sequential experience. It is generally impossible for the experience to be "made up."

Regular attendance and promptness are required of all students. Students are to demonstrate responsibility and dependability through their attendance. Both attendance and tardiness are recorded, and compiled records of attendance are kept on file for reference. Students must attend 90% of the school year in order to be promoted to the next higher grade. Students are permitted nine absences per semester. An excess of 18 for the year will result in possible retention and/or will require tutoring by a certified teacher at the parent's expense. Three hours per day of tutoring will be required for each day missed after 18.

In all cases of absence, students will be required to complete the necessary make-up work. A note to the

