

Bible Baptist School



Middle School/ High School Student Handbook 2009-2010

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www.bbsk12.org

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2009-2010

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1.00 FOUNDATIONS

1.01 STATEMENT OF FAITH

THE SCRIPTURES: We believe the Holy Scriptures, the sixty-six books of the Old and New Testaments, in their entirety, to be complete, final, and the only revealed Word of God to His church, and accept them as verbally inspired of God, inerrant in their original language so as to be the supreme authority in all matters of faith and practice.

GOD: We believe in the triune God. The Scriptures reveal one and only one living and true God, infinite and intelligent Spirit, the Maker and Supreme Ruler of heaven and earth, eternally existing in three persons: FATHER, SON, AND HOLY SPIRIT, but one in substance, essence and power, though executing distinct but harmonious offices in the great work of redemption.

THE FALL: We believe that God originally created man in His own image, and free from sin, but through the temptation of Satan, he transgressed the command of God and fell from his original holiness and righteousness; whereby his posterity inherit a nature corrupt and wholly opposed to God and His law, are under condemnation, and as soon as they are capable of moral action, become actual transgressors.

JESUS CHRIST: We believe in Jesus Christ, God's only begotten Son, our sole Mediator; we further believe in His pre-existence, His incarnation, His virgin birth, His sinless life, His substitutionary atonement, His bodily resurrection from the grave, His ascension, His present intercessory work before the throne of the Father, and His personal, visible, imminent, pre-millennial return from heaven.

THE HOLY SPIRIT: We believe that the Holy Spirit is a divine personality, and not a mere emanation, influence, or force; equal with the Father and the Son, and of the same essence and nature; that He is almighty, merciful and just; that He is holy, righteous, and true; that He is eternally existent, glorious in nature, possessing the attributes of omnipotence, omniscience, and omnipresence; that He was active in creation; that He restrains the world, the flesh, and the devil; that He witnesses to the truth, converts the lost, extols the harmony with His divine office, comforts, teaches, testifies, preaches, guides, regenerates, empowers, sanctifies, and anoints, thus exercising the quickening role in the work of saving the lost, and the supervising role in the life of the saved.

SALVATION: We believe in salvation by grace through faith in Jesus Christ, apart from human merit, works, or ceremonies. We further believe in the preservation of the saints.

THE CHURCH: We believe a local New Testament church to be an assembly of disciples immersed upon profession of faith in the Lord Jesus Christ, united in the belief of what He has said, and covenanting to do what He has commanded. We further believe that the local church under the Holy Spirit is autonomous and congregational in operation, being free from interference by an ecclesiastical or civil authority.

BELIEVER'S BAPTISM: We believe that believer's baptism is an ordinance of the Lord Jesus Christ given to the church and obligatory upon every believer, wherein he is immersed in water in the name of the Father, and the Son, and the Holy Spirit, as a sign of his fellowship with the death, burial, and resurrection

of Christ, of remission of sins, and of his giving of himself up to God, to live and walk in newness of life. It is a prerequisite to church membership.

THE LORD'S SUPPER: We believe that the Lord's Supper is an ordinance of the Lord Jesus Christ given to the church to be observed till He comes.

1.02 STATEMENT OF MISSION

Assisting families in nurturing their children for Christ by preparing them academically and spiritually for a life of service.

1.03 STATEMENT OF CORE VALUES

Rooted in the Word of God. The Bible is the foundation of the school, its policies, and practices

Centered on the preeminence of Christ. The school exists to advance the cause of Christ and His Kingdom. Students will be challenged to surrender their hearts and lives to Jesus Christ by faculty and staff who are in a dynamic relationship with Him.

Partnering with parents and the local church. Christian education is a partnership with the school, family, and the local church. The school supports and assists parents in their God-given role to nurture and train their children for the Lord.

Teaching from a Christian world view. Instruction will be Biblically based and teachers will effectively integrate truth found in God's Word into lesson planning. Students will be challenged to think and act Biblically.

1.04 STATEMENT OF PURPOSE

Bible Baptist School exists for the purpose of providing quality Christian education for the children of parents committed to the Lord Jesus Christ as their Savior. Our goal is to integrate the Word of God with all academic disciplines taught. We strive for excellence in all things, not to receive the plaudits of men, but to glorify God.

Recognizing the home to be the primary instrument in the nurturing of children, we stand ready to assist families in their God-given responsibility of training young people for Christ. We strive to prepare our graduates with a God-centered worldview that will enable them to face a hostile environment in contemporary society. To have our students see all of life through the eyes of God is our goal.

In order to accomplish the aforementioned, we pledge:

1. To maintain a close walk with the Lord through Bible study, prayer, witnessing, and involvement in the local church
2. To implement the finest curriculum available, employ the most effective instructional aides in the education of every student, and to use our God-given talents to the fullest
3. To seek the salvation and/or spiritual maturity of each student
4. To be consistent in our treatment of all students and to fairly administer the rules and regulations set down in the handbook
5. To be always available to meet with parents to discuss ways to help their children improve grades, demeanor, or walk with the Lord

In order to accomplish the above we ask you to pledge:

1. To pray for the school and the staff on a regular basis
2. To speak positively about the school to your child and others in the community
3. To keep open channels of communication between the home and school
4. To be regular in your attendance at all school functions
5. To show a real interest in your child's school work
6. To show a real interest in your child's spiritual development
7. To provide a quiet study area at home and a special time for studying
8. To be very selective about the type of TV shows your child watches and the friends with whom you allow your children to associate
9. To be willing to curtail your child's extra-curricular activities or after-school job if they interfere with his or her schoolwork
10. To support the school as it applies and implements the rules and regulations of the student handbook

1.05 STATEMENT OF PHILOSOPHY OF CHRISTIAN EDUCATION

The philosophy statement of Bible Baptist School provides the foundation for its existence. The school operates on the premise that true education can only take place in an atmosphere where God is honored and His Word taught and all academic subjects and activities are viewed through the filter of scripture. The following statements represent the heartfelt convictions of each board member, administrator, teacher, and staff member at the school.

1. God is the Creator, Sustainer, and Sovereign of the universe. (Gen 1:1-31, John 1:1-14, Isaiah 40:28, Isaiah 45:18, Hebrews 1:3, Daniel 4:17, Exodus 15:6, Job 37:23, John 13:3, Colossians 2:10)
2. God has revealed Himself to man through creation, the Bible, and the Incarnation. (Romans 1:20, Luke 24:26-7, Luke 16:31, Luke 24:44, John 1:1-14, John 17:14)
3. Jesus Christ is God and is the One that can bring man to a saving relationship with God. (John 8:58, Hebrews 12:2, Matthew 28:19, John 1:1-14, Hebrews 1:3, 1 Thessalonians 5:9, 2 Timothy 2:10, Acts 4:12, John 10:9, Acts 15:11)
4. The Holy Spirit is God and is the One that indwells the Christian, convicting him of sin, illuminating the truth of God to him and empowering him to obey God. (Psalm 51:11, Matthew 28:19, Mark 13:11, John 14:26, Acts 4:31, 2 Timothy 1:14, Titus 3:5, Ephesians 1:13)
5. Man was created in the image of God and without sin. (Genesis 1:26-7, 31, 1 Corinthians 11:7, John 1:1-14)
6. As a result of the fall, all men are born separated from God and alienated from Him. (Romans 1:18-27, Romans 3:3, Isaiah 59:2, Ephesians 4:18)

7. Fellowship with God can only be restored through salvation in Christ. (1 Thessalonians 5:9, 2 Timothy 3:15, Hebrews 9:28, Acts 4:12)
8. The Bible reveals who God is, what He has done, and His standard of conduct for man. (Psalm 119, John 19:28, Galatians 3:8, Galatians 3:22, 2 Timothy 3:16, James 2:8, Exodus 20:1-21, Joshua 22:5)
9. The mandate for Christian education comes from God's command that children are to be taught to love God and to give Him first place in their lives. While the primary responsibility for this task lies with the parents, the structure and nature of our society has made it necessary for parents to partner with others in this endeavor. Bible Baptist School exists to assist parents in the education of their children by:
 - a. presenting the plan of salvation to all students;
 - b. emphasizing both correct thinking and proper conduct;
 - c. recognizing that all truth is God's truth;
 - d. integrating Scripture with all academic subjects;
 - e. recognizing that each student is uniquely created and must be instructed accordingly;
 - f. helping students prepare themselves personally and vocationally in accordance with God's will;
 - g. attempting to harmonize the goals of the school with those of the home and local church;
 - h. teaching that "the chief end of man is to glorify God and enjoy Him forever."

1.06 STATEMENT OF GOALS

Our goal is to develop each student socially, intellectually, physically, and spiritually to the honor and glory of God. We will do this in each area by:

Socially

1. preparing students to be righteous citizens;
2. preparing students to function in a family unit;
3. preparing students to appropriately handle interpersonal relationships.

Intellectually

1. helping students integrate God and the Bible with all academic subjects;
2. helping students develop a lifelong love for learning;
3. helping students prepare vocationally to accomplish God's will in their lives.

Physically

1. teaching them that the body is the temple of the Holy Spirit and is not to be abused by drugs, alcohol, tobacco, improper diet, or deviant sexual behavior;
2. teaching them to develop a sound body through physical fitness and good health habits.

Spiritually

1. presenting the plan of salvation to each student;
helping Christian students to grow in their faith through prayer, Bible study, witnessing, and involvement in the local church;
3. aiding students in discovering and developing their spiritual gifts.

1.07 BRIEF HISTORY

Sensing God's leading to start a Christian elementary school on the West Shore, the members of Bible Baptist Church approved the establishing of Bible Baptist School. In the fall of 1973, with 84 pupils and 5 full-time faculty members, BBS officially began educating students in grades 1-8. In 1974 kindergarten was added. The high school was started in 1978 and graduated its first class in 1981. A new Activities Center with a gym, cafeteria, two classrooms, and a science lab, was constructed in 1982. In 1993, an educational wing was added to the Activities Center, housing 6 large classrooms and an office complex. In 1995, a third floor was added to Carey Hall, giving us an additional 5 elementary classrooms. A pre-kindergarten program was added in 2003.

During the 1993/94 academic year, BBS received full accreditation from the Middle States Association of Colleges and Schools and the Association of Christian Schools International. The school was reaccredited in 2003.

2.00 ACADEMICS

For the current Academic policies, please see the school's website at www.bbsk12.org under the Guidance Section.

3.00 PROCEDURES AND POLICIES

3.01 ADMISSIONS POLICY

The following criteria will be used in admitting and readmitting students to our school:

1. At least one parent/sponsor must be a born again Protestant Christian and be active in a Bible-believing church.
2. A parent must sign the "Parental Agreement" and agree to the rules of the school as stated in the handbook.
3. A pastoral recommendation form must be filled out by the pastor of the parent's/sponsor's local church and returned to the school.
4. Families with children currently enrolled in the school will be given priority in registering their children for the next academic year.
5. All students are accepted on a provisional status. At the end of the first marking period, each student's academic progress, attendance record, and behavioral pattern will be reviewed to determine if the child should continue at the school. This process will be repeated at the end of the second marking period if the situation warrants.
6. A transfer student will not be admitted after the first marking period unless unusual circumstances exist or the family has just moved into the area.
7. All students will be required to comply fully with the state of Pennsylvania's immunization policy.
8. The parents must agree that:
 - a. the school has full discretion for the grade placement of children;
 - b. they will meet all tuition and other financial obligations; and
 - c. that they will willingly support the school in prayer and in lending practical help as required by the school.
9. All prospective students in grades K through 12 will be given an entrance test to determine if the prospective student fits the educational requirements of the school. On the day of testing, students are to bring their most recent report card (except kindergarten). High School students must bring their transcript from grades 9 and above. Bible Baptist limits its enrollment based on our inability to provide certain students having learning disabilities, emotional disturbances, A.D.D., etc., with an education that meets their individual needs.
10. Prospective kindergarten students must be five years old by September 30 of the school year.
11. Acceptance or rejection of applicants will be by written notification.
12. It is the policy of the school not to admit students who have been expelled from another school or have repeated more than one grade.
13. Parents must be interviewed by the Administrator or other school officials. Students in grades 6-12 must also be interviewed.
14. Families transferring their children from private or Christian schools must have settled all financial obligations at the previous school.
15. For students first entering school and those entering grades 6 and 11, a physical examination by a physician is required. For students first entering school and those entering grades 3 and 7, a dental examination is required.
16. For each student applying, the following must be provided:
 - a. completed application form
 - b. immunization record
 - c. pastor's recommendation
 - d. current report card (except kindergarten)
 - e. signed release of records form
 - f. proof of age
17. Bible Baptist School's biblical role is to work in conjunction with the home to mold students to be Christlike. On occasion, the atmosphere or conduct within a particular home may be counter or in opposition to the biblical lifestyle the school teaches. This includes, but is not necessarily limited to, sexual immorality, homosexual sexual orientation, or inability to support the moral principles of the school. In such cases, the school reserves the right, within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student.
18. It is the policy of Bible Baptist School not to discriminate on the basis of an applicant's race, color, national or ethnic origin, or gender.

3.02 ADMISSIONS STANDARDS

Students will:

1. Demonstrate average to above average achievement on the entrance examination.
2. Demonstrate average to above average grades on their most recent report card.
3. Are spiritually, socially, and emotionally well adjusted.
4. Have parent(s) that profess faith in Jesus Christ.
5. When applicable, a desire to attend Bible Baptist School.

Students who meet all the criteria listed above are admitted to the school. Students not meeting one or more of the criteria may be admitted upon approval of the division principal and administrator.

3.03 TUITION POLICY

1. Tuition payment options are annual or monthly. The annual payment, due by August 1, is discounted. Monthly installments may be paid in 10, or 12 consecutive payments. Monthly tuition payments are paid to FACTS, the school's tuition management company.
2. Unpaid tuition beyond two months will result in the student being ineligible to attend school.
3. Report cards and official records will be withheld when tuition and other fees are overdue.
4. Students who withdraw from the school for any reason after August 1 will be charged tuition in full for each month attended (one-tenth of full tuition). Tuition for families enrolling after September 30 will be pro-rated (one-tenth of full tuition for each month remaining in the year).
5. Students will not be permitted to begin a new school year with the previous year's account unpaid.
6. Registration and re-enrollment fees are not refundable.

3.04 ABSENCE

3.041 In cases of missed school, the following will apply:

1. Excused absences are granted when students are sick or circumstances beyond their control prevent them from being in school. One week's advance notice should be given for family vacations, church retreats, and/or college visits (juniors and seniors only). A maximum of five days is allowed. Or if the student is on an educational field trip with their parents/guardians and approved by the administration. Bible Baptist School is not responsible for any injury or loss howsoever described that occurs when a student is off campus at the request of the parent or guardian and not involved in any school sponsored activity. In the event that a parent or guardian takes their child off campus for any activity, the school does not sponsor, the parents or guardians agrees to hold harmless and indemnify the school for any judgment and costs involved with defending the school including attorney's fees and costs of suit.
2. Unexcused Absences are given when a properly completed slip is not turned in to the office within three days of the absence or when conditions presented above are not met.
3. Illegal Absences are given for truancy or willfully missing school for no legitimate reason including but not limited to "Senior Skip Day." All missed work will receive a zero. A one day in-school suspension will result. A third offense will result in dismissal.
4. When a student is absent from school, the parent/guardian must call the office by 9:00a.m. to verify the students absence at 737-3550, ext.5. If a call is not received, the office will contact the parent/guardian.

3.042 All absences, regardless of the reason, must be verified by an absence slip from home listing the days absent and the reason for absence. The absence slip must be signed by one parent and be sent in when the child returns to school. Failure to bring in an absence slip within three days of returning to school will result in a detention. If three or more days are missed in a row, the student may be asked to bring an excuse signed by a doctor. Also, accumulated absences deemed to be excessive could result in a doctor's excuse being requested for each succeeding absence. Regular attendance habits will enhance good achievement and establish good working habits for later in life.

3.043 Early dismissal will be granted and late arrival approved for doctor or dental appointments or for other requests viewed by the school as appropriate. A request to leave early must be given in writing to the homeroom teacher at the beginning of the school day. Late arrivals must be accompanied by a signed excuse from the parent. The request or excuse MUST have the reason for the early dismissal or late arrival.

3.044 In all cases of absence, it is the student's responsibility to make up missed work. Students should go to each subject teacher and request missed assignments. Students have one day for each day missed to make up work unless other arrangements have been made with the teacher. When more than one day is missed, we will send books and assignments home if the parent calls the school office and makes arrangements to have materials picked up. (See Section 2.10)

3.045 A written excuse from a child's doctor or parents is necessary to be excused from Physical Education. An academic penalty will be assessed when a student fails to participate in PE class without a written excuse.

3.046 Tardiness

1. A student will be considered tardy for school if he or she is not in homeroom at 8:12 a.m.
2. Tardiness Considered Absence: Students who arrive at school later than 11:00 a.m. or leave before 1:00 p.m. for appointments or for any other reason will be considered absent for a half day.
3. Tardy Policy: After the third and subsequent unexcused tardy per semester, a student will receive a detention. Classroom credit will not be given for work missed as a result of an unexcused tardy.

3.047 Illness: If your child exhibits any of the following symptoms, please do not send him or her to school: vomiting, diarrhea, fever of 101 or greater, flu-like symptoms, ****redness of eye sometimes accompanied by a discharge or matting of the eyelashes (commonly known as "Pink Eye"), diagnosis of strep throat****. If upon arrival at school or sometime during the course of the day a student exhibits any of the above symptoms, the parents will be immediately notified and requested to take the child home.

****Conjunctivitis (Pink Eye) and Strep Throat:** Before returning to school, a student must have a note FROM A PHYSICIAN stating that antibiotic therapy has been established for at least 24 hrs.

3.048 Any student missing more than 27 school days, unless unusual mitigating circumstances occur, will not be promoted to the next grade level even if the student is passing all course work.

3.05 SCHOOL SUPPLIES

IMPORTANT: Names should be placed on ALL school supplies. This includes lunch box or bag, sweaters, coats, boots, or anything that can be lost or mislaid at school. Textbooks are provided for all students. However, notebooks, pens, pencils, paper, calculators, Bibles, etc. must be purchased.

3.06 LOCKERS

Lockers should be kept neat and clean at all times. Items that are left on top of lockers will be periodically brought to the school office.

NOTE: Tampering with another person's lock or looking through another person's locker without their direct permission can result in suspension from school and a parent conference.

All lockers are the property of the Bible Baptist School. The school may inspect lockers and take whatever disciplinary action may be necessary.

3.07 VALUABLES

Do not bring to school the following:

- 1) excessive amounts of money; 2) family heirlooms;
- 3) valuable jewelry; 4) any unnecessary items of value

We cannot be responsible for the safety of any personal belongings left unattended. Valuables should be locked in lockers or taken to the office for safekeeping.

3.08 SCHOOL PROPERTY

The school and its surrounding grounds are the property of Bible Baptist Church; therefore, they belong to God through His people. It is part of our job to keep the property in good repair and tidy as a testimony to the cause of Christ in our community.

It is the practice of the school not to promote or publicize any other church's or parachurch's activities.

3.09 TEXTBOOKS

Textbooks are the property of Bible Baptist School and must be cared for carefully. Hardback textbooks must be covered at all times. No marks of any kind are permitted to be made in books (unless a workbook). If a book is lost, it will be the responsibility of the student to replace the book. Some paperback books and workbooks will become the student's property at the close of school.

3.10 CHAPEL

Chapel services will be held weekly. Unless otherwise notified, students are required to bring their Bibles.

3.11 MEDIA CENTER POLICIES

3.111 Circulation - Books may be checked out for 2 weeks. Twenty-five cents a day fines are charged for overdue books and a charge will be made for lost books and other materials so that they may be replaced. Report cards are withheld until fines are paid and/or books are returned. Resource material (encyclopedias, dictionaries, etc.) and materials on the reserved shelf may only be borrowed overnight. The newest edition of an encyclopedia does not circulate; they must be used within the library. Computers and the internet are to be used for school research only.

3.12 FIELD TRIPS

Permission slips must be signed by one parent for each field trip. **ONLY STUDENTS CURRENTLY ENROLLED AT BBS MAY GO ON FIELD TRIPS.** Students not attending a school-sponsored field trip may be required to report to school to do assigned work, report to school to do general maintenance work, or remain home and do assigned work. All school rules and policies apply on all field trips and on all school-sponsored events.

3.13 CELL PHONES

The use of cell phones and the sending and receiving of text messages during the academic day may only occur with permission and must be done in the secondary school office. The camera feature of a cell phone may not be used on school property at any time. Before and after school they may be used only for making phone calls. All unauthorized use of cell phones will result in their confiscation and a parent conference.

3.14 LUNCH PROGRAM

The school sells milk and other beverages each day to all students. There is also a hot lunch program and many a la carte items. All food and drink must be consumed in the cafeteria.

3.15 FIRE DRILLS

The school periodically conducts fire drills and intruder drills.

3.16 ACCIDENTS

All accidents must be reported to the office. A school nurse is either on duty or can be called to the school in an emergency. The school does not provide any type of medical insurance. All claims must be submitted to the student's private health care provider.

3.17 SAFETY

It is our obligation to see that the facilities of the school and the operation of our daily routine provide a safe place for work and play. With this in mind, we ask students to cooperate by not running in the halls, pushing or shoving, especially around the drinking fountains or in the restrooms. Students may not leave the school property unattended during the academic day without parents and/or administrative permission.

3.18 TRANSPORTATION

3.181 Use of Public School Buses

1. Get on the bus in an orderly manner.

2. Obey the rules of the bus driver.

Misconduct on the bus may result in suspension and/or loss of bus privileges.

3.182 Use of Private Vehicles

1. The use of private cars by students for transportation is permitted providing the following procedures are employed:
 - a. Permission must be granted by the office. A "Driving Permission" form is available through the office and must be signed by one parent.
 - b. Students may not transport other students in their car (except members of the immediate family) unless letters are on file from both sets of parents requesting such transportation be allowed.
 - c. No one is permitted to sit in or move any vehicle between 8:15 a.m. and dismissal.
 - d. Strict safety rules must be adhered to at all times. A 15-mile per hour speed limit will be effect while driving in either parking lot.
 - e. No student will be permitted to drive to any field trip or athletic event (as a participant) unless unusual circumstances exist and permission is granted by the parent and school.
 - f. A \$5.00 fine will be levied against student drivers who drive recklessly, too fast for conditions or have excessively loud radios. NOTE: Violations of any of the above regulations or the violation of good common sense driving habits may result in the suspension of driving privileges.
 - g. The school reserves the right to inspect students' vehicles and take whatever disciplinary actions are necessary, including notifying the proper authorities if illegal materials are found.
2. Parents who transport their children to and from school are asked to adhere to the following policies: children are not to be brought to school before 7:45 a.m. or left at school past 3:00 p.m.; obey safety patrols at all times; and do not park or wait in your car on Rupp Avenue.

3.19 SCHOOL OFFICE

The school office is for school business only.

3.20 HOME SCHOOL COMMUNICATION

During the school year, students will be asked to carry home to parents various forms, information, etc., from the school. Please remember that these communiqués are important to us and to parents.

3.21 CLASS PARTIES

Class parties must be approved through the office. Areas used are to be cleaned.

3.22 USE OF ACTIVITY CENTER

The use of the gym is restricted for Physical Education class or organized, supervised play.

3.23 WEATHER EMERGENCY

All delays and school closings will be announced on WHP (580 AM), WGAL (Channel 8), WHP (Channel 21), WHTM (Channel 27). On delay days, parents transporting students should have them at school by 9:00 a.m. for one-hour delays and 10:00 a.m. for two-hour delays. The school follows the Mechanicsburg School District closing and delay schedule. School closings and delays are posted on the home page of www.bbsk12.org.

3.24 VISITORS

- 3.241** All visitors (including current parents, former parents, and students) must register in the school office and obtain and wear a visitors badge.
- 3.242** Parents are welcome to attend classes and observe instruction. However, we request that permission be obtained in advance of the visit by notifying the administrator's office. We can then be assured that visits will not occur during inappropriate times (example: test period).
- 3.243** Students wishing to visit the school should:
 1. be prospective students desiring more information

2. have permission through the office
3. visit for only part of a day, preferably mornings
4. adhere to the dress code

Students who have been dismissed from BBS are not permitted to visit the school.

3.25 CLASS OFFICERS

Each spring the high school classes will elect class officers. Qualifications for each candidate are as follows: They must have a "C" average, fewer than 8 demerits from the previous year, and be approved by the administration.

3.26 STUDENT SENATE

Each spring Student Senate elections are held. Each class elects representatives. From the future junior and senior classes a president, vice-president, treasurer, and secretary are selected. Please consult the by-laws of the Student Senate for more details.

3.27 CUSTODIAL PARENTS

Custodial parents will be required to notify the school in writing specifying the date and time when the non-custodial parent is permitted to pick up his/her child/children from school.

3.28 BIBLE MEMORY WORK

Bible memory work should be done in the NIV or in the KJV, if parents so desire.

3.29 DRAMA ELIGIBILITY

Students failing two or more major subjects may be declared ineligible for drama. The administrator and drama director will make the final decision.

3.30 PROBATION

Students who experienced academic or behavioral problems from the previous year may be admitted to the school on a probationary basis, as determined by the Administration. A student on probation will have his or her grades and/or behavior reviewed at the end of every interim and marking period. Failure to meet the standards established by the administration will result in the student being dismissed from the school.

3.31 DISSECTION POLICY

Students may refuse to dissect, vivisect, incubate, capture, or otherwise harm or destroy animals, or any parts thereof, as part of their course of instruction. Those who refrain from participation or observation will be offered an alternative education project. Students will not be discriminated against based on their decision to exercise their rights afforded in this policy.

3.32 COMPUTERS

All school computers are provided for the academic benefit of the school's students. Use of the school's computers will be monitored and appropriate action will be taken if violations occur. Students and their parents are required to sign the school's Computer Responsibility Contract on a yearly basis. Students are not permitted to have or use their own personal computers at the school or on school property.

3.33 ANIMALS

Parents and/or students are prohibited from bringing animals into the school's buildings or having them on school property.

3.34 BANQUETS

The Homecoming banquet and the Junior/Senior banquet are high school only activities. Students below ninth grade may not attend. Guests from outside of Bible Baptist School must complete and return a Guest Permission Form to the High School Principal prior to the date of the event. Guests may not have reached the age of 21.

4.00 ATHLETICS

4.01 MIDDLE SCHOOL (GRADES 6-8)/HIGH SCHOOL (GRADES 9-12)

1. Bible Baptist School is a member of the Commonwealth Christian Athletic Conference and the Pennsylvania Interscholastic Athletic Association (high school).
2. Our school offers interscholastic competition in the following sports:
 - a. Middle School
 - 1) Boys - soccer, basketball, track
 - 2) Girls - volleyball, basketball, soccer, track
 - b. High School
 - 1) Boys - soccer, golf, cross country, basketball, baseball, track
 - 2) Girls - volleyball, golf, cross-country, basketball, soccer, track

4.02 ELIGIBILITY

In order to be eligible for athletic or cheerleading competition, certain academic requirements must be met.

4.021 Middle School: At Interim Report and Report Card time, a full-time student failing two or more 1, .5, or .4 credit subjects will be ineligible for at least 13 school days. A half-time student will be ineligible when failing one 1, .5, or .4 credit course. If a course meets just once a week, two such courses will be equivalent to a .4 credit course. An "Incomplete", unless due to an extended absence, will be considered a failure. If a student does not become eligible at the end of the first probationary period (13 days), he or she will be ineligible until the next report card or interim report is issued. If eligibility is not restored at that time, the student will be removed from the team. Ineligible students will not be permitted to practice or travel to away games.

4.022 High School: The school meets or exceeds the minimum standards set by the P.I.A.A. Please see the Athletic Handbook for details.

A student receiving a suspension will be ineligible to participate in the next scheduled game.

4.03 POSITION ON SPORTS

Bible Baptist School involves its athletes in interscholastic sports in order to build character, teach discipline, and to win within the rules of the game. Athletes are to display good sportsmanship and be testimonies for the Lord.

4.04 PARTICIPATION

It may become necessary for a coach to reduce the number of players on his or her team. It may be that not all team members will participate in every game. The coaches will make every effort to play as many students as possible.

4.05 ATTENDANCE REQUIREMENTS

To compete in high school inter-scholastic sports, a student must attend BBS for a least a half day and be taking 4 credits. In middle school, a student must be taking at least 3 credits. Students must be in class by 9:00 a.m. to participate in a game or practice scheduled for that day unless at a scheduled medical appointment.

4.06 SPECTATOR ATTENDANCE

No fans will be permitted to travel with the team to away games.

4.07 UNIFORMS

Athletic and cheerleading uniforms are not to be worn to classes during the school day.

4.08 AWARDS

The following criteria are used in awarding athlete's letters.

1. Baseball A player must appear in at least ½ of all innings played.
2. Basketball A player must appear in at least ½ of all quarters played.
3. Soccer A player must appear in at least ½ of all halves played.

4. Track A player must compete in 3/4 of the meets and score at least 10 points.
5. Volleyball A player must participate in at least ½ of all games played.
6. Cheerleading A cheerleader must participate in 3/4 of all games for the season.
7. Cross-Country A runner must participate in 3/4 of all meets.
8. Golf A player must participate in 2/3 of all matches.

To qualify for a letter, an athlete must finish the season in good standing. Any athlete earning a letter after his or her first will receive a gold pin. All awards for fall and winter sports will be presented at the annual Sports Banquet. Awards for spring sports will be presented at a special assembly at the end of the season.

Special awards will be presented to members of each sports team as determined by the head coach. All Varsity, JV and Middle School athletes will be eligible for the following awards: Coach's Award, Most Improved, and Christian Testimony.

4.09 PHYSICALS

A physical is required for each sports season in which a **high school** athlete participates. These physicals must be given during time periods established by the P.I.A.A. In the **middle school**, only one physical per year is required. The only acceptable physical form will be the one provided by the school. Also, all students must fill out an emergency medical form that will include the family's medical insurer, policy number, and signature of one parent or guardian.

4.10 FEES

A \$50.00 fee per student per sport will be charged to help offset vehicle and other expenses.

4.11 ATHLETIC HANDBOOK

Athletes are given an Athletic Handbook each year they participate in the BBS sports program. Please refer to the handbook for more details.

5.00 STUDENT BEHAVIOR

5.01 SPECIFIC RULES

1. The possession of matches, lighters, tobacco in any form, and firecrackers is strictly forbidden and will result in an immediate two-day suspension. The possession of drug paraphernalia will result in a five-day suspension. Suspension will necessitate a parent conference for re-admittance to school.
2. Possession and/or use of alcohol and drugs (in the school, on school property, on school vehicles, or at school activities) is forbidden. Any student who violates this section shall be disciplined. The administration shall impose appropriate punishment, which may include expulsion from school. The use of tobacco on campus will result in a three-day suspension and may result in dismissal from the school. The use of tobacco, drugs, or alcohol off campus may result in dismissal from the school. The Judiciary Committee will make the final decision.
3. If a child needs to receive medication during school hours, please send in medication in its original container to the office along with instructions regarding when the dose is to be given and if it needs to be refrigerated. Students may not keep any form of medication in their lockers or on their persons or dispense it to other students. Any student who violates this section may be suspended from school. A form for authorization for medication to be taken during school hours should be completed and sent in with the child. These forms are available from the school office.
4. Holding hands, embracing, or any type of physical contact between male and female students is forbidden during the day or during any school-sponsored functions.
5. Electronic games, radios, tape players, televisions, or similar type audio-visual equipment should not be brought to school. All other electronic devices including, but not limited to, video recorders and cameras are forbidden to be used during the school day unless authorized by the faculty or administration of Bible Baptist School. The administration shall impose appropriate discipline, which may include expulsion from the school.
6. Fighting will result in a three-day out-of-school suspension. Suspension will result in a parent conference for re-admittance to school. A second fighting infraction may result in dismissal from school.
7. All academic and disciplinary responsibilities, including a detention during the final week of school, must be completed before the report card is issued.
8. Any disrespect for authority and school regulations in attitude, action, or words will result in disciplinary action.
9. Students who cut class and leave the school property will be given a one day out-of-school suspension.

10. Any female student becoming pregnant or male student causing a pregnancy will be immediately dismissed from the school for the year. Seniors will be allowed to finish the year under a homebound program. However, they will not be allowed to participate in the graduation ceremony. Underclassmen dismissed during the fourth quarter will be permitted to finish the school year under a homebound program. Underclassmen are eligible for re-admittance upon the recommendation of their pastor and the approval of the Judiciary Committee. A female cannot be readmitted until after the delivery of the child.
11. Knives, guns, and anything capable of being used as a weapon are forbidden in the school, on school property, in school vehicles, or at school activities. Any student who violates this section shall be disciplined. The administration shall impose appropriate discipline, which may include expulsion from school.
12. Any type of pornography, (including, but not limited to), magazines, the Internet, movies or anything tangible is forbidden in the school, on school property, in school vehicles, or at school activities. The posting and displaying of objectionable and hurtful pictures, videos, or data on the internet or anywhere else is strictly forbidden. Any student who violates this section shall be disciplined. The administration shall impose appropriate punishment, which may include expulsion from school.
13. Anyone who cheats on their work or allows anyone to copy from them will receive three demerits and a "0" for the work.
14. Any form of harassment, including sexual harassment, is absolutely forbidden. Any incident of possible harassment should be immediately brought to the attention of the building principal who will thoroughly investigate the matter in confidence. The administration shall impose appropriate discipline, which may include expulsion from the school.

5.02 DEMERITS/DETENTION/SUSPENSION

Students receiving demerits must have the demerit slip signed by a parent and returned to the school the next day.

Demerits in the 1-demerit category (exception: "disorderliness") will be taken away if the student goes 30 days without a demerit. A maximum of 3 demerits can be forgiven.

Demerits will be assigned as follows:

Class A Demerits

1 demerit

- disorderliness
- technology violation

2 demerits

- unexcused absence from class or study hall
- failure to report to detention
- improper attitude during chapel or classroom devotions
- disrespect of other student(s)
- lying

3 demerits

- improper language
- disrespect of faculty or staff
- destruction of or defacing property
- cheating (work receives a zero grade)
- stealing

Class B Demerits

1 demerit

- unexcused tardy to class
- dress code violation
- chewing gum
- talking in study hall or class
- uncovered textbook
- handbook violation
- failure to bring back signed demerit slip the next day

Accumulation of "A" demerits will result in the following:

- 4 demerits: one detention
- 8 demerits: a one-day out-of-school suspension
- 11 demerits: a two-day out-of-school suspension
- 14 demerits: a three-day out-of-school suspension

No students are allowed on school property on the day(s) they are serving an out-of-school suspension.

When 16 demerits are reached, the student is on suspension until the next meeting of the Judiciary Committee. The student's continuance at Bible Baptist will be discussed. Parents may request a hearing with the Judiciary Committee prior to that meeting. The accumulation of 3 offenses in the "3" demerit category may result in dismissal from the school.

Accumulation of "B" demerits will result in the following:

- 4 demerits: one detention
- 8 demerits: two detentions
- 12 demerits: three detentions
- 16 demerits: a one-day out-of-school suspension

When eighteen (18) demerits are reached, the student is on suspension until the next meeting of the Judiciary Committee. The student's continuance at Bible Baptist will be discussed. Parents may request a hearing with the Committee prior to that meeting.

As a school we cannot anticipate every disciplinary problem. Therefore, the possibility exists that the administration will dismiss or discipline a student, or a teacher give a demerit, even though no specific rule of the handbook has been violated.

Detention Hall: Detention Hall is a procedure employed at Bible Baptist School to obtain corrected student behavior. To be effective, it must receive complete parental support and reinforcement. Detention is usually served on a Wednesday from 3:00-4:00 p.m. Parents are informed prior to the administration of detention and are responsible to see that the student receives transportation home.

5.03 DRESS CODE

For the current dress code policy, please see the school's website at www.bbsk12.org.

5.04 JUDICIARY COMMITTEE

The Judiciary Committee is an ad hoc committee that meets to adjudicate serious discipline issues. The committee is made up of one administrator, three teachers, and one Board member. The teacher(s) and/or administrator(s) involved in the original discipline will not serve on the judiciary committee.

6.00 HANDBOOK REVISION

The school reserves the right to change or amend the handbook during the academic year.