



# Lifestyle

Christian School

## Parent/Student Handbook

### 2017-2018

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Membership in and Accreditation by:

*Advance Education, Inc. (AdvancED)*  
*Association of Christian Schools International (ACSI)*  
*International Christian Accrediting Association (ICAA)*

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# Introduction

Lifestyle Christian School (LCS) has served the families of Conroe, Montgomery County, and the surrounding areas for over 30 years. LCS was founded in 1985 as a ministry of Conroe First Assembly of God Church, offering a quality, affordable Christian education.

## CORE VALUES

**Truth:** God's Truth, revealed through the Bible - the inspired, infallible and authoritative word of God (John 17:17; John 8:31-32; Psalm 25:5; John 14:6; 2 Timothy 3:16; Ephesians 6:14; 1 John 5:20)

**Integrity:** Honesty, trust, and Christian character are the pillars of our relationships and endeavors (Proverbs 10:9; Proverbs 11:3; Proverbs 20:7; Colossians 3:23; Luke 16:10; 1 Timothy 1:5; 1 Peter 2:12)

**Respect:** Reverence for all things sacred; honor for all authority; and esteem, regard, and preference for all classmates, peers and others (Matthew 7:12; Romans 12:10; Exodus 20:12; Philippians 2:3; Romans 13:1-2; 1 Thessalonians 5:12-13; 1 Peter 2:17)

**Collaboration:** Working together in partnership; sharing knowledge, talent, information, and skills; teamwork and accountability (Romans 2:4-6; Ecclesiastes 4:9-12; 1 Corinthians 12:20-25; Proverbs 27:17; Proverbs 15:22; Ephesians 4:6; 1 Peter 4:10)

**Learning:** Growth in knowledge, wisdom, and understanding; transformation and change; daily renewing and conforming into His image (Proverbs 1:7; Proverbs 18:15; Proverbs 9:9; Proverbs 10:17; Proverbs 4:5-6; Proverbs 22:6; 2 Timothy 3:16; 1 Peter 3:18; Ephesians 4:22-24; Psalm 32:8; Romans 12:2)

## MISSION STATEMENT

Lifestyle Christian School exists to serve families, churches, and the community by providing a Bible-based, Christ-centered, K-12 education marked by excellence in academic achievement through the development of Christian character and a Biblical worldview.

Lifestyle is a discipleship-model school and an extension of the Christian home. We partner with families and churches to provide a Biblical foundation that prepares our students to be lifelong disciples of Christ.

At LCS we train each student mentally, emotionally, socially, physically, and spiritually for a lifetime of success.

## **VISION STATEMENT**

### **2017-18: A YEAR OF TRANSFORMATION**

Transformed Classrooms • Transformed Teaching • Transformed Lives

*“Do not conform to the pattern of this world, but be transformed by the renewing of your mind. Then you will be able to test and approve what God’s will is—His good, pleasing and perfect will.” (Romans 12:2)*

## **STATEMENT OF FAITH**

### **We believe:**

- The Scriptures are inspired by God and declare His design and plan for mankind.
- There is only One True God—revealed in three persons—Father, Son, and Holy Spirit.
- In the Deity of the Lord Jesus Christ. As God's son, Jesus was both human and divine.
- Though originally good, man willingly fell to sin—ushering evil and death, both physical and spiritual, into the world.
- Every person can have restored fellowship with God by trusting Christ, through faith and repentance, to be our personal Savior.
- In two biblical ordinances—(1) water baptism by immersion after repenting of one's sins and receiving Christ's gift of salvation, and (2) Holy Communion as a symbolic remembrance of Christ's suffering and death for our salvation.
- In the Baptism in the Holy Spirit is a special experience that empowers believers for witnessing and effective service.
- The initial physical evidence of the baptism in the Holy Spirit is “Speaking in Tongues,” as experienced on the Day of Pentecost and referenced throughout Acts and the Epistles.
- Sanctification is an act of separation from that which is evil and a dedication unto God.
- The Church is the body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of her Great Commission.
- A divinely called and scripturally ordained leadership ministry serves the Church.
- Divine healing of the sick is a privilege for Christians today and is provided for all believers in Christ's atonement.
- The resurrection of those who have fallen asleep in Christ and their translation together with those who are alive and remain unto the coming of the Lord is the imminent and blessed hope of the Church.
- In the Millennial Reign of Christ when Jesus returns with His saints at His second coming and begins His benevolent rule over earth for 1,000 years.
- A final judgment will take place for those who have rejected Christ.

- In the perfect New Heavens and a New Earth that Christ is preparing for all people, of all time, who have accepted Him.

### **Statement on Biblical Marriage and Sexual Purity**

We believe God’s original design, as set forth in Scripture, is for complete fidelity (physically, emotionally, and spiritually) within heterosexual and monogamous marriage. Regardless of one’s marital status, we believe the Christian should pursue purity and abstain from sexually immoral practices such as adultery, premarital sex, homosexuality, and pornography.

(Matthew 19:4-6; 1 Corinthians 6:9-20; Ephesians 5:3-14)

### **CHRISTIAN PHILOSOPHY OF EDUCATION**

Lifestyle Christian School presents all learning objectives from a Christian perspective and a Biblical worldview. In order for an educational program to be academically sound and effective in instruction it must be founded upon Christian principles that recognize the nature of:

- **God** – Designer, Creator, and King over everything; all powerful, all knowing, ever present; the ultimate arbiter of justice, mercy, grace, and truth (Psalm 100:5; Psalm 119:90; Isaiah 40:28; Ephesians 4:6; Hebrews 4:16)
- **Truth** – absolute, eternal, and unchangeable; founded in God; revealed through scripture; personified through Jesus (Psalm 25:5; Psalm 119:160; John 14:6; 2 Timothy 3:16-17; 3 John 1:2-4)
- **Man** – made in God’s image; separated by sin; redeemed by the blood of Jesus; designed with a free-will and choice; created on purpose with purpose; transformed and renewed into His image daily (Genesis 1:27; Joshua 24:15; Psalm 138:8; 1 Corinthians 15:21-22; 2 Corinthians 4:16)
- **Knowledge** – begins with the fear of the Lord; is hidden in Christ; is pleasant to the soul; leads to fullness of life; preserves, protects, and guards; provides for a future (Proverbs 1:7; Proverbs 2:10-11; Proverbs 3:21-26; Proverbs 24:14; Colossians 2:1-3)

We believe that the family – the Christian home – was designed by God as the primary source of training and development of Christian character in the life of a child. The Church was ordained by Him, as a secondary source, to further the spiritual nurturing of a Christian young person. The Christian school is uniquely equipped to serve both the home and the church by providing an instrument of formal education with Christ-centered curricula.

A Christian Education provides support for academic, athletic, and artistic expression to the glory of God. The integration of Biblical truth is central to our mission.

A Christian home and a personal relationship with Jesus are paramount to a student’s academic, social, emotional, physical, and spiritual development.

## **GOALS FOR FACULTY AND STAFF**

The administration of Lifestyle Christian School commits to provide:

- A safe, orderly, and wholesome environment that is conducive to learning
- A well-qualified and credentialed, Christian staff committed to Christian education and to ministry
- The best educational curricula and the tools available to facilitate learning
- Continuing education and professional development to equip faculty for Biblical integration, the development of Christian character, and effective classroom management, communication and instruction for every student and learning style
- Ministry to the whole student: spirit, soul, and body
- Opportunities to equip students to become strong Christian leaders as they discover and pursue His higher calling

The faculty of the school will endeavor to:

- Employ research based pedagogy to maximize instructional effectiveness
- Work with students, parents, and community to provide an atmosphere of mutual respect and trust
- Challenge students, parents, and fellow staff members by word and Christian example
- Instill into the hearts of our students a love for learning and a passion for Jesus
- Embrace America's Christian heritage and teach the Biblical mandates that allow God's blessings and favor to be poured out in our nation

## **GOALS FOR STUDENTS**

Lifestyle Christian School is intent on preparing students for success at the next level, wherever God's calling may lead them. In addition to academic, athletic, and artistic achievement, it is our sincere hope and earnest expectation that a student coming out of LCS will be marked by the following distinctions:

- Godly priorities
- Christian character
- Passionate pursuit of God's calling and purpose
- Critical thinking
- Problem solving
- Servant leadership
- A biblical worldview
- A heart for the lost

## **SPIRITUAL FORMATION GOALS FOR STUDENTS**

At Lifestyle Christian School:

- We want every student to be exposed to the plan of salvation on a regular basis and have the opportunity to respond when they are ready.
- We will prepare students to clearly present salvation's plan to others and to actively look for opportunities to share the Gospel.
- We want each student to love Jesus, passionately pursue Him, and hunger for His Word.
- We want our students to learn to hear and follow the leading of the Holy Spirit.
- We will emphasize the importance of the Biblical ordinances of water baptism and communion and encourage each student to connect with his or her home church in these areas.

## **COOPERATION AGREEMENT**

Lifestyle is a Christian school with a unique educational philosophy. By choosing LCS, parents agree to support all policies and principles as conveyed in this handbook. Parents may contact administration to discuss any questions or concerns regarding our policies.

## **NONDISCRIMINATION POLICY**

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

## **GOVERNANCE STRUCTURE**

Lifestyle Christian School is a ministry of Conroe First Assembly of God Church. The Advisory Board of the church currently serves as the Board of Trust for the school.

## **ACCREDITATION AND AFFILIATION**

Lifestyle Christian School is a member of Oral Roberts University Educational Fellowship (ORUEF), the Association of Christian Schools International (ACSI), and Texas Private School Accreditation Commission (TEPSAC).

Lifestyle Christian School is dually accredited through the International Christian Accrediting Association (ICAA) and Advance Education, Inc. (AdvancEd).

# **ACADEMIC INFORMATION**

## **ACADEMIC LEVELS**

Lifestyle Christian School consists of the Elementary School and the Secondary School. The Elementary School is made up of Kindergarten and 1<sup>st</sup> through 5<sup>th</sup> grades. The Secondary school is comprised of the Middle School (Grades 6-8) and the High School (Grades 9-12).

## **CURRICULUM**

Lifestyle Christian School uses nationally recognized curricula that reflect Biblical truth for all classes. Our scope and sequence and curriculum guides are reviewed for alignment with the requisite Texas Essential Knowledge and Skills (TEKS) by course and grade level. All curricula is evaluated regularly by staff and administration to insure the highest standards for our students.

LCS uses several curriculum providers, including:

- Abeka Book
- Apologia
- Bob Jones University Press
- Notgrass History
- Pearson
- Purposeful Design

## **DUAL CREDITS**

Junior and senior students may take courses at Lone Star Community College to earn dual credit hours. College courses may be taken online or at one of the Lone Star campuses. Many colleges accept these courses as transfer credit. Students are encouraged to confirm potential transfer credits with their perspective colleges. Students and their parents are responsible for entrance tests, registration, books, and all necessary fees to Lone Star Community College. Once registration is complete, a copy of the student's course load must be submitted to the LCS office.

It is the student's responsibility to submit final course grades to the school office to be added to his or her transcript. Dual credit classes are weighted grades and will receive one extra grade point in the GPA calculations. An approved 3 hour college course will typically satisfy the requirements for one semester credit in high school.

## **EARNING HIGH SCHOOL CREDITS**

Each semester course earns one-half credit. Full year courses earn one-half credit per semester. Students failing the fall semester of a full year course, but passing the spring semester of that course, will receive credit for both semesters when the average of the two semesters is 70 or above. Full credit will not be given when a student passes the fall semester but fails the spring semester. Students may recover credit for the spring semester by earning a passing grade in a course taken during the summer immediately following that semester. If the student does not enroll in summer school, he or she will repeat the entire course in a subsequent school year.

## **EXTRA-CURRICULAR PARTICIPATION**

Extracurricular activities are designed to support the overall student learning experience. Academic pursuits are the primary focus of an LCS education, but to support the development of our students physically, emotionally, socially and spiritually, we have a variety of activities built into our programming. From athletics to performing arts, service projects to class trips, extracurricular activities are designed to enhance the LCS experience. The privilege of participation in extracurricular activities is dependent upon student conduct, grades, and attendance standards. Extracurricular opportunities and expectations will be presented to students and parents throughout the school year.

## **FINAL EXAMS**

Finals testing for high school students will be the last four days of each semester. Final exams are a weighted factor of the overall semester grade.

Seniors may qualify to be exempt from finals if they have at least a 90 average in a class with five or fewer absences in that class.

## **GRADING SCALE**

### **Kindergarten**

K-5 grades are based on skills mastery. The following table provides an explanation of these grades:

E	Excellent
G	Good
S	Satisfactory
N	Needs Improvement

## **Elementary/Secondary**

The following table represents the letter grades assigned to numerical averages at Lifestyle Christian School:

A	89.5-100
B	79.5-89.4
C	69.5-79.4
F	Below 69.5

## **GRADUATION REQUIREMENTS**

LCS follows the guidelines created by the Texas Education Agency (TEA) for high school graduation requirements. Lifestyle follows the TEA Distinguished Level of Achievement graduation plan. Our graduates will complete the Foundation High School Program (22 high school credits) along with a Multi-Disciplinary endorsement (4 additional credits). This will open a world of educational and employment opportunities for our students.

All high school students are required to take a Bible course each year they are enrolled at Lifestyle Christian School.

In order to graduate from Lifestyle Christian School, seniors must take a minimum of 4 academic classes at LCS during their 12<sup>th</sup> grade year.

## **HOMEWORK**

Homework is routinely required of all students, as assigned by the teacher. The purpose of homework is to provide reinforcement and extra practice, to supplement classroom instruction, and to teach good study habits. Homework assignments and grades may be viewed through the parent portal in RenWeb.

## **HONOR GRADUATES**

To qualify as an honor graduate, including valedictorian and salutatorian, a student must attend LCS for the entirety of his or her junior and senior years. Honor graduates must earn a minimum of 12 credits from Lifestyle including 4 academic credits during the senior year. Honors are awarded based on GPA. Numeric averages from core classes will be used if more data is needed to confirm the valedictorian and salutatorian. At Lifestyle Christian School we do not report class rank other than valedictorian and salutatorian.

## **HONOR ROLL**

Two levels of academic achievement will be recognized each nine-week grading period:

A Honor Roll—Student must have A's in all subjects

A-B Honor Roll—Students must have at least a B in each subject and a 90 average

## **HONOR STUDENT ASSOCIATION**

High School students may qualify for the ORUEF Christian Honor Student Association. Students will be considered as candidates if they meet the following criteria:

- Exhibit excellence in academics, spiritual life, social life, and community activities
- Have at least a 3.5 GPA through the current year, with no "C" during the current year
- Have been recommended by a faculty member or the administration
- Must have good character and conduct
- Must be in attendance the entire semester

New members are chosen and inducted into the Honor Association during the spring of each school year.

## **PROBATION**

Any grade below 70 on a progress report or report card will result in the student being placed on academic probation. Academic probation may prevent participation in extra-curricular activities. Academic probation may prevent a student from re-enrolling for the following school year.

## **REPORT CARDS AND PROGRESS REPORTS**

Progress reports are emailed to parents at the approximate midpoint of each quarter to give parents and students an assessment of academic development. Report cards are issued at the end of each nine-week grading period. It is recommended that parents view grades on RenWeb on a regular basis to stay informed of their student's progress and performance.

## **STANDARDIZED TESTING**

All 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> grade students will take the PSAT in the fall of each year. Test scores are sent to parents at the end of the fall semester. This is the National Merit Qualifying test for 11<sup>th</sup> grade students.

All kindergarten through 11<sup>th</sup> grade students are assessed using the TerraNova test in the spring of each year. Test scores are used for curricular decisions and programming. Results of the test are provided to the parents, shared with the teachers, and a copy of the results is placed in the student's permanent school file.

## **TRANSFER CREDITS**

Administrative approval must be granted for any graduation credits earned at other schools. This typically takes place during the admissions process for high school students.

# **ADMISSIONS**

## **ADMISSIONS CHECKLIST**

The following is a list of required forms for completing the admissions process for new students:

- Administrator/Counselor Recommendation
- Birth Certificate
- Character Reference Letter
- Immunization Records
- Pastor Reference Letter
- Previous School Records, if applicable
- Special Education Documentation, if applicable

## **ADMISSIONS POLICY**

LCS is committed to Christian education, and we believe a successful Christian education is a partnership between school, church, and home. Lifestyle is a discipleship school.

For a student to be eligible for admission or re-enrollment the family must be professing Christians, active members of a local, Christian church, and must support the values and beliefs of Lifestyle Christian School as stated in our Code of Conduct. LCS reserves the right to decline admission or re-enrollment of any student at the sole discretion of the school.

Acceptance of a transfer student is based upon a good standing with the institution in which the student was previously enrolled as well as academic performance.

## **NEW STUDENT PROBATION**

New student enrollment is considered probationary during his or her first semester of school. This implies that the student will display Christian character in attitude and conduct, and meet academic standards during the first semester of attendance. Failure to meet the probationary requirements may result in dismissal or re-assignment.

## **RE-ENROLLMENT**

Re-enrollment takes place during the spring of each school year. This is an online process through RenWeb.

## **TRANSFER STUDENTS**

LCS only accepts high school students at semester breaks or within the first two weeks of a semester's beginning. Secondary students should have passing grades on their report cards for the semester averages. Under special circumstances, this policy may be reviewed by the administration.

# **ATTENDANCE**

Class attendance is an essential component of a Lifestyle Christian School education. Punctual attendance is both expected and required.

## **ABSENCES**

Texas education code mandates class attendance. Students who miss more than nine days in a class during a semester may not receive credit for that course. Both excused and unexcused absences count against this number. Absences for school sponsored activities will not count against the state mandated percentages.

Families with extreme or extenuating circumstances (prolonged illness, severe accident, unexpected surgery, etc.) may appeal for alternate classroom credit. LCS may or may not be able to accommodate every situation.

Because of the commitment that extracurricular activities require, students with excessive absences may not be able to participate in these events. In order to participate in after school activities, students must attend all classes on the day of the event.

## **CHECK-IN AND CHECK-OUT PROCEDURES**

Any student arriving late for school or leaving before the 3:15 afternoon bell will need to be checked in or out at the front office. Parents will need to notify the office by phone call or email when a student is to leave early with anyone other than the custodial parent or guardian.

Students missing more than fifteen minutes of a class due to late arrival or early departure will be counted as absent for that period.

## **EXCUSED AND UNEXCUSED ABSENCES**

The notation of an absence as excused or unexcused may determine whether or not missed assignments and grades can be made up. Absences for doctor appointments and other pre-planned events should be scheduled through the school office in advance to qualify as excused.

Parents are asked to contact the school office by 9:00 on mornings when unexpected absences occur (email: [office@lifestyleconroe.org](mailto:office@lifestyleconroe.org) or phone: 936-756-9383) to classify the absence as excused. Absences that are not communicated to the school office by the parent in a timely manner will be counted as unexcused.

## **MAKE-UP WORK**

It is the student's responsibility to arrange to make up missed work. In the event of a pre-planned absence, the student should make arrangements with the teacher prior to the day of absence for any assignments that will be missed.

Students will typically be allowed two additional days to make up each day's missed work. Extended absences or extenuating circumstance will be considered on a case by case basis.

## **TARDINESS**

The tardy bell rings at 7:55 each morning. Students are expected to arrive at school in time to be in their seats and ready for class when the tardy bell rings. There are five minutes between class periods in the secondary school. Students not seated and ready when the class tardy bell rings will be counted tardy for that class period. Repeated, unexcused tardiness will count toward absences.

# **CONDUCT AND DISCIPLINE**

Lifestyle Christian School serves as an extension of the Christian home, and in partnership with the local church, in the mission of training up Christian students whose lifestyles reflect Biblical standards. We are a discipleship school, endeavoring to shape and form the hearts and minds of our students to produce Christian character. Together the teachers, parents, and administrators form a support structure for each child - to assist, direct, and correct as needed – as he or she grows and matures in life.

## **DISCIPLINE OBJECTIVES**

The goal of discipline in a school setting is:

- to ensure the safety and security of everyone at the school
- to support and protect a quality learning environment

- to foster Christian character and support Biblical mandates
- to encourage positive behavior and to correct behavior that disrupts
- to teach respect for authority, for other students, for oneself, and for property
- to train students to be self-disciplined and Spirit-led in their everyday decisions

## **DISCIPLINE PROCEDURES**

1. Teachers have the closest connection to the students and represent the primary means of discipline. Classroom management and classroom rules are designed to ensure a well disciplined and organized learning environment. Individual classroom and teacher rules are posted and communicated to every student. General behavior is directed and corrected at this level.
2. The principal is in place to support both the teacher and the student in disciplinary matters that escalate beyond the classroom. At this level, notes will be posted to RenWeb and emails will be sent home. The administrator will bring resolution to the situation and administer consequences as the individual case dictates.
3. Parental involvement will be called upon when repeated violations occur without remorse and/or remediation. Administration may call upon parents for egregious behavior or other non-typical offenses as warranted.

## **TYPICAL OFFENSES**

It is not possible to list comprehensively all offenses that students may commit. The following is an incomplete list, as examples, of Typical Offenses:

- Disrespect or open defiance to a teacher or other school official
- Lying or dishonesty
- Cheating, unauthorized copying, and/or plagiarism
- Skipping class or leaving campus without permission
- Rebellious conduct or insubordination
- Negligence or carelessness that imperils the wellbeing of self or others
- Swearing, cursing, or using obscenities
- Disrupting or disturbing class
- Dress code violations
- Excessive absences or tardiness
- Public displays of affection
- Unauthorized cell phone use

## **CONSEQUENCES FOR TYPICAL OFFENSES**

The consequences for a typical offense (beyond the scope of classroom rules and follow-up) include:

1. A verbal warning and note on file
2. A written warning and note home
3. An office visit and phone call home
4. A family conference to direct future options

## **NON-TYPICAL OFFENSES**

Non-Typical Offenses may include the following (without limitation):

- Fighting, assault, or threat of harm
- Bullying, cyber-bullying, harassment, or stalking
- Theft or stealing
- Vandalism
- Sexual immorality, including but not limited to sexual acts, innuendo, sexting, or pornography
- Firearms, weapons, or contraband at school
- Possession, usage, or sale of tobacco, alcohol, or drugs

## **CONSEQUENCES FOR NON-TYPICAL OFFENSES**

Parents will be notified immediately for severe breaches of conduct. Legal recourse and financial reparations may be required. LCS Consequences for Non-Typical Offenses may range from:

- Detention Study Hall – After school or during lunch, this is a time of isolation when a student may only focus on academic work. A \$25 charge will be applied to the student's account when after school Detention Study Hall is required.
- In-school Suspension – A student is confined for a prescribed period of time at school, separated from classes and classmates. A representative of LCS will monitor and oversee the suspension. A \$50 dollar fee will be added to the student account for In-school Suspension.
- Out-of-school Suspension – For more serious offenses, students will be asked to stay home from school for a defined period of time. Typically this course of action is to allow

the Board of Trust to decide whether to re-admit the student or whether expulsion is recommended.

- Expulsion -- The Board of Trust and school Administration, at their discretion, may choose to expel a student from Lifestyle Christian School.

## **DRESS CODE**

### **DRESS CODE PHILOSOPHY**

The purpose of a dress code is to reflect attitude and character. Appropriate dress sets the standard and tone for an effective learning environment.

The administration has the authority to interpret and enforce the dress code.

### **DRESS CODE GUIDELINES**

What we wear makes a statement about who we are. All clothing should be modest and appropriate for a Christian school. Modest means that the clothing covers the body without drawing attention to the individual. Clothing should be neither too tight nor too loose. Appropriate means that the clothing fits the occasion and reflects the values of Lifestyle Christian School. A few specific guidelines to keep in mind are:

- Pants, shorts, and skirts should be worn at natural waist line
- Either an undershirt or outer shirt must be tucked in on regular uniform days
- Clothing should be clean and free from holes, frays, and tears
- Clothing should have no emblems, logos, or wording other than Lifestyle Christian School

### **DRESS CODE VIOLATIONS**

Students will be expected to follow the dress code throughout the year. Dress code violations will be dealt with according to the discipline policy. Inappropriate dress may result in:

- The student being asked to cover or change clothes before returning to class
- The student being dismissed from the school day, activity, or event

## ELEMENTARY DRESS CODE

<b>Boys</b>		
Shirts	Polo (Royal, White, Grey, Orange) Solid with no logo	available at most major retailers
Pants	Uniform Pant (Navy or Khaki)	available at most major retailers
Shorts	Uniform Short (Navy or Khaki)	no more than 2 inches above the knee
Jeans	Blue (no rips, holes, or tears)	Spirit and Uniform Free days
Belts	Required with belt-looped pants or shorts	
Shoes	Close-toed, athletic or casual shoe (any color)	
Socks	Required with shoes (any color)	
Sweatshirts	LCS or solid color (royal or grey)	worn over uniform shirt
Undershirts	Long-sleeve, solid color (royal, white, or grey)	worn under uniform shirt
Outerwear	Jacket, coat, hat, gloves, etc.	worn outdoors only
Hair	Conservative style, natural color, worn off the collar, no ponytails or buns	
Jewelry	No jewelry or piercings	
Field Trips	LCS field trip shirt	available through the LCS office

<b>Girls</b>		
Shirts	Polo (Royal, White, Grey, Orange) Solid with no logo	available at most major retailers
	Peter Pan collar (white)	must be worn under jumpers available from Land's End website*
Pants	Uniform Pant (Navy or Khaki)	available at most major retailers
Shorts	Uniform Short (Navy or Khaki)	no more than 2 inches above the knee
Skirts or skorts	Navy, khaki, or grey	no more than 2 inches above the knee available from Land's End website*
Jumpers	LCS plaid (from previous years) navy, khaki, or grey	no more than 2 inches above the knee available from Land's End website*
Legwear	Solid-color tights or ankle length leggings may be worn under skirts or jumpers	
Jeans	Blue (no rips, holes, or tears)	Spirit and Uniform Free days
Belts	Required with belt-looped pants or shorts	
Shoes	Close-toed, athletic or casual shoe (any color)	
Socks	Required with shoes (any color)	
Sweatshirts	LCS or solid color (royal or grey)	worn over uniform shirt
Undershirts	Long-sleeve, solid color (royal, white, or grey)	worn under uniform shirt
Outerwear	Jacket, coat, hat, gloves, etc.	worn outdoors only
Hair	natural color, neat and out of the eyes	
Jewelry	Pierced earrings	
Field Trips	LCS field trip shirt	available through the LCS office

## SECONDARY DRESS CODE

<b>Young Men</b>		
Shirts	Polo (Royal, White, Grey, Orange) Solid with no logo	available at most major retailers
Pants	Navy or khaki (no jeans)	available at most major retailers
Shorts	Hemmed Navy or Khaki dress or casual shorts (no denim or athletic)	no more than 2 inches above the knee
Jeans	Blue (no rips, holes, or tears)	Spirit and Uniform Free days
Belts	Required with belt-looped pants or shorts	
Shoes	Close-toed, athletic or casual shoe (any color)	
Socks	Required with shoes (any color)	
Sweatshirts	LCS or solid color (royal or grey)	worn over uniform shirt
Undershirts	Long-sleeve, solid color (royal, white, or grey)	worn under uniform shirt
Outerwear	Jacket, coat, hat, gloves, etc.	worn outdoors only
Hair	Conservative style, natural color, worn off the collar, no ponytails or buns	
Body Art	No visible tattoos or piercings	
PE Uniform	Basketball shorts and t-shirt	

<b>Young Ladies</b>		
Shirts	Polo (Royal, White, Grey, Orange) Solid with no logo	available at most major retailers
Pants	Navy or Khaki (no jeans or leggings)	available at most major retailers
Shorts	Hemmed Navy or Khaki dress or casual shorts (no denim or athletic)	no more than 2 inches above the knee
Skirts	Navy, khaki, or grey	no more than 2 inches above the knee available from Land's End website*
Legwear	Solid-color tights or ankle length leggings may be worn under skirts	
Jeans	Blue (no rips, holes, or tears)	Spirit and Uniform Free days
Belts	Required with belt-looped pants or shorts	
Shoes	Close-toed, athletic or casual shoe (any color)	
Socks	Required with shoes (any color)	
Sweatshirts	LCS or solid color (royal or grey)	worn over uniform shirt
Undershirts	Long-sleeve, solid color (royal, white, or grey)	worn under uniform shirt
Outerwear	Jacket, coat, hat, gloves, etc.	worn outdoors only
Hair	natural color, neat and out of the eyes	
Jewelry	Pierced earrings	
Body Art	No visible tatoos	
PE Uniform	Basketball shorts and t-shirt	

## **SCHOOL SPIRIT DAYS**

Fridays are typically School Spirit Days at LCS. On these days, students may wear jeans and an approved Lifestyle Christian t-shirt. Spirit wear must follow the guidelines listed above. A student may wear his or her regular uniform as an alternative to spirit wear.

## **SCHOOL-SPONSORED ACTIVITIES AND EVENTS**

Dress code guidelines apply to all Lifestyle Christian activities and events, including trips, games, and functions. Whether the event is more formal or more casual, the standards for length and fit do not change. Please, keep in mind the definitions of modest and appropriate and choose clothing that reflects the values of LCS.

# **FINANCIAL INFORMATION**

## **AFTERSCHOOL CARE**

Lifestyle offers Afterschool Care as a service to our families. There is a \$5.00 daily charge, per student, for this service.

School dismisses at 3:15 each day. All students not picked up by 3:45 will be placed in Afterschool Care, and charges will be added to their student account.

All students should be picked up from Afterschool Care by 6:00 PM. A \$15 charge per child will be added after 6:00 and at each 15 minute increment thereafter until the student is picked up.

## **CREDIT AND DEBIT CARD FEES**

At LCS, we value the convenience of using credit and debit cards to make payments. However, there are fees associated with such charges. Texas state law allows Christian schools to pass on to families any charges and/or fees associated with using credit or debit cards to make tuition payments. LCS reserves the right to add fees and charges to cover credit/debit card fees as they accrue.

## **DONATIONS**

Lifestyle Christian School is a nonprofit organization. Although tuition is allocated, LCS operates on the faith principle, and some expenses are met by donations and gifts. Non-designated gifts are tax deductible and gratefully accepted.

## **FEES**

All application, registration, curriculum, and technology fees are NON-REFUNDABLE and must be paid in full before a student is fully enrolled.

Athletic fees will be charged per student and by sport according to the Athletic Handbook. Students must be current on registration, curriculum, and technology fees, and on tuition payments before Athletic fees may be accepted.

Lunch charges and After School Care fees will be added to student accounts as accrued and are payable immediately.

### **LOSS/DAMAGE TO SCHOOL PROPERTY**

Any cost to repair or replace school property that is lost or damaged by a student, regardless of intent, will be allocated to his/her account.

### **LUNCH CHARGES**

Failure to pay lunch charges in a timely manner may result in the loss of hot lunch privileges. Please refer to the Cafeteria Handout for other lunch details.

### **RETURNED CHECKS**

There is a \$30 charge for any returned check.

### **TUITION PAYMENTS**

All tuition fees are to be paid by the month, semester, or year, as agreed to by the parents, in order for a student to remain in Lifestyle Christian School. Monthly payment plans will be set up through FACTS®, and bank drafts will be made on the 5<sup>th</sup> or 20<sup>th</sup> of each month. Past due accounts may prevent students from participating in extracurricular activities. Late fees may accrue for delinquent accounts. Failure to make timely payments, or payment arrangements, may lead to student dismissal from the school.

### **WITHDRAWAL**

Lifestyle Christian hires faculty based on enrollment contracts. Parents of students who withdraw or are dismissed from Lifestyle Christian School are still financially responsible for annual tuition payments and fees accrued regardless of the exit date. Appeals may be made to the school board for extenuating circumstances such as relocation out of the area or prolonged illness.

# GENERAL SCHOOL INFORMATION

## AFTERSCHOOL CARE

Lifestyle offers Afterschool Care as a service to our families. Afterschool care is from 3:45 to 6:00 PM. This service is not provided on days with early dismissal.

## ARRIVAL/DISMISSAL PROCEDURES

*The safety of our students, staff, and volunteers is priority; therefore, a 10 mile per hour speed limit is required on the LCS campus.*

### Elementary

- Early morning drop-off begins at 7:00 AM. Students arriving at school must stay with their parent/guardian until the building opens at 7:00. Drop-off from 7:00-7:30 will be at the side of the school adjacent to the cafeteria.
- At 7:30, morning drop-off will be at the front of the school at the covered drive entrance.
- Parents choosing to walk their students into the building should park in designated areas so that they do not block the flow of traffic.
- The tardy bell rings at 7:55. After this time, parents will be asked to sign their students in at the school office so the student may receive a pass to class.
- When school is dismissed at 3:15, the elementary classes will gather in the front lobby.
- Parents/guardians should follow the designated traffic pattern for afterschool pick-up at the front of the building.
- Teachers/volunteers will facilitate the pick-up process. Please, be alert to the directions they give each afternoon.

### Secondary

- Early morning drop-off begins at 7:00 AM. Students arriving at school must stay with their parent/guardian until the building opens at 7:00. Drop-off from 7:00-7:30 will be at the side of the school adjacent to the cafeteria.
- At 7:30, morning drop-off will transition to the front of the school.
- If a student is driving his or her own vehicle to school, he/she should park in the designated student parking area so that he/she does not block the flow of traffic. These students may enter the door closest to the parking area when this door is attended by a faculty member.
- The tardy bell rings at 7:55. After this time, students must stop by the office to sign-in and receive a pass to class.

- School is dismissed at 3:15. Student drivers may leave at this time and are expected to drive with caution and to be attentive to other cars on the campus.
- Other students will gather in the cafeteria.
- Students with elementary siblings will be picked up at the front doors closest to the parking lot.
- Parents picking up secondary students only will drive behind the building and pick up their students at the cafeteria doors.

### **Safety Considerations:**

- Please follow all instruction given by Campus Security, Faculty, and Volunteers
- Do not block any driveway
- Do not leave cars unattended in line
- Do not pass another vehicle while in line to drop-off or pick-up
- **State Law prohibits cell phone use in the school zone**
- Follow all laws pertaining to child safety car seats and seatbelts

### **BIRTHDAYS**

Parents are encouraged to celebrate their student’s birthday with their classmates. The parent should coordinate with the classroom teacher any plans for snacks or activities. Homemade snacks may not be served to the class. It is preferred that any snacks be served at the end of the day and not during the lunch period. Parents are responsible for all paper goods, for serving the refreshments, and for additional clean up as needed at their child’s celebration. Birthdays should be limited to the student’s classmates.

Invitations to personal birthday parties may not be distributed at school unless all classmates are invited when appropriate.

### **BREAKFAST**

Students may purchase breakfast items in the Cafeteria between 7:00 and 7:40 each morning. These items are to be eaten in the cafeteria and may not be taken to the classroom.

### **CALENDAR**

The school calendar may be found on the school website and on RenWeb. The calendar is subject to change, and changes will be communicated as calendars are updated.

### **CELL PHONES/ELECTRONIC DEVICES**

Cell phone usage is a privilege. While we value them as tools for study and for social engagement, we reserve the right to limit cell phone usage during the school day.

## **Elementary**

K5- 5<sup>th</sup> grade students are not permitted to have cell phones with them during the school day.

## **Secondary**

6<sup>th</sup>-12<sup>th</sup> grade students will be allowed to keep their cell phones throughout the school day. Each class will have a receptacle for holding cellphones except when needed for specific class assignments. Students will be asked to turn their phones in at the start of class time and may retrieve them when class is dismissed. Students may use their phones during lunch except when instructed otherwise. Teachers may disallow cellphone use at their discretion.

## **CHANGES IN POLICY**

Lifestyle Christian School retains the right to make revisions to any policy. Written notice will be provided to families if such changes should occur within a school year.

## **CHAPEL**

Chapel is an important part of who we are at Lifestyle Christian School. Our chapel services allow our students and staff to worship together. Each week, a staff member or a guest will share God's Word with the students. Chapel is a time to reflect and remember that we put God first in everything we do.

Parents are welcome to join us in our chapel services. Please, sign-in at the school office and get a visitor's badge. Parents are asked to sit in the back of the sanctuary.

## **CLASS PARTIES**

There will be occasions for parties throughout the year. Parents are invited to participate and may be asked to furnish items or to help supervise the activities. Elementary parties will normally occur at the end of the school day. Secondary parties will be scheduled and organized by the teachers. Students will not be permitted to leave class to attend another class's party.

## **CUSTODIAL ARRANGEMENTS**

In the event of a court order regarding custodial arrangements for a student, Lifestyle Christian School must be provided with a current copy of the order for the student's file. Parents and guardians are expected to follow any court order pertaining to the student. If a situation occurs in which the custody or possession of an LCS student is in question, a school representative may call 911 and request an officer to resolve the dispute.

## **DISTRIBUTION OF OUTSIDE LITERATURE OR SALES**

Parents or students must obtain approval from administration before distributing any literature or before the sale of any products on school campus.

## **DOCUMENT REQUESTS**

When requesting forms, such as recommendation letters, transcripts, or other school records, please allow one week for the school office to complete the request(s). No documents will be processed or released if any delinquent tuition payments or other fines/debts are unsettled.

## **ELEMENTARY RECESS**

Students are provided with outside recess times unless weather conditions are unfavorable. Please, check the daily weather to ensure your student is dressed appropriately. Students are expected to follow all playground rules/procedures provided by their classroom teachers.

## **EMERGENCY DRILLS**

As part of a crisis management plan, students and faculty regularly practice fire, intruder, and tornado drill procedures. All students are expected to follow the instruction and direction of their classroom teacher(s). Students are expected to take all drill procedures seriously and to participate in a cooperative manner.

## **EMERGENCY SCHOOL CLOSING**

Occasionally, emergency conditions make it necessary to close school. In most cases, this will be due to weather related conditions that make the roads impassable or unsafe. Emergency closing information will be posted on the school website and will be sent through RenWeb's Parent Alert System. The decision to close school will rest with the administration. LCS will follow both Conroe ISD and Willis ISD closing schedules for emergency conditions.

## **FIELD TRIPS**

Throughout the school year, classes will take field trips to enhance the educational experience. These outings are privileges for students that might be earned by demonstrating appropriate academic and behavioral objectives in the classroom. A pattern of unfavorable behavior or academic achievement may prevent your student's participation on field trip days. Parent will be notified if the teacher and principal deem their student ineligible to attend.

Parent chaperones may be invited to participate in field trips. However, the teacher will retain the responsibility to exercise authority in the administration of supervisory and disciplinary measures during the trip. Background checks will be required of all fieldtrip chaperones..

## **LOCKERS**

Lockers and locks are provided for all 4<sup>th</sup>-12<sup>th</sup> grade students. Lockers and locks are issued to students for storage and security of school issued materials as well as the student's personal property. All locks should remain on the assigned lockers. LCS accepts no responsibility for damage or loss to the contents of the locker if the lock is not being used. Locks must be returned at the end of the school year. A fee of \$10 will be charged for lost or missing locks.

Gym bags must be stored in the locker rooms. Nothing should be placed on top of the lockers.

## **LOST ITEMS**

Please, label all your student's personal belongings such as clothing, lunch boxes, school supplies, and backpacks. All items placed in the Lost and Found may be claimed before school or at a time designated by the school personnel. Articles in the Lost and Found are subject to disposal after a determined length of time. Lost items will not be held over the summer months.

## **LUNCHES**

LCS offers an optional hot lunch program. A monthly menu is provided online or through the classroom, and students are required to pre-order. Students may bring their lunches on any day. Drink and snack machines are available to secondary students. Microwaves are located in the dining area for students to use. Students are not allowed to use the refrigerators in the hospitality area or in the café.

Students are not allowed to leave campus to pick up lunch, unless they have earned this as a privilege from the administration.

## **MESSAGES/TELEPHONE USAGE**

All telephone calls and messages to students or teachers should be directed to the school office. Please, refrain from texting and calling students or teachers on cell phones during the school day. Class time will not be interrupted except in the case of an emergency.

## **PETS**

No animals/pets are allowed on school campus during school hours unless permission is given by administration.

## **PICTURES**

Individual and group yearbook pictures will be taken in the fall of each year. Kindergarten and senior cap and gown pictures will be taken in the spring, along with casual individual pictures. Notification of the dates and costs will be provided in advance.

## **PHOTOGRAPHY/VIDEO RIGHTS**

LCS may take, use, and publish photographs and video of a student unless the parent/guardian has requested the student not be published.

LCS has the final approval on the finished product and how it will be used. Photographs and videos will be for LCS use only.

## **RENWEB**

RenWeb is a secure student information website that manages all school related evidence per each student. Each parent/family has a personal account that allows constant access to all student data such as attendance records, progress reports, homework assignments, and behavior reports. RenWeb also provides parents with complete access to all school related calendar activities and events. Parents are asked to check their RenWeb accounts regularly to view academic progress of their student and to update any changes in contact information. Please check the appropriate box if you would like your contact information to remain private.

## **SCHOOL HOURS**

- Early Morning Drop-off begins at 7:00 AM. Students arriving at school must stay with their parent/guardian until the building opens at 7:00.
- The regular school day begins at 7:55 AM and lasts until 3:15 PM Monday through Friday.
- Afternoon pick-up is from 3:15 PM to 3:45 PM.
- Afterschool Care begins at 3:45 PM and lasts until 6:00 PM.

## **SEARCH AND SEIZURE**

Lifestyle Christian School administration reserves the right to conduct a search if reasonable suspicion warrants. Searches of a student's lockers, possessions, cell phones, outer clothing, or vehicles may be conducted when there is reasonable suspicion. Justification for the extent of the search is related to the corresponding seriousness of the problem (alcohol, drugs, pornographic materials, weapons, stolen items, etc.)

## **SPORTS**

Lifestyle Christian School is a member of Texas Association of Private and Parochial Schools (TAPPS). Refer to the Athletic Handbook for specific guidelines.

## **STUDENT DRIVERS**

Licensed high school students providing their own transportation will be assigned a parking area and must park in the assigned area for the full school term. This parking area will be away from drop-off/loading areas for elementary and secondary students. Before driving to school, the student must submit a copy of his/her driver's license, proof of insurance, and license plate number and make of car to the LCS office.

The speed limit within all school parking areas is 10 MPH. Students who violate this limit, may lose the privilege of driving to school.

Students may not loiter either in cars or in the parking areas at any time. If a student needs to go to his/her car during the school day, he/she must get a pass from the school office.

**Students are not permitted to transport other (nonfamily member) students in their cars without the specific permission of the parents of the driver(s) and passenger(s). The school does not accept responsibility for student drivers or their passengers at any time nor is it responsible for losses, damages, or accidents occurring on the school property. Parents will be notified immediately of any violation of the above safety rules.**

## **STUDENT GOVERNMENT**

Each spring the school administration selects a Student Body President and Vice-President from the junior class representatives to serve the following year. In the fall, students vote for fellow classmates to represent them in the Student Council. The council meets monthly with a staff sponsor to help plan various events and service projects throughout the school year.

The council members serve as liaisons to the staff and as leaders in the student body.

## **SUMMER SCHOOL**

Students who fail a subject required for graduation may make up the course in an approved summer school or other approved program. A failed semester will be repeated if not made up in summer school. The student's transcript will show the failed grade and the new grade in order to reflect the student's academic history.

## **TECHNOLOGY RESOURCES POLICY**

### **General Use**

All Technology Resources at Lifestyle Christian School are the property of Lifestyle Christian School and are primarily designed for educational use in a Christian environment. Technology Resources include but are not limited to: computer systems (hardware and software), Smartboards™, furniture, and all related equipment. Users of Technology Resources have no explicit or implicit expectation of privacy.

LCS technology usage should always reflect Christian character and support a biblical worldview. Technology Resources are not to be used to view, access, or download inappropriate or unapproved apps, images, pictures, videos, music, programs, or websites.

Unauthorized changes to or manipulation of Technology Resources may be grounds for discipline.

### **Copyright and Plagiarism**

Lifestyle Christian School provides resources for students and faculty to use in compliance with copyright law. When using a portion of a work by someone else, or when referring to ideas that were originated by another person, it is essential to properly cite that person as the originator. Plagiarism is illegal and unethical and will not be tolerated at Lifestyle Christian School. It is unacceptable to copy, retype, or use large portions of copyrighted materials without the express written consent of the copyright holder.

### **Bullying**

Christian character is the root of all interpersonal interaction. Whether face-to-face or on the internet, bullying and abusive language has no place in a Christian school. Words or actions that are designed to demean, degrade, offend, or otherwise attack another person will not be tolerated. Bullying (including cyber-bullying) will be grounds for swift punishment up to and including suspension or expulsion from the school.

### **TRANSPORTATION**

LCS does not provide transportation to and from school. Parents may want to coordinate and establish carpools to facilitate transportation of the students.

**Teachers are not allowed to transport students in their personal vehicles.**

### **VISITORS**

Lifestyle Christian School is a closed campus. The security of our students is of the utmost importance to us. All visitors must sign-in through the school office, submit a photo ID, and wear a visitor's badge at all times. This includes visitors attending chapel services, visiting a classroom, conferencing with a teacher, having lunch with a student and other such instances.

### **VOLUNTEERS**

All volunteers must have a Volunteer Application on file with the LCS office, along with required criminal history and reference checks. Once background checks are complete, the volunteer will be given guidelines for the area in which he/she is assisting.

# HEALTH/MEDICAL POLICIES

## COMMUNICABLE/CONTAGIOUS ILLNESSES

A student diagnosed with a contagious illness will not be allowed to return to school until the student has been fever-free for 24 hours without the help of medication.

A student will not be allowed to return to school (vomiting & diarrhea)

The following illnesses will require a physician's written consent to be readmitted to the classroom: chicken pox, fifth disease, impetigo, measles, mumps, pink eye, pinworms, pneumonia, ringworm, scabies, shingles, swine flu, whooping cough.

## HEAD LICE

School screenings for head lice may be conducted if the need arises. Students found with head lice will be sent home and allowed to return after they are free of both lice and nits.

## IMMUNIZATIONS

Students enrolling must provide immunization records prior to the beginning of the school year or at the time of enrollment.

If a family has chosen not to immunize, we accept one of two state approved waivers:

- An Affidavit Exemption Immunizations Form (valid for 2 years from the date of notarization)
- Doctor's note with explanation

## MEDICAL EMERGENCY FORM

At the time of enrollment, all parents must complete the Medical Emergency Form. Parents are responsible for maintaining accurate contact information (e.g. name and phone number of doctor and emergency contacts).

## MEDICATIONS

Parents/guardians must complete the Medication Form before any prescription or nonprescription medicine is administered at school. All medications must be given to the school office and will be administered by the office personnel. All medications must be in original containers and marked clearly with instructions. Prescriptions must have the pharmacy label giving the name of the doctor, medication, and dosage. Students should not have any medications or medical equipment in their sole possession at any time on the school campus. Students may not exchange any medication with other students.

## **PROCEDURE FOR CONTACTING PARENTS**

In the case of small, superficial cuts or minor discomfort due to slight illness, the school office will administer first aid. Documentation of the injury report form or phone call will be provided to the parents.

In the case of major injuries or extreme discomfort due to illness, parents will be notified and asked to collect their student. Such cases include but are not limited to the following: fever above 100 degrees, vomiting, head injuries, broken bones, diarrhea, lacerations requiring stitches, impalements, or unconsciousness.