
**Nebraska
Christian
Schools**

**Student Handbook
2019 - 2020**

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Table of Contents

<u>MISSION</u>	5
<u>STATEMENT OF FAITH</u>	6
<u>ACADEMICS</u>	7
<u>CLASSROOM AND CAMPUS</u>	11
<u>LOCKER USE</u>	14
<u>PERSONAL APPEARANCE</u>	14
<u>DRIVING</u>	18
<u>RELATIONSHIPS</u>	18
<u>REQUIRED HOURS</u>	18
<u>ATTENDANCE</u>	19
<u>ACTIVITIES AND STUDENT ORGANIZATIONS</u>	21
<u>DISCIPLINE</u>	24
<u>FIRE AND TORNADO PLANS</u>	26
<u>TRANSPORTATION TO SCHOOL ACTIVITIES</u>	26
<u>PROHIBITED FROM SCHOOL</u>	27
<u>INSURANCE</u>	27
<u>MEDICATIONS</u>	28
<u>VISITORS</u>	28
<u>SUPPORT</u>	28
<u>NON-DISCRIMINATORY POLICY</u>	28
<u>SECLUSION & RESTRAINT POLICY</u>	29
<u>BULLYING PREVENTION POLICY</u>	29
<u>CHANGES TO THE STUDENT HANDBOOK</u>	29
<u>ADMINISTRATIVE GRIEVANCE POLICY</u>	29

STUDENT HANDBOOK

Welcome to Nebraska Christian Schools! We trust that your goal is to grow in all areas of your life, as Jesus did, "in wisdom and stature and in favor with God and man" (Luke 2:52). We also trust that you will count it a privilege to attend this school. The purpose of this handbook is to help you better understand the workings of our school, our philosophy, and our requirements.

MISSION

The mission of Nebraska Christian Schools is to assist the family and church by providing a Christ-centered education, equipping students with a Biblical worldview and encouraging a love relationship with the Lord Jesus Christ.

STATEMENT OF FAITH

We believe...

- the Bible to be the inspired, infallible, authoritative Word of God.
- that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit.
- in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.
- that for the salvation of lost and sinful men, regeneration by the Holy Spirit is absolutely essential.
- in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life.
- in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation.
- in the spiritual unity of believers in our Lord Jesus Christ.

ACADEMICS

Courses and Graduation Requirements

Full time students report from 8:00 am to 4:05 each day and are allowed one study hall. Students may apply for an additional study hall and/or a service period with a parent recommendation.

All NC students are required to take 3 years of Math and Science in order to graduate. Please be aware that some institutions for higher education have more stringent requirements. For example, UNL requires 4 years of Math Algebra I level or higher. A full class is worth 5 credits/semester.

Required Courses by Grade Level

7th & 8th Grade

Bible, English, Social Studies, Science, Math, Physical Education/Health, Keyboarding, Shop, Music, Art

Freshman (9th Grade):

Bible I, Algebra I or Pre-Algebra, English I, Study Skills and Careers (1 semester), Computer (1 semester), Geography, Physical Science

Sophomore (10th Grade):

Bible II, Biology, Computer II (1 semester), PE/Health (1 semester), English II, Geometry, World History

Junior (11th Grade):

Bible III, English III, U.S. History, Math Elective (either 11th or 12th grade), Science Elective (either 11th or 12th grade)

Senior (12th Grade):

Bible IV, English IV, Government/Economics, Math Elective (either 11th or 12th grade), Science Elective (either 11th or 12th grade)

A full time class load is required for seniors.

Other Requirements

A minimum of 280 credit hours is required for graduation; Bible, 40; Language Arts, 40; Social Studies, 40; Math, 30; Science, 30; Fine Arts, 10; Physical Education, 5; Computer Applications, 10; Electives, 75). Graduation requirements for transfer students may be adjusted on an individual basis, based upon evaluation of official transcripts. While all students will have a cumulative GPA calculated, NC does not publicize nor use class rank.

College Credit Courses

Nebraska Christian juniors and seniors have the opportunity to earn college credit. College credit classes are offered online from most colleges and universities. MAP scores (taken by all students K-10), along with the (optional) ACT score, are used to guide enrollment in community or other college placements. NCS will pay \$150 of the tuition for one class each semester of a student's junior and senior year for a total of 12 semester hours. The students are responsible for the cost of books and fees. Students may choose to earn more than 12 credits, but at the full tuition cost. In order to be reimbursed, the students must inform the Guidance Office of the classes they are enrolled in.

Drop/Add

Students may drop and/or add classes during the first week of each semester. After that, schedules will remain the same until the end of the semester. Any requests for exceptions to this policy must be addressed through the Guidance Counselor for review of special or extenuating circumstances, and are subject to administrative approval.

Incompletes

An incomplete may be given when a student has unfinished work in a course. Any incomplete grade may become a posted failing grade if it is not removed within two weeks after the grading period ends.

Grading Scale

98-100	A+	4.00
95-97	A	3.67
93-94	A-	3.33
90-92	B+	3.00
87-89	B	2.67
85-86	B-	2.33
82-84	C+	2.00
79-81	C	1.67
77-78	C-	1.33
74-76	D+	1.00
72-73	D	0.67
70-71	D-	0.33
< 70	F	0.00

Honor Roll

An honor roll will be published each quarter to recognize those students whose grade point average is 3.0 or higher. Part time students are not eligible for the honor roll. The honor roll categories are:

- | | |
|----------|---------------------------------|
| 3.67-4.0 | Honor Roll (Academic letter) |
| 3.0-3.66 | Honorable Mention (Certificate) |

Assessment Plan

Kindergarten through 10th grade students will take an interim assessment in Reading, Language Usage, and Mathematics three times per year (fall, winter, spring). Each student has a profile tracking their growth in these areas over time. Educational staff, along with parents, will help students create goals around their learning in these areas to ensure they are on track with their learning.

Success Plans

A few of our students will need extra supports. The plans that we put together will be based on classroom evidence, MAP Growth scores and anecdotal feedback from the student, parents, and faculty. These plans can take on a variety of formats and involve a variety of options and people. The bottom line is simple: We are trying to partner students, staff, and parents in a way that supports student success and we have to have a plan to make that happen.

Transfer Credits

Newly Enrolling Students

Prior to enrollment, NC must have a copy of all transcripts from previous courses that students want counted towards graduation requirements. It is then the student's responsibility to forward all of these transcripts needed for colleges or scholarships.

When a student transfers from an accredited or approved K-12 American school, the courses will be listed on the transcript (adjusted to our gpa scale) and be counted toward the student's cumulative GPA upon administrative approval.

Existing Students

Students sometimes choose to take courses outside of Nebraska Christian. When those courses are offered at NC, no credit of any kind will be given. When the courses taken outside are not offered at NC, they can sometimes count toward graduation requirements, but will not go on the student's transcript or figure into the GPA. Administrative approval from the guidance office is required. NC does not publicize nor use class rank for any official purposes.

Cheating

Cheating is defined as acting dishonestly or unfairly in order to gain an advantage. e.g. Discussing an upcoming test that you have already taken

A student can be considered cheating whether the cheating benefits himself/herself or another. On either side, this is a serious offense against the Lord, against fellow students. Ultimately, a lack of academic integrity will undermine a student's education, character, and relationships. Each teacher will reinforce the boundaries and individual expectations for his classroom.

We will enforce the following procedures if cheating occurs on homework, quizzes, tests, and/or papers:

1. 1st offense - One-Hour detention; notification of parents
2. 2nd offense – Up to 3 days In-School Suspension
3. 3rd offense – May result in expulsion from the school

Plagiarism

Plagiarism is a form of cheating (see above) when one person takes someone else's work or ideas and present them as their own. Whether plagiarism occurs because of an intention to deceive or because of inexperience in the handling of information and ideas, it is wrong. It is the student's obligation to become familiar with the rules and regulations regarding plagiarism and to monitor one's own work to be certain that no inadvertent instances appear.

CLASSROOM AND CAMPUS

In general, we expect our students to make choices that are safe, respectful, and responsible. We expect them to make choices that honor the authorities that God has placed at this school. Below are a few items that help to provide clarity of expectations.

Campus Rules

1. All students and faculty must identify with, dress in accordance with, and use the facilities associated with their biological gender.
2. We encourage students and visitors in the dorm, but this is only allowed after clear communication with and permission from the residing dorm parent.

3. All students are required to report to the dining hall for their lunch period. **Seniors are allowed to eat lunch off campus a maximum of three times during the school year. This must be done prior to April 25 and must be pre-approved. A note or phone call from his/her parent (or dorm parent) AND a pass from the office.**
4. Food and drink are not allowed in any classroom with the exception of water. Teachers may allow students to bring or consume food in non-carpeted areas. Gum is allowed school-wide, but individual teachers may disallow gum in their classroom.
5. Students are expected to remain in their assigned classroom from the start to the finish of class. Teachers may give permission for a student to leave the classroom by signing that student's planner. This is allowed up to three times per day.
6. Students will be responsible to pay for any damages they may cause to school property and/or personal property.
7. Students who are leaving campus must have parent permission AND sign out in the office. All students arriving late or returning to campus are required to sign in at the office before going to class.
8. Students who commute to school and are not involved in an activity must leave campus by 4:30 p.m. each day.
9. Students may not carry backpacks during the school day. This includes taking them into classrooms. Gym bags are to be taken to the locker room at the beginning of the day, and they should remain there until the end of school. It is acceptable for a student to keep their gym bag in their car if desired.
10. Items delivered to the school will be kept in the office until the end of the school day.
11. Planners have been purchased for each 7-12 student to assist the students in managing their time and developing organizational skills. These planners:
 - a. Must be carried to each class every day.
 - b. Serve as the only authorized hall pass on campus.
 - c. Must be replaced if lost; the student will pay \$5 to purchase

Technology Use

1. School devices have been purchased for educational use. The expectation is that students use them only for educational purposes and with adult supervision/permission.
2. Internet access in the dormitories is for dorm students only and is under the regulation of the dorm supervisor.
3. The system's computers must not be used to access material that is profane or obscene, that advocates illegal or dangerous acts, or that advocates violence or discrimination towards other people.
4. If a student mistakenly gains access to inappropriate information, he or she should immediately exit the materials, then alert the nearest adult.
5. Students must not post personal contact information (address, telephone, etc.) about themselves or other people in locations that are available to people outside of our school. e.g. social media or otherwise
6. No person shall use the school's network to engage in any illegal act.
7. No person shall commit any act with the intention of disrupting or diverting the school's network or internet service.
8. Students are responsible for all communications made online while using any school resource, regardless of location, or time of day. Profanity, defamation, or other unfitting remarks are strictly prohibited.
9. The school's network may not be used to engage in any activity that is contrary to the philosophy, goals and policies of NC Schools.
10. Each computer user is responsible for his or her individual account and should take all reasonable precautions to prevent others from being able to use it. **Under no condition should any student provide his or her password to another person.** A student must immediately notify a teacher if he or she recognizes a possible security issue.
11. Any file or history stored on a school device is considered property of the school. An individual search may be conducted if there is reasonable suspicion that there has been a violation of policy or law. Administration has the right at any time to request to see the contents of a student's computer files, including those on one's personal computers and storage devices if there is a reasonable suspicion that a policy or law has been broken and there is any connection to the school.

12. NC Schools will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through the school's system.
13. In the event there is a claim that someone has violated this policy, other school policies or the law, the following actions will ensue:
 - a. That person will be immediately suspended from using the school's devices.
 - b. Administration will be informed of the violation and determine appropriate action.

Limitation of liability

NC makes no guarantee that the functions or the services provided by or through the school's system will be error-free or without defect. The school will not be responsible for any damage a network user may suffer, including but not limited to, loss of data or interruption of service. The school is not responsible for the accuracy or quality of the information obtained through or stored on the system. The school will not be responsible for financial obligations arising through the unauthorized use of the system. A student's parents can be held financially responsible for any harm to the system as a result of intentional misuse from their child.

LOCKER USE

Academic Lockers

Nebraska Christian School students are responsible for the well being of the locker assigned to them.

1. Students are not allowed to use tape to put things up in their lockers. Magnets can be used to display items in lockers.
2. Each student will be responsible for any damage to the locker, and fines will be assessed at the end of the year on an individual basis.
3. Student belongings should be placed in their lockers at all times. Displays on the outside of the locker are prohibited without staff approval.
4. Only items that can fit into your academic locker should be brought to the high school building.

In order to be a good steward of the locker assigned to you, the best practice is to lift the handle of your locker in order for it to close properly. *Thank you.*

Athletic Lockers

The school has athletic lockers organized to serve two purposes. The largest lockers are reserved for athletic equipment, while the smaller lockers are adequate for PE clothing. PE teachers and coaches, respectively, are charged with managing these spaces in a clean and efficient manner.

All PE and athletic gear, personal gym bags, and school equipment stored on school grounds should be kept inside of that student's assigned athletic locker.

PERSONAL APPEARANCE

We desire that our students have a positive testimony through their appearance as well as through their attitudes and actions. To that end, we are striving to procure a dress code that promotes modesty, excellence, and propriety (suitability to the occasion).

Individual student outcomes will be handled case-by-case with severity increasing with each offense. **If a teacher sees a potential violation of dress code, the student will be asked to go to the office.** This will promote consistency and fairness with how we handle dress code at our school.

Range of consequences:

1. Warning
2. Parent contacted
3. Asked to wear school apparel for remaining part of day
4. Parent contacted and conference w/ student
5. Detention
6. Conference w/ student and parent
7. Student contract
8. Family contract
9. In school suspension
10. Dismissal from school

Students and parents are urged to exercise discretion and modesty regarding the selection of the student's clothing. We appreciate your partnership in this important area.

Dress Code

	Girls	Boys
Pants	<ul style="list-style-type: none"> Well fitting No holes or excessive tears that show skin 	<ul style="list-style-type: none"> Well fitting No holes or excessive tears that show skin
Dress/ Jean Shorts	<ul style="list-style-type: none"> At least knee length when standing No holes or tears 	<ul style="list-style-type: none"> At least knee length when standing No holes or tears
Skirts	<ul style="list-style-type: none"> Must reach top of knee when standing 	Not allowed
Flannel/ Athletic Pants	Not allowed	Not allowed
Athletic Shorts	Not allowed	Not allowed
Shirts	<ul style="list-style-type: none"> Modestly fitting No midriff showing from any position No bare backs Modest neckline Hoods removed when indoors 	<ul style="list-style-type: none"> Well fitting Hoods removed when indoors
Tanks	<ul style="list-style-type: none"> Prefer none Must have > 2" shoulder 	<ul style="list-style-type: none"> Not allowed
Body Piercings/ Tattoos	<ul style="list-style-type: none"> Earrings are allowed Other piercings and tattoos must be covered 	<ul style="list-style-type: none"> Must be covered
Hair	<ul style="list-style-type: none"> Color must be natural looking Not distracting to the educational environment. 	<ul style="list-style-type: none"> Color must be natural looking Should not hang over eyes/i.e. If you have to adjust to keep out; it is too long

	<ul style="list-style-type: none"> Style should be neat and gender appropriate. 	<ul style="list-style-type: none"> Should not be to or below the collar Not distracting to the educational environment Style should be neat and gender appropriate.
Head Coverings	<ul style="list-style-type: none"> Appropriate, lady like, head coverings can be acceptable; discouraged for daily use. May be asked to remove if distracting Hoods acceptable between buildings, not when inside. 	<ul style="list-style-type: none"> Not allowed in buildings Hat goes in locker during school day Hoods acceptable between buildings, not when inside.
Off Campus	<p>We strive to be a witness for Christ and present our school as a place of excellence. You are an NC Eagle when at school and when you are not.</p> <p>Dress code is ideal at all school activities. Casual after-school attire can be acceptable in informal settings (including sporting events on campus and away) but should be neat and modest. i.e. Knee length shorts and/or nicer sweatpants. The school may discipline according to the dress code in its entirety any time a student is on campus or at a school function.</p>	
Activities	Dress for participation in athletics, music, speech, and field trips will be determined by the coaches or sponsors.	
ALL Clothing	Undesirable or questionable products, slogans, and insinuations are not allowed.	

DRIVING

We ask for strong parental communication and supervision when your child is driving to and from school. If a student is reportedly driving in a negligent manner, a warning will be given, along with a notification to the parents. Consequences can escalate to a one hour detention and up to a \$25 fine per incident.

RELATIONSHIPS

Our desire at NC is that every aspect of a young person's life is brought into line with God's Word, including putting others before self, living a life of personal purity and blamelessness, and bringing glory to God in all of life.

Based on these principles, we provide opportunities for students to interact with those of the opposite sex and to develop better interpersonal skills. We encourage guy-girl relationships in group settings, but we want to establish an atmosphere that discourages the cultivation of romantic feelings. For these reasons, the school and all staff members will not sponsor activities that do not fit within this philosophy.

We want to help students avoid temptations and pitfalls and leave themselves beyond reproach when it comes to relationships with the opposite gender. We, therefore, have two explicitly related rules:

1. Inappropriate physical contact is prohibited.
2. A boy and girl should not be in a car by themselves on campus unless they are brother/sister. Other legitimate exceptions may be made but should be disclosed to the NC office.

REQUIRED HOURS

As required by the Nebraska Department of Education, the minimum number of hours school will be in session during the school year is as follows:

- Kindergarten—400 hours
- Grades 1-8—1032 hours
- Grades 9-12—1080 hours

Lunch periods do not count toward these hours.

ATTENDANCE

Good attendance is a key to a successful NC experience. Because we partner with parents, we expect that family choices for appointments and vacations will be in support of maximizing their child's classroom seat time at NC. **A student who is absent will need to make up missed schoolwork.** When you know your child will be absent in advance, please ask for and make-up work prior to the absence. Students will be given a minimum of two days for each day of excused absence due to illness and one day for each day of excused absence for other reasons (including pre arranged absences), to make up tests or homework. On an individual basis, teachers may advance or extend the due date for a particular assignment or quiz or test.

1. We do not want sick students to attend school. Students should be clear of a fever for 24 hours before returning to school. Please take caution before sending a student to school, especially when they might have something that can be transferred to another student. e.g. illness, rash, lice, etc.
Communication with the office is paramount
2. Absences exceeding seven days per semester in any class may constitute a student losing credit in that class. Students exceeding seven days will be placed on a student support plan. A team will meet to form this plan and will include members such as parents, students, teachers, and administration.
3. All absences will appear on a student's permanent record. Parents should always notify the office ahead of time if their student will not be in school.
4. Truancy (absence without school/parent permission).
 - a. 1st offense: 1-day in school suspension
 - b. 2nd offense: 2-day in school suspension
 - c. 3rd offense: may lead to expulsion
5. Regular appointments for seeing the dentist, orthodontist, doctor, etc. or getting a haircut should be made for the day off during the school week.
6. A tardy is defined as being up to 15 minutes late to a class. After 15 minutes, it is considered an absence. The third tardy will result in 15 minutes of detention after school. Each additional tardy will result in a 30-minute detention. The tardy count starts over each quarter. If tardies are habitual, parents will be involved with a school team to implement a student support plan.

7. Students involved in extracurricular contests must be in attendance at school at least 4 periods prior to the dismissal for the contest in order to participate that day. The only exceptions to this rule would be a medical appointment with an accompanying note from the doctor, a funeral, or extreme circumstances. Please communicate with the Activities Director prior to the absence.

We often have **other students who would like to support fellow students** who are directly involved. To protect instructional time for students and staff, only those who are explicitly participating in practices and competition each day should then also miss educational time for the competitive event in which educational time is missed. Generally, junior varsity (JV) and varsity are considered separate teams. e.g. JV does not miss school to attend and support a varsity only event.

8. Students are expected to be present for all of their finals. If a student must leave prior to finals being given, they will need to alert the office for permission. A \$50 fee may be assessed for taking finals early, and the finals will be given at the convenience of the school and teachers. Finals missed due to sickness will need to be made up as soon as possible.
9. School Closing or Late Start Information will be posted on our website: nebraskachristian.org. Updates will also be posted on Facebook and Twitter, and text-alerts will go out to parents.

Any time a parent feels it is unsafe for their children to travel, please call the office to excuse them for the day.

ACTIVITIES AND STUDENT ORGANIZATIONS

Activity Philosophy

NC has established the following goals for the athletics and activities programs of the school:

1. To bring honor and glory to the Lord Jesus Christ.
2. To complement the academic and spiritual programs of NC.
3. To use the context of each activity to emphasize spiritual lessons and principles.
4. To be ambassadors for the Lord Jesus Christ, and secondarily for Nebraska Christian.
5. To teach and train the whole person in developing godly character.

Involvement in a student activity or organization is critical to having a well-rounded education. We are convinced that participation can aid the growth of students physically, morally, and spiritually and this is often where depth in relationships is found. As a general rule, all students should get and stay involved in activities while they are students here at NC. That being said, it is not required nor is a right to remain a part of any of these clubs, committees, or teams.

Nebraska Christian Schools belongs to the Nebraska School Activities Association (NSAA). This organization sets rules designed to provide equitable competition between high schools. This governing organization helps us sustain equitable rules of competition here at NC and across the state of Nebraska. Parents/students must acknowledge these rules and attest to adherence before participation.

Rules of Conduct

Each participant must commit to good sportsmanship. All participants in athletic events (opponents, referees, coaches, and fans) are either (a) fellow believers and brothers and sisters in Christ, or (b) non believers who constitute a mission field and who may respond to Christ on the basis of our behavior. Some important concepts are the following:

- We must respect all opponents.
- Officials are authority figures at games and must be obeyed and respected.
- Our words need to reflect an inward Christ-like attitude.

Philippians 2:7 says, “*Let your conduct be worthy of the gospel of Christ.*”

Athletic Opportunities

Students are encouraged to try out for the various school athletic teams. Nebraska Christian Schools currently offers girls volleyball, boys wrestling, boys football, boys basketball, girls basketball, boys cross country, girls cross country, boys track and field and girls track and field. The purpose is not only to have good teams, but also to demonstrate a clear testimony for the Lord.

Athletic Policy for Boys and Girls Sports

Nebraska Christian Schools' policy is that girls do not participate in boys' sports including, but not limited to, boys' wrestling or boys' football and that boys do not participate in girls' sports including, but not limited to, girls' volleyball at Nebraska Christian Schools.

As representatives of Nebraska Christian Schools, our athletes will not knowingly participate in a wrestling match or football game against a female opponent. To do so would be contrary to our goal of teaching our male athletes how to be godly young men and the principles outlined in God's Word. Our goal in this area is to continually teach our young men how to treat women with dignity and respect, as being created in the image of God. Our competitors, regardless of gender, are made in the image of God, and we cannot set aside how God has created them or their purposes before Him.

In regards to transgender athletes, we will attempt to use prudence and judgment. Our first criteria will be to consider the athlete by the gender of their birth. If a wrestler or football player is biologically a boy, but identifies as a girl, it is possible we may still compete. If the opponent is biologically a girl, but identifies as a boy, we will not compete against her. If the opponent has undergone a physical sex-change procedure, whether it is male to female or vice-versa, we will not compete.

We will abide by the rules of the National High School Federation and the Nebraska School Activities Association as to the process of forfeiting any contest that we face in this situation. It will count as a loss on the wrestler's or team's record and may lead to elimination from a tournament.

Class Fundraising

All fundraising must be approved by the administration. We are extremely cognizant of the fact that we have very generous supporters, and we want to be very respectful in the frequency and method in which we ask for their support.

Music Organizations

Students who wish to become members of choir, musical ensembles, or instrumental groups are selected by tryouts. Groups and soloists perform in churches and music contests each year.

Speech

Students are given opportunities to participate in speech contests during the winter speech season.

Student Council

Each class elects a president who will also serve on the student council. A student council president, vice president, secretary, and treasurer will be elected from the junior and senior classes. This group is responsible for planning various events, such as Homecoming and pep rallies.

Quiz Bowl

Team members practice and compete during the designated season.

One Act

Students in NC's fall drama class will go to One-Act Play competitions

Junior High

All 7th and 8th graders have the opportunity to participate in junior high sports. By Nebraska Department of Education rule, sixth grade students and below are not allowed to participate in junior high athletics. Exceptions for sixth grade students can be made when combined 7th-8th grade classes drop to a total of twelve or fewer males or females respectively. In general, while junior high athletics are not regulated by the NSAA, they will follow the same protocols as our high school students.

Music/Media

The school believes that music should fit the principle of Philippians 4:8. "Finally, brethren, whatsoever things are true, whatsoever things are honest, whatsoever things are just, whatsoever things are pure, whatsoever things are lovely, whatsoever things are of good report; if there be any virtue, and if there be any praise, think on these things."

Because trends in music may encourage drug use, violence, and sexual immorality, all forms of music that suggest a sinful lifestyle are prohibited on campus or at any extra-curricular activity. All music that is used in the athletic fields, gym, on the bus, or in the locker rooms must be approved by the Athletic Director.

Sportsmanship

Good sportsmanship should characterize our participants and spectators. It is appropriate to encourage our team, always respecting the opponents and officials. When an official makes a call with which you disagree, booing or yelling is not appropriate.

DISCIPLINE

NC will work through love to help each student exhibit appropriate behavior at school. Our aim is to help our students develop a strong sense of Christ-like self-discipline. In order to successfully meet our goals, we will employ such discipline as seems wise and necessary for each situation. Parents will be kept informed concerning their student's behavior. In the infrequent case when there is probable cause of a violation of school policy or state law, the administration does have the right to search vehicles, lockers, book bags, cell phones, computers, or other electronic devices.

Detention

Communication from the offended (e.g. Classroom teacher, administrator, etc.) should always take place to ensure the student has an understanding of the infraction. Parents will be notified.

Detention will be held after school on the day or the day after the detention is given. Detention begins at 4:10. Tardiness will result in extra time served. Students must bring homework or reading material to this detention time. No talking is allowed during time in detention.

An unexcused absence from detention will result in the detention doubling. Proactive communication can help avoid further consequence.

The sequence of detentions for behavior:

1st and 2nd offense - 30 minutes

3rd offense - 1 hour detention

4th offense - *day 5 detention

5th offense - **suspension

6th offense - may lead to expulsion

*Reports next week day in which we do not have school from 8:00-10:00 am

**Student support plan required

Office Referral

A referral to administration, especially when so urgent that class removal is appropriate, is very serious. If a student has been referred to administration more than once, there will be a meeting with that student, parents, teacher, and administration before they are reinstated. Repetitive dismissal from classes may result in expulsion.

- A student may be sent to the office for disruptive behavior.
- Students asked to leave class will be dealt with on a case-by-case basis.
- Parents will be notified by the teacher/administrator.
- The student and parent may need to have a conference with the administrator and teacher involved in order to be reinstated to the class.

Suspension

There are three types of suspension: suspension from extra-curricular activities, in-school suspension, and out-of-school suspension. Suspensions of more than three days may occur for serious infractions of school policy. All homework needs to be completed while serving the suspension and is due on the day following the suspension.

Probation

Probation is for the purpose of restoring a student's relationship with authority. It will be a conditional enrollment during a specified period of time. During this time, weekly accountability conferences will be scheduled for the student. If a student does not adhere to probationary procedures, he will be expelled or asked to withdraw.

Faculty, staff, and administration all may be involved in the determination of probation for a student. Reasons for probation include academic issues, behavior, and/or attitude. Students on probation cannot serve as class officers or be on the Student Council.

Reconciliation

When a student voluntarily chooses to come forward and confess to a faculty member his/her involvement in a misdemeanor or felony on or off campus, sexual immorality, or use of alcohol or illegal drugs, the opportunity for reconciliation is available. Consequences (such as suspension, random drug testing, counseling and accountability) can be expected with offenses of this nature, but as fruits of repentance are evident, students who have confessed and repented may be allowed to continue their enrollment at NC upon evaluation by the administration. Students who commit offenses that endanger others on campus (such as verbal threats or possessing weapons, firearms, alcohol or illegal drugs) are not offered continued enrollment.

Expulsion

Students may be subject to expulsion for conduct in violation of the policies of the board, rules and regulations of the administration, and for refusal to obey direction of administration and staff.

We will treat each situation individually, looking at the heart and past and present attitudes of the student. The Superintendent will make the final decision regarding expulsion. Any appeal of the Superintendent's decision may be made to the board in writing with a copy to the Superintendent.

Readmission

A student who has been expelled or who has withdrawn for disciplinary reasons may be considered for readmission after a minimum of one quarter from the date of expulsion upon approval of the Superintendent.

Parental Partnership

The school holds parents responsible to hold their children accountable for off-campus conduct, but NC reserves the right to immediately discipline (e.g. suspend or expel) a student for serious infractions of school policy, whether those infractions occur on-campus or off-campus.

FIRE AND TORNADO PLANS

Please follow the procedures outlined a) on walls in your classroom/area. Greater situational detail can be found in the NC Safety manual.

TRANSPORTATION TO SCHOOL ACTIVITIES

1. The school will provide transportation to away events for participants only. At times, exceptions can be made on a whole school opportunity basis. A fee may be charged for those desiring to utilize school transportation.
2. Participants must ride on school-provided transportation. Exceptions can be made for students on a case-by-case basis when the school-sponsored activity is in a town that is on a student's way home. For liability reasons, written permission from a parent (handwritten note or email to nc@nebraskachristian.org) must be received in the office prior to the team's departure. Students following the bus are not allowed to transport any students.
3. Participants and spectators who ride school transportation to an away event must ride school transportation back. Exceptions will be made for students whose parents pick them up personally and write a note to the coach. Early communication is helpful for our planning.

Bus Regulations

1. Board the bus in a mannerly fashion.
2. Remain seated while the bus is in motion.
3. Talk in a conversational tone.
4. Do not put arms or any part of the body out of windows.
5. Do not throw anything out the windows.
6. Be silent at railroad crossings.
7. Keep aisles clear.
8. Be responsible, be respectful, and be courteous.

School transportation is a privilege. Violators may be asked to find other modes of transportation if unable to utilize transportation in an appropriate manner.

PROHIBITED FROM SCHOOL

The following are prohibited: firearms (including toy guns), archery equipment, knives, swords, spears, matches, lighters, laser lights, fireworks of any kind, etc. Bringing these items to school will result in confiscation of the item and appropriate disciplinary action. ***Possession of firearms on campus is a felony and may lead to expulsion.***

INSURANCE

All students are urged to participate in the school's group hospitalization, medical-surgical plan unless they have adequate protection at the time of enrollment.

Nebraska Christian Schools, Inc. assumes no responsibility for illness or accidents on or off campus, in or out of school activities. The use of the school facilities is at the student's own personal risk.

A parent or guardian of each student must sign a medical authorization form, giving the school permission to obtain emergency medical care for the student and authorizing a physician to perform necessary services.

MEDICATIONS

Students may be given acetaminophen or ibuprofen in the office only with a signed parental permission form. Students needing to take prescription medicines should check them into the office in the original bottle along with a signed note from parents. Students shall then come to the office in order to take the medication.

VISITORS

Parents and others in the community are invited to visit the school during any regular school day.

- 1. Planning and approval prior to the day of the visit is required, regardless of invitations from current students/families.**
2. Upon arrival, all visitors are required to report to the school office to attain a visitors sticker.
3. Discretion will be used as to the appropriateness of the visit. A parent or guardian shall accompany all children below school age who are visiting on the campus.
4. Visiting students are asked to dress neatly and appropriately. (See dress code)
5. Outside guests are welcome to eat in the dining hall; please make arrangements with the office.

SUPPORT

Tuition at Nebraska Christian Schools covers approximately 75% of the cost of educating the students. The school depends upon donations to cover the remaining cost.

NON-DISCRIMINATORY POLICY

Nebraska Christian Schools has had a non-discriminatory policy since its inception in 1959. NC admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to other qualified students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational and admissions policies, scholarship programs, athletic and other school-administered programs.

SECLUSION & RESTRAINT POLICY

All NC employees are to use all methods and strategies of discipline and instruction that include no physical touch first. If the safety of self or others becomes a factor, using the least amount of physical restraint to resolve and diffuse the issue is the mandate. All physical restraints must be reported to administration. The report should include a written statement documenting the event. It should be signed and dated by any employee or volunteer that was present for the event.

BULLYING PREVENTION POLICY

We recognize the negative impact that bullying has on student health, welfare, safety, and the school's learning environment; therefore, such behavior is prohibited. For the school's purposes, bullying is defined as any ongoing pattern of physical, verbal (spoken or written), or electronic abuse on school grounds, in a vehicle owned, leased or contracted by our school being used for a school purpose by a school employee or his or her designee, at a designated school bus stop or at school sponsored activities or school-sponsored athletic events.

Bullying may constitute grounds for long-term suspension or expulsion, subject to state and federal statutes and the school's student discipline and due process procedures.

It shall be the responsibility of the superintendent to implement appropriate programs or procedures for the purpose of educating students regarding bullying prevention.

CHANGES TO THE STUDENT HANDBOOK

The administration reserves the right to change any policy or procedure at any time, at their sole discretion, after reasonable notice to Nebraska Christian students and families. Additionally, the manual is reviewed and approved by the NC Board of Education annually.

ADMINISTRATIVE GRIEVANCE POLICY

There are many interpersonal relationships important to the purpose and functions of Nebraska Christian Schools, and with these relationships are opportunities for misunderstandings, suspicions, and hurt feelings. When not immediately addressed, these may lead to gossip and slander that counter the work of the school and destroy its testimony for Jesus Christ.

The aggrieved should first go to the source of the grievance in an effort to resolve the grievance. Many times grievances can be resolved at this level; i.e., parents should speak with a teacher about a classroom problem; teachers should speak with the administrator about a school problem; the administrator should speak with the School Board about a policy problem.

When dealing with a grievance, the aggrieved and the source should adhere to the following guidelines:

Prayer: Pray for God's wisdom. (James 1:5)

Discussion of Complaint: Discuss the grievance only with those who are part of the problem or part of the solution. (Matthew 18:15)

Openness: Be open, friendly, willing to listen, and seeking peace.

Understand the Complaint: Make certain the complaint is understood and all circumstances surrounding the grievance are clarified. Both parties should have the facts.

Resolution: Come to some type of resolution of the problem even if the agreed resolution is to proceed to the next higher authority.

Implement the Solution: If there has been a solution, allow adequate and reasonable time for the solution to be implemented before proceeding to the next higher authority. Notify all parties involved of an appeal to the next higher authority.

Process for implementing the solution:

1. Based on I Corinthians 10:27-31, we believe that each individual Christian should make his own decisions for conscience's sake when it comes to disputable issues (Romans 14:1-5). That does not mean that the administrator should not make and enforce rules. Rules should be followed by our students from those in authority over them, and the administration should respect the authority over them (i.e. the Board of Education).
2. In no case shall the board members circumvent the administration in regard to grievances. The following 4-step program should be followed in regard to a grievance from a student or parent.
 - A. The parent or guardian should first contact the teacher or person with whom they have the grievance.
 - B. In the event that the grievance is not resolved, the parent should meet with the person with whom they were not able to reach a satisfactory answer and the administrator.
 - C. If the grievance is still not resolved, the parent shall meet with the person, administrator, and two board representatives.
 - D. If the grievance can still not be worked out, the parent will meet with the administrator and the entire board of directors.
3. If a student is involved in sin, emphasis should be on correction, discipline, then love and restoration.
4. The board encourages the administration to talk to the board in regard to disputable matters.
5. The board of directors and the administration should be viewed as being on the same team. This can be achieved by honest and open communication between the board and the administration.