



SARASOTĀ

CHRISTIAN SCHOOL

Parent/Student Handbook

2024-2025

www.sarasotachristian.org
941.371.6481

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Introduction to the School

Sarasota Christian School was established in 1958 by a group of Mennonite parents interested in having their children educated in a truly Christian atmosphere. The school aims to serve this need for all who are interested in a distinctively Christian education regardless of denomination, race, color, or national origin.

Sarasota Christian School has shown steady growth from its beginning of only 15 students on the first day. It is located on an inviting 25 acres and offers quality educational programs on the elementary, middle, and high school levels. Its students come from a wide variety of backgrounds and represent many denominations and congregations. Sarasota Christian School provides an environment in which students can grow and thrive. We are a community of learners called to a lifetime of service through Christ.

Mission

The mission of Sarasota Christian School is to equip students with a love for Christ, a passion to learn, the courage to lead, and a commitment to serve.

Statement of Faith

- We believe there is one God, eternally existent in three persons: Father, Son, and Holy Spirit. (Matthew 28:19, John 10:30)
- We believe in the deity of our Lord Jesus Christ (John 10:33), in His virgin birth (Isaiah 7:14, Matthew 1:23), in His sinless life (Hebrews 4:15, Hebrews 7:26), in His miracles (John 2:11), in His vicarious and atoning death through His shed blood (I Corinthians 15:3, Ephesians 1:7), in His bodily resurrection (John 11:25, I Corinthians 15:4), in His ascension to the right hand of the Father and in His personal return in power and glory (Acts 1:11, Revelation 19:11).
- We believe in the present ministry of the Holy Spirit and His indwelling in the Christian (I Corinthians 3:16, 6:19-20, Ephesians 4:30).
- We believe the Bible to be the inspired and only infallible, authoritative Word of God (II Timothy 3:16, Peter 1:21).
- We believe that for salvation of lost and sinful people, regeneration by the Holy Spirit is absolutely essential, and that people are justified by faith alone and that by God's grace alone are we saved (John 3:16-19, John 5:24, Romans 3:23, Romans 5:8-9, Ephesians 2:8-10, Titus 3:5).
- We believe in the resurrection of the saved unto life and the resurrection of the lost unto damnation (John 5:28-29).
- We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9, I Corinthians 12:12-13, Galatians 3:26-28).
- We believe that the term *marriage* has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18-25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (I Corinthians 6:18, 7:2-5, Hebrews 13:4). We believe that God's command is that there be no sexual intimacy outside of or apart from marriage between a man and a woman.
- We believe that God wonderfully foreordained and immutably created each person as either male or female in conformity with their biological sex. These two distinct yet complementary genders together reflect the image and nature of God (Genesis 1:26-27).
- We believe that human life is of inestimable worth and should be valued, defended, and protected from conception through natural death (Psalm 139:13-16, Genesis 9:6, Psalm 100:3).

Core Beliefs

Christ-Centeredness

- Sarasota Christian School is a Christ-based educational institution rooted in Christian beliefs.
- We recognize that Christ died for all. We also recognize the call for each individual to personally believe and accept Christ as Savior and Lord.
- We recognize and promote Christ's emphasis on the preciousness of all humanity.

- We recognize that Christ is central to the interpretation of all scripture. All of scripture is viewed in the context of the teachings and life of Christ.
- We recognize that to follow Christ means to aspire to develop His nature and moral character. We also recognize the call for each of us to give up our life for others.
- We recognize Christ's call to be in the world but not of the world. We are citizens of the Kingdom of Christ with all the privileges and responsibilities that come from this citizenship. Such citizenship is the foundation for our call to mission and service to the world.

Excellence in Teaching and Learning

- We value developing students' minds, bodies, and spirits rather than focusing on academics alone.
- We believe developing each student's individual academic abilities to the fullest is the primary goal in the academic sector of a student's education.
 - We believe a safe, nurturing environment within the community is conducive to learning.
- We believe all members of the school community, students, faculty, and staff have God-given talents, and all members of the school community are charged with being good stewards of their talents.

Community

- We strive to nurture the relationships among students and families, teachers, staff, church, and the local and global community.
 - We cherish our students and their families.
- We desire to create an atmosphere in which all members of the community experience and share Christ's love.
- We appreciate and value the support of our local churches and strive to foster interaction among denominations. We are a denominationally diverse community, and we encourage all to follow in Christ's footsteps.

Service

- We believe God has richly blessed our school community with an abundance of varied gifts and talents, and we strive to share these gifts and talents with local and global communities and churches.
- We desire to follow Christ's teachings to reach out to people in need and to share His love even with those who disagree with us.
- We recognize that energy, enthusiasm, and creativity encourage students to gain life skills for service in the mission of the church.

Educational Philosophy

- We believe education is not an end itself, but that it relates to a larger purpose of transmitting "the grace and knowledge of our Lord and Savior Jesus Christ." (II Peter 3:18)
- We work in partnership with the home, the church, and the community to achieve our mission to honor God by providing academic excellence for our students while developing their faith.
- Our commitment is to develop a school in which our community identifies us as: Christ-centered, educationally excellent, a welcoming community, a place of peacemaking and serving, and a place that provides opportunities.

Christ-Centered

We believe Jesus is central in all aspects of daily life. We call our students to acknowledge Jesus's presence in their lives and to be followers of Christ.

We believe teaching is not just a job; it is a ministry. Our faculty, coaches, administrators, and staff members are called to model Christ's love to students and incorporate His teachings into all aspects of our community. We provide faculty and staff that are professional, accountable to the faith community, and committed to faith-infused educational practices.

We encourage students to become actively involved in the life and witness of their local congregations, both in our community and around the world.

We strive to integrate faith and knowledge while keeping Christ as the focus of learning.

Educational Excellence

- We advocate academic excellence at all grade levels, and we provide a challenging curriculum for our students.
- We employ teachers who are deeply concerned with the preciousness of humanity and who treat students as works in progress, not finished products, understanding that student points of view serve as

an instructional entry point. We require that our teachers and students treat each other with dignity and respect.

- As a Christian educational institution, we strive to address the needs of the whole person--the intellectual, physical, social, emotional, and spiritual dimensions. To this end, we provide a variety of curricular, extra-curricular, and co-curricular programs and activities that help students to become well-rounded individuals. We strive to prepare students to be successful at SCS, to be successful in their communities, and to be successful in their Christian walk throughout their lives.
- We expect students to exercise their rights and responsibilities as Godly citizens and to possess the knowledge and skills needed to live in a global world.
- We expect students to be under the Lordship of Jesus Christ, to live as children of great worth in the eyes of the Savior, and to live as a people who respect their own heritage as well as the heritage of others.

Community and Service

- We are committed to working in partnership with local churches and the home to nurture our youth in their Christian faith.
- We commit to making our school free of drugs, alcohol, vaping, weapons, and abusive behavior.
- We seek to resolve conflict and restore relationships according to Biblical principles. We believe in open dialogue that encourages growth by working through problems rather than ignoring them.
- As is characteristic of Christian schools, we recognize that peace is first nurtured by a personal relationship with Jesus Christ. From this perspective, students learn that God calls all people to be agents of reconciliation, whether in school or as members of the global community.
- We provide opportunities for all students to volunteer their time regularly at both churches and at local social service agencies.

Opportunities

- We strive to provide opportunities for students so that they develop their gifts and interests within a place of grace, peace, and joy.
- We build our curriculum around both core courses and electives and our co-curricular program around student interests.
- We connect students with churches and church leaders, with Christian and community social service agencies, with Christian artists, as well as with counseling and tutoring opportunities.
- We expect students to gain knowledge and develop skills that open up for them a range of career choices.
- We expect students to graduate and to focus their lives on mission and service within both the local and global communities.

Educational Goals

- Sarasota Christian School focuses on a personal relationship with Jesus Christ, preciousness of humanity, integrity, and honesty.
- Students who graduate from SCS uphold high spiritual, academic and behavioral standards that openly integrate a Biblical lifestyle of discipleship and education. The SCS community defines discipleship as lives being transformed to the teaching and example of Jesus. Sarasota Christian School offers an educational standard that is judged as acceptable by the highest level of educational accountability. SCS is an accredited institution within the Florida Council of Independent Schools and Cognia.
- Sarasota Christian School students successfully compete at the highest levels nationally and internationally. They are prepared to make well-reasoned, thoughtful, and healthy lifelong decisions that reflect high spiritual and academic standards that openly integrate education with a Biblical lifestyle of discipleship.
- Sarasota Christian School provides opportunities for learning and developing personal and behavioral skills to enhance students' roles as disciples of Jesus Christ.
- Sarasota Christian School students adhere to the lordship of Jesus Christ. They possess a sense of worth and respect for their own heritage and the heritage of others. SCS students exercise their rights and responsibilities as godly citizens and possess the knowledge and skills needed to live in a global world.
- Sarasota Christian School students, as disciples of Jesus Christ, learn and develop foundational skills for a range of career choices.

- Sarasota Christian School staff and faculty collaborate with families, churches, and community agencies to prepare students for success at SCS.
- Sarasota Christian School students graduate and are prepared to enter the work force and postsecondary education with personal faith in Jesus Christ. Students graduate with lives focused on Christian service.
- Sarasota Christian School provides a quality environment conducive to teaching and learning. Teachers at SCS are deeply concerned with the preciousness of humanity. They treat each student and his or her endeavors as works in progress, not finished products, understanding that each student's point of view serves as an instructional entry point. Peers and teachers treat students with dignity and respect.
- Sarasota Christian School, in partnership with SCS families, local churches, and community service, provides an environment that is drug free and protects students' health and safety.
- Sarasota Christian School provides faculty and staff who are professional and model the integration of education with a biblical lifestyle of discipleship. SCS teachers are innovative and use diverse instructional methodologies. SCS faculty and staff form a community of accountability.

Accreditation

To ensure that the highest quality of education is maintained, faculty and administration regularly evaluate the total program from Pre-Kindergarten through 12th grade. The Florida Council of Independent Schools (FCIS) affirms this evaluation. Sarasota Christian School is accepted with full accreditation by FCIS.

SCS derives standards for living from Christ's example and the Bible, and we expect the SCS community to support and practice these standards. This following section provides a common understanding of what is needed to Jive and work together as a school. SCS communicates these conduct standards through written expectations for modeling, teaching, practice, and the curriculum.

This Handbook is not a comprehensive listing of school rules and policies, but rather a summary of some of the rules and policies for your convenience. SCS reserves the right to interpret, apply, modify and/or adopt, with or without notice, its rules and policies at its discretion. Any action that disrupts the educational process is unacceptable.

General Information

School Hours

	Earliest Arrival Time Permitted	Classes Begin	Dismissal
Middle/High School	7:30 a.m.	7:45 a.m.	3:05 p.m.
Elementary School	7:30 a.m.	8:00 a.m.	2:45 p.m.

Please observe the above times. Upon arrival, students must remain on campus until school is dismissed, unless prior parent approval is given. Students are expected to leave campus immediately following dismissal unless they are involved in an extra-curricular activity or a co-curricular activity and are under the supervision of a faculty or staff member. Teachers are available to meet with students after school, by appointment, until 4:00 p.m. The school does not provide supervision, nor can it be held responsible, for students arriving early or staying late when not participating in a school activity. After 7:40 a.m., all gates will be secured, and campus visitors must enter through the front door.

Our After-Care Program is designed to provide childcare for students of parents who desire after-school care. After-Care is held on campus after school is dismissed from 3:00 p.m. - 5:30 p.m. Students not picked up by 3:00 p.m. will be taken to the elementary school After-Care program and middle school students not picked up by 3:20 p.m. may be taken to middle school After-Care. A fee will be charged for their supervision.

Closure of School

When weather conditions necessitate a change in our schedule SGS will communicate changes via the message system of the main phone line (941-371-6481), posted at www.sarasotachristian.org, and communicated via social media and/or by text alert system.

In the event of an actual emergency requiring school closure when students are on campus, the emergency notification system will be activated to notify families of the emergency.

Schedules

Proposed 2024-2025 Bell Schedule

Middle School	
Homeroom	7:45 - 7:55
1 st Hour	7:59 – 8:47
2 nd Hour	8:51 – 9:39
3 rd Hour	9:43 – 10:31
4 th Hour	10:35 -11:23
Lunch	11:27 – 11:52
5 th Hour	11:56 – 12:44
6 th Hour	12:48 – 1:36
7 th Hour	1:40 – 2:28
Homeroom	2:32 – 3:05

High School	
Homeroom	7:45 - 7:55
1 st Hour	7:59 – 8:47
2 nd Hour	8:51 – 9:39
3 rd Hour	9:43 – 10:31
4 th Hour	10:35 – 11:23
5 th Hour	11:27 – 12:15
Lunch	12:19 – 12:44
6 th Hour	12:48 – 1:36
7 th Hour	1:40 – 2:28
Homeroom	2:32 – 3:05

Academic Life

Sarasota Christian School prepares students for success in post-secondary education and employment through high academic standards that openly integrate Biblical teachings. Our curriculum fosters intellectual development by teaching students to think critically and creatively and to value the importance of their studies. It fosters spiritual development by expanding Biblical understandings and applications, encouraging commitment to the church, exploring evangelism and missions, and teaching the practice of the Christian disciplines.

Access to Records

In accordance with Florida Statute 61.13 and the Family Educational Rights and Privacy Act (FERPA), either parent may have access to their child's records unless a court order specifically revokes or restricts these rights. Individuals who are not a parent/guardian, are not permitted access to student records without parent/guardian consent. Student financial accounts must be current in order for records to be released.

Baccalaureate and Commencement

Students must be full-time (i.e., a minimum of six courses per semester are required for grades 9-12 through SCS approved programs) in order to participate in Commencement and to receive a SCS diploma. Part-time students are not eligible for a SCS diploma. Additionally, the High School Principal reserves the right to make the final decision on including seniors in Baccalaureate and Commencement based upon credits, capstone requirements, service hours, and discipline reports.

Community Service Hours

Sarasota Christian's (SCS) high school students are expected to perform 37.5 community service hours per high school year attended at SCS (i.e., 150 hours for a four-year SCS high school student). 100 hours may be from paid work, (see Appendix I) for Bright Futures detailed information. Any service program for which a high school student desires to serve must be for a pre-approved organization (see [Record of Community Service Form](#) located on our [website](#)) or approved by the High School Principal, or their designee, before starting the community service. A minimum of 25 hours must be attained through a community organization, either a non-profit organization that gives no monetary compensation to students, or through a for-profit agency which has an established volunteer program. The remaining 25 hours may be attained through either church or SCS. A full credit will be earned for meeting the 150-hour requirement and a half credit for 75 hours. Service hours must be completed by the end of the 1st quarter of the senior year.

You may request additional community service plans for other organizations by completing the [Record of Community Service Form](#) located on our website.

Conferences with Teachers

Parents, students, teachers, High School/Middle School/Elementary Principals, or the Head of School may initiate conferences as needed. Communication concerning a student's spiritual, academic, physical, and behavioral growth is encouraged. Parent-teacher conferences provide a time for parents and teachers to gain a better understanding of each student's strengths, interests, and challenges.

Elementary and Middle School conferences will be scheduled by the school at or near the end of the first quarter, which is a non-student day. High School/Middle School/Elementary teachers will schedule individual conferences as needed with parents at or near the end of the 3rd quarter.

Parents may schedule conferences with individual teachers as desired; requests for group conferences involving several teachers should be made through the Elementary School Principal, Middle School Principal or High School Principal.

Parents with concerns about a student's performance in a specific course should first talk with the teacher. If the parent still has concerns, a conference may be scheduled that includes the parents, teacher, High School/Middle School/Elementary Principals, and student (if appropriate).

Failing Grades

Students must have a D- or above in order to receive credit for a course. If a high school student fails a required course, he/she must make up the course. Students must make up courses during the summer at an SCS approved and regionally accredited public or private school program, or through Florida Virtual School at parent's expense. Honors and AP classes, as well as world language classes may have additional requirements. See specific course listing for more information. Middle school students that fail a core course must work with the Middle School Principal to develop a plan for making up the course in the summer.

Field Trips

Field trip attendance is a privilege and may be withdrawn if the student has difficulty following the handbook guidelines; parents will be responsible for any expenses incurred to send a student home early. Field trips are a central part of the educational experience at SCS. Tuition rates include the cost of all educational day trips. No separate fee will be charged for day trips. Overnight field trips will carry additional fees. Annually, a Field Trip Permission & Indemnification form will be sent home with students. The form needs to be signed and returned before the first trip. Should a compelling reason arise that would prevent a student from attending an overnight field trip, parents must make a written notification one week in advance and accordingly other homework assignments will be given. Detailed plans from teachers can be expected from teachers for the field trip. All students will follow the behavior expectations from the student handbook.

Final Exams and Student Portfolios

Students in grades 7 - 12 will have final exams. Teachers may require portfolios, projects, or a combination thereof, to demonstrate student mastery of the course objectives. Final exams will be administered on scheduled days and times will be determined by the administration and teachers. All high school students must take their final exams at the scheduled time. This also applies to 8th grade students taking courses for credit toward graduation. In the event of absence or the student is late in excess of 15 minutes, a fee of \$50.00 will be charged for each exam taken out of the scheduled time period. This helps to cover the cost of time taken to write and administer a separate exam. It is the student's responsibility to make arrangements to make up the exams with the teachers.

School Partnerships

SCS is committed to school partnerships from which the students learn to serve others, and which classes may support financially through school projects. These partnerships may be local, national, or international in nature. New partnerships should be formed with the input from the school administration.

Grading System

Evaluation of the progress of students is conducted with appropriate assessments. Kindergarten through second grade students receive a report at the end of each quarter summarizing academic and developmental progress. See **SCS Grading Guidelines** (see Appendix II) for more information. The following grading scale is in place for *first through twelfth grades*:

A+	=	100	C	=	71-78
A	=	91-99	C-	=	70
A-	=	90	D+	=	69
B+	=	89	D	=	61-68
B	=	81-88	D-	=	60
B-	=	80	F	=	59-0
C+	=	79			

Graduation Requirements

Students must have a minimum of 26 credits and a 2.0 cumulative G.P.A to graduate as outlined below. Transcripts show un-weighted G.P.A.s based on a 4.0 scale and weighted G.P.A.s on a 5.0 scale. For more complete information see the **Curriculum Guide**.

<u>Subject</u>	<u>Requirements</u>
Bible	4 credits
English	4 credits
Math	4 credits
Science	3 credits
Social Sciences	3 credits
Foreign Language	2 credits (3 for top universities)
P.E. and Health	1 credit
Fine Arts	1 credit
Electives	4 credits
Cornerstone	1 credit
Capstone	1 credit
Community Service	See "Community Service" section

Blazer Honors Diploma (in addition to the Graduation Requirements)

- The previously listed in the traditional diploma, plus the following requirements)
- Minimum GPA 3.5 (cumulative)
- National Honor Society Membership
- Minimum of 8 honors classes in core area (math, science, English, social science)
- Minimum of two AP courses of student's choice
- Total 28 credits Academic Honor Roll

Scholarship is recognized and encouraged through an academic honor roll recognizing high school and middle school students who have shown significant accomplishments in the classroom.

Academic recognition is given to those secondary students who achieve the following:

- Distinguished Honor Roll: 4.0 grade point average on the report card or equivalent letter grades
- Recognized Honor Roll: at least a 3.5 grade point average on the report card or equivalent letter grades
- Honor Roll: at least a 3.0 grade point average on the report card or equivalent letter grades

Senior Academic Awards

Seniors graduating with a 3.5 to 3.7 earn Cum Laude honors upon graduation.

Seniors graduating with a 3.71 to 3.9 earn Magna Cum Laude honors upon graduation.

Seniors graduating with a 3.91 and above earn Summa Cum Laude honors upon graduation.

Open Campus During Final Exams and/or Projects

"Open Campus" is defined as a 9th through 12th grade student privilege to leave the Sarasota Christian School campus during final exam days when the student is not scheduled to take a final exam.

Students who have a signed parental permission form on file with the High School Principal may sign out at the front office. Parental permission forms must be turned in to the high school administrative assistant at least four days prior to the first scheduled exam. It is the student's responsibility to return to school on time for his or her scheduled exam.

Further, students transporting students without parental permission is a serious offense and may result in the loss of this privilege in subsequent years.

When the student and parent sign the Open Campus agreement, they agree to release SCS from any and all liability for a student's actions during his or her exercise of the Open Campus privilege. Furthermore, the signed agreement also releases SCS from any personal injury or loss of life while the student is exercising his or her Open Campus privilege. It is expressly understood that, once the student leaves the Sarasota Christian School campus, SCS will have no further responsibility whatsoever for that student or his/her actions.

Progress Reports

Elementary parents in grades 3-5, middle school and high school parents are able to view their child's progress online throughout the year via FACTS SIS (formerly Renweb). Faculty will also be in communication with parents if a student is making insufficient academic progress.

Report Cards

The academic calendar is divided into four quarters as indicated on the SCS calendar. Grades are available throughout the year via FACTS SIS (formerly Renweb). Parents will receive report cards electronically at the end of each quarter. Questions about grades would be directed to the registrar to begin the process of answering a question.

Senior Trip and Other Overnight Trips

The senior trip and other overnight trips are a privilege. The Head of School and school principals reserve the right to make the final decision on trip attendance based upon grades, service hours, attendance, and discipline information. As an overnight trip, fees will be assessed to all participating students.

Spiritual Development

The quality and integrity of the spiritual life of a Christian school is paramount to producing a safe environment where students and faculty can mutually encourage one another as they seek the Lord's will from day to day. Sarasota Christian School desires to equip the mind, body, and spirit of each student enrolled through the following:

- **Curriculum:** Teachers integrate faith and Biblical teachings into the written and spoken curriculum.
- **Chapel:** Chapels provide time for student leadership, guest speakers, messages from area pastors, worship, prayer and small group community and character building.
- **Bible Classes:** SCS offers students Bible study in an academic setting as a place to learn and ask questions about Christianity. The ultimate goal of our Bible curriculum is to develop followers of Jesus Christ who learn to lead their peers from a Biblical perspective.
- **Devotions:** Each morning all classes will begin with classroom prayer and Biblical devotions.
- **Missions Opportunities:** Domestic mission experiences provide students with the potential to change the world while also being personally changed. The Great Commission was Jesus' last command and, therefore, should be our first concern. Using the model of Acts 1:8, we offer SCS students experiences locally, regionally, and nationally.
- **Small Groups:** These offer an intentional way for students to establish community through creating a sense of belonging, valuing differences, and working together. This process seeks to provide a peaceful environment for students to come together to hear and be heard as they cooperatively develop life-long learning and behavioral skills.
- **Student-Led Faith Groups:** One of the many exciting aspects of the spiritual life of our campus is seeing students' lives changed through student leadership.
- **Employee Participation:** SCS employees meet together weekly to worship through faculty/staff led worship times.

Student Promotion and Progress

For a variety of reasons, a student may require somewhat less or more time to develop their educational potential. Teachers will meet with parents and the student to determine the most beneficial placement of the student. They may also meet with the appropriate High School/Middle School/Elementary Principal. We will not accept reclassification students.

SCS strongly encourages all high school students to complete the four-year course of study in the four-year timeframe. The curriculum is designed to provide a carefully paced and meaningful academic, spiritual, and social experience that commences in the ninth grade and concludes at the end of the twelfth-grade year. Students who have accumulated 21 credit hours are considered to have attained twelfth grade status in terms of credits only, not in terms of twelfth grade student rights and privileges.

The credits high school students earn each year determine their promotion and grade classification.

Fewer than 6 credits

Freshman (Gr. 9)

7 credits (including 1 credit each in English, Math, & Social Science)

Sophomore (Gr.10)

14 credits (including 2 credits each in English, Math, & Social Science and 1 credit in Science)

Junior (Gr. 11)

21 credits (including 3 credits each in English, Math, & Social Science and 2 credits in Science) and 2.0 GPA

Senior (Gr. 12)

Attendance

Excellent attendance is highly valued at Sarasota Christian School. Because excellent student attendance is correlated to high levels of student learning, we encourage students to be in every class, on time, every day of the school year. We see it as the responsibility of each parent, teacher, administrator, and staff member to promote and stress the value of good attendance. The school will contact parents through RenWeb regarding student attendance problems and will work with families to develop a plan when non-attendance becomes problematic.

Excused Absences

Absences are excused by the High School/Middle School/Elementary Principals for the following reasons:

- Personal illness or injury (Requests for repeated or prolonged excused absences resulting from illness or injury may require a note from a doctor.). Note: Once a student goes home during the school day due to illness, they are to remain home for the rest of the day and may not participate in extra-curricular or co-curricular activities after school.
- Doctor's appointments
- Death of an immediate or extended family member
- College visits for high school students. High School Principal pre-approval is required.
- School events, extra-curricular activities, or co-curricular activities.

Requests for any other reason must be approved in advance by the High School/Middle School/Elementary School Principal or his/her appointee.

Procedures to Request an Excuse for an Absence

When possible, it is best to communicate excused absences to the Front Office prior to the absence or the day of the absence. The absence will remain unexcused if the request for "excused" status is not received within three (3) days of the absence. Every absence, both excused and unexcused, will be recorded in the permanent records. Any absence that does not receive preapproval from the High School/Middle School/Elementary Principal will be considered unexcused until a timely (three (3) days following absence) and acceptable explanation is received. Absences not described in the "Excused Absences" section above will be considered unexcused.

1. For student safety, it is imperative that parent(s) provide proper notification regarding student absences to the Front Office of the school as follows:
 - Email the Front Office at frontdesk@sarasotachristian.org
2. Paper or email notes clarifying the reason for an absence must be delivered to the Front Office within three (3) days of the absence.
3. Arrangements for missed class work are the responsibility of the student and/or parent. See "Missed Work" section for details.

Early Dismissal Procedures

1. Any student leaving early or going off campus for any reason must have a written parent permission note containing the following information:
 - a. parent/guardian's name and signature
 - b. the name of the student
 - c. the dates(s) of the early dismissal(s)
 - d. the reason for the absence(s)
2. This written parental permission note must be received by the Front Office before 8:30 am.
3. Students who have been given permission to leave early are to sign out in the Front Office. Students who leave campus without permission or without following proper procedures are considered truant and are subject to disciplinary action.
4. A student needing to leave the campus with a parent will be notified by the Front Office to meet the parent in the reception area. Parents may not go directly to the classroom to deliver or pick up a student.

Absence Calculation for Lower School

A student is counted absent for a full day if the student misses more than three and one-half (3.5) hours of the school day. A student is counted absent for a half day if the student misses between two (2) to three and one-half (3.5) hours of the school day.

Absence Calculation for Upper School

A student is counted absent for a full day if the student misses six or more (6+) periods of the school day including chapel and lunch. A student is counted absent for a half day if the student misses three (3) to five (5) periods of the school day. Absences for a student scheduled for less than a full day will be counted proportional to the amount of time he/she is scheduled.

Excessive Absences

Students in Elementary School may not accumulate more than ten (10) absences per semester. The Elementary School Principal will be notified when a student has accumulated ten (10) or absences over the course of the semester. At that time, the Elementary School Principal may determine that a parent conference is necessary in order to develop a plan for eliminating the absenteeism. Consequences for excessive absenteeism may include detentions, suspensions, or even expulsion depending upon the severity of the situation. Exceptions can be granted for acute or chronic illnesses or injuries or other such extreme scenarios. Habitual unexcused absences may be subject to Florida Law (Section 1003.21, Florida Statutes).

High School and Middle School students who miss 10 or more days during a semester for any reason other than school related absences will be in jeopardy of not receiving credit for each class or grade with 10 or more absences. Absences accumulate per class period as attendance is taken every class period. Also, the following procedures will occur in the event of excessive absences:

1. On the 5th absence of the semester, an email will be sent to the student's parent.
2. On the 8th absence of the semester, a conference will be requested between the administrator and the parent.
3. On the 10th absence of the semester, a student's credits for their courses are in question. A review by the Head of School will be required to re-establish credit.

Skipping

An absence without prior school and parental knowledge where a student leaves campus for any reason or stays on campus and misses a class, is defined as "skipping." Due to the serious safety concerns this behavior raises, any student found skipping will face appropriate disciplinary consequences. Parents will be notified if their student is found skipping.

Tardy to School - Homeroom or Period 1 Tardiness

Students who are not present in the classroom at the start of the school day (8:00 a.m. for Elementary School and 7:45 a.m. for High School and Middle School) are considered tardy to school. Tardies will be considered excused for personal illness or a doctor's visit when a parent or doctor's note is provided upon arrival. An excessive number of excused or unexcused tardies to homeroom or first period may result in an administrative review and/or the development of a plan for improvement.

Tardy to School Procedures

1. Students arriving late to school must sign in at the Front Office.
2. Students are responsible for obtaining a late pass if they are going to be late or miss any part of a class
3. Arrangements for missed work are the responsibility of the student and/or parent. See "Missed Work" section for details.
4. For unexcused tardies please refer to the Discipline Code in this student handbook.

Absences and Make Up Work

Students will be provided time to make up assignments after an absence. The time allotted for making up assignments is generally the amount of time the student was absent from class. (A shorter time may be negotiated with the student based on the student or school schedule.)

Extracurricular Participation

In order to participate in an extracurricular after school activity the student must be present for the full school day. Unless the reason is an excused absence or pre-approved by the principal or athletic director.

Behavioral Guidance

Taken from the same root word for *disciple*, discipline is established and maintained at SCS with the intent to *train* or *build into* the lives of students (Matthew 28:19; Proverbs 22:6). Our goal is for students (and adults) to grow in self-discipline according to God's Word so that external discipline measures become less needed.

The following statements provide some perspective on the school's discipline philosophy:

- Discipline may be at first perceived as unpleasant and involve a difficult process of sorrow and repentance; however, the end result is to produce righteousness, peace and strength. (Hebrews 12:11- 13; II Corinthians 7:8-10; Proverbs 23:13-14)
- While discipline may result in short-term or long-term consequences, this does not stop full forgiveness from being extended. (II Samuel 12:9-14; Numbers 14:18-23; Psalm 99:8; Exodus 34:5-7; Jeremiah 30:11)
- Discipline is directed at the behavior or attitude, not the individual person.

This handbook is not intended to be and cannot be all-inclusive or define all types and aspects of student management standards. The administration reserves the right and assumes the authority to declare rules and regulations in all matters of student management not otherwise specified. Students are reminded that any faculty or staff member in the school has the authority to correct students at any place and at any time.

Discipline

The school is best able to provide an enriching, enjoyable, and constructive educational experience for each student by maintaining a positive and disciplined learning environment where consideration is given to each person's needs. It is the school's responsibility to provide the proper learning environment for students. It is the student's responsibility to make a commitment to live within the rules and regulations that are necessary for us to trust each other and function together each school day in a God-honoring manner.

To contribute to a good social and educational environment, acceptable standards of behavior will be expected at all times. Discipline will be administered when any student's actions interfere with the right of the teachers to teach and the students to learn. When an offense is committed, repentance and reconciliation will be sought in a biblical manner. (Matthew 18:21)

SCS's Fundamental Rules

In Sarasota Christian School, these four fundamental rules must be followed:

1. Students will ask for permission to leave their seat.
2. Students will ask for permission to speak out in class.
3. Students will address and reply to teachers with respect.
4. Students will follow instructions carefully.

Expecting perfect behavior from children at all times is an unrealistic expectation. However, in order to help children learn to take responsibility for their own actions and reactions, there are various methods of discipline that can be used to reinforce good behavior, for example, but not limited to: a stern look, warning or reminder, counseling with a student, change of seating, or contacting the parents.

Conduct Reports - Elementary

If other means of discipline have not been effective, a Conduct Report may be given. Conduct Report offenses in general are for failure to follow instructions and improper attitude or behavior. When a Conduct Report is sent home, a parent/guardian must review and sign the report.

Office Referrals

Students who consistently receive Conduct Reports or Demerits, but who do not exhibit a desire to change their behavior are candidates for an office referral. During a referral the student will meet with a member of the administrative staff to receive counseling. A copy of this session is put in the student's file, and multiple referrals may lead to a suspension or expulsion.

Demerits - Middle/High School

Students receive demerits according to the categories listed below. They may be written by any faculty, staff, or administration of Sarasota Christian School, but it is the Principals who make the final decision regarding demerits.

The first demerit written in categories 1-8 are recorded as a written warning. Categories 9-25 do not receive written warnings.

Students who receive no more than 5 demerits in a semester will have no record of this on their permanent file. Students who receive more than 5 demerits in a semester will have these recorded but will start the next semester with no demerits.

Demerit Penalties: Our 6th-12th grade demerit system addresses, but is not limited to, the following:

	Offense	1st	2nd	3rd	4th	5th	6th	7th+
1	Tardy to School	1	1	1	2	2	2	3
2	Tardy during School	1	1	1	3	3	3	5
3	Disorderly Conduct	1	1	1	3	3	3	5
4	Failure to Follow Instruction	1	1	1	3	3	3	5
5	Food and Snacks without Permission	1	1	1	3	3	3	5
6	Courtyard/Hall Violations	1	1	1	3	3	3	5
7	Dress Code	1	1	3	5	5	5	5
8	Phone/Technology Violation	1	1	3	5	5	5	5
9	Direct Disobedience	5	5	5	10	10	10	10
10	Unexcused Absence	5	5	5	10	10	10	10
11	Disrespect	5	5	10	10	10	10	
12	Bringing Prohibited Items	5	5	10	10	10	10	
13	Horseplay	5	5	10	10	10	10	
14	Vulgarity/Profane Language	5	10	15	20			
15	Public Displays of Affection	5	10	15	20			
16	Defacing Property	5	10	15	20			
17	Phone Use in Restrooms	10	20	20				
18	Skipping Skipping Class	25	25					
19	Bullying	25	25					
20	Cheating/Lying/AI Misuse	25	25					
21	Pornography*/Lewd Material*	50						
22	Stealing*	50						
23	Tobacco ¹ */Alcohol*/Drugs*Napings*/Substance Abuse*	50						
24	Sexual Misconduct*	50						
25	Fighting/Weapon*	50						

*At/away from school

¹Including electronic cigarettes with or without nicotine.

NOTE: SCS reserves the right to require drug tests randomly or based upon reasonable suspicion.

Demerit Updates

In order to guarantee that you stay aware of your child's demerits, we will send a Demerit Update via RenWeb each time your child receives a demerit. This update will include a breakdown of all demerits as well as any written warnings received up until that point.

Demerit totals per semester

- Students start each semester with no demerits.
- 0-5 demerits - demerits are erased from the permanent record.
- More than 5 demerits - demerits are recorded on the permanent record.
- 25 demerits - student is placed on disciplinary probation and ineligible to participate in extracurricular events.
- Students who receive 25 or more demerits in two consecutive semesters may not be allowed to continue at SCS or may be placed on disciplinary probation.
- 50 demerits - Expulsion from school.

Remuneration

Students who cause damage to school property will be asked to pay to replace/fix the property.

Ineligibility

Any student accumulating twenty-five (25) demerits or more in one semester will be ineligible and placed on Disciplinary Probation. This means the student cannot participate in any extra-curricular activities including athletics, fine arts performances, student government, etc. or hold any student body office. See the extra-curricular activities section of the handbook for more information. Students who become ineligible near the end of the semester may have their ineligibility extended into the next semester.

Probation

Students may be placed on probation as a new student, and for academic, social, or disciplinary reasons. Parents will be notified of this action by the school administration. Students on probation may be required to meet on a regular basis with the school counselor. Failure to consistently improve in the area of concern will result in dismissal from school. Types and definitions of probation are listed below:

New Students

All new students are on probation for at least 9 weeks. Students who receive three "D's" or an "F" in an academic class or who receive 25 or more demerits in those 9 weeks may be dismissed from school.

Academic

A student is placed on academic probation when he receives an "F" in any academic classes when progress reports and report cards are issued. Students may also be placed on probation for receiving 3 "D's" on a progress report or report card. Students on Academic Probation are ineligible to participate in extra-curricular activities in accordance with the policy described under the extra-curricular activities section. Furthermore, students who are repeatedly placed on academic probation are demonstrating evidence of an unsuccessful academic relationship and this may result in dismissal from school.

Disciplinary

A student with 25 or more demerits will be placed on disciplinary probation is ineligible to participate in extracurricular activities.

Social

A student is placed on social probation when he exhibits an inability to comply with the overall social values of SCS and/or his interaction contributes to negative behavior in others. This disciplinary action may limit a student's social contact with one or more other students. Examples of such behavior include but are not limited to students who engage in physical contact and individuals who bully. Repeated social offenses may result in dismissal from school.

Suspensions and Expulsions

Attendance at Sarasota Christian School is a privilege, not a right. It is never our desire to suspend or expel a student from school. Some situations arise that leave us no alternative. Numerous and serious infractions lead to suspensions (or possible expulsions). The decision to suspend or remove a student from the SCS campus is determined by the principles and Head of School. Parents are contacted about the events leading to a suspension or expulsion to discuss expectations. The number of days a student is suspended is determined by the administrators and Head of School. Students are expected to complete all of their school work while serving their suspension and all work is due on the date they return to school. No extensions to due dates will be granted when students are serving a suspension. Any exams missed while serving a suspension are due on the date the student returns to school.

A student could be dismissed from school if found to be out of harmony with the overall spirit, goals, policies, and direction of SCS, or if he has displayed a consistent disregard for the rules and regulations of the school. Decisions in these matters are the responsibility of the administration. Out of harmony could include a negative moral or behavior influence on classroom instruction and management of our students.

Students who have been expelled or asked by the administration to withdraw from Sarasota Christian school, may not attend any SCS school function for two full semesters (Including athletic practices or games, fine arts, rehearsals, or performances, all programs, graduations, etc.) These restrictions apply to activities both on and off-campus.

Any student who has been suspended or expelled from another school will not be considered for enrollment until the student has completed the entire period of suspension or expulsion imposed by the other school.

Off-Campus and Online Conduct

Students of SCS represent their school, their parents, and their Lord at all times. Therefore, the expectation of appropriate conduct applies beyond the school setting. Serious violations of the school standards of conduct render the student subject to disciplinary review and corrective action, including expulsion, even when such violations occur away from school or outside of the scheduled school year calendar. Examples of serious violations include, but are not limited to, the following:

- Stealing or shoplifting
- Use of alcoholic beverages
- Sexual immorality, vulgarity, pornography, or indecency
- Smoking or possession of cigarettes, vaping materials, or any other non-prescription inhalants
- Possession or use of illegal drugs
- Vandalism
- Malicious prank against a school representative (e.g., teacher, coach, administrator, etc.)
- Involvement in unlawful activity
- Inappropriate dress at school functions
- Inappropriate online behaviors identified by the administration
- Any moral code misconduct that becomes public knowledge through social websites and causes disruption to the daily operation of school
- Other serious infractions deemed inappropriate by the administration

Bullying/Harassment

The school does not discriminate on the basis of race, color, national origin, ethnic origin or gender in administration of its educational, admissions, scholarship, loan, athletic, and other school-administered programs and policies. Any discrimination or harassment based on race, color, national origin, ethnic origin, or gender is strictly forbidden and will not be tolerated. Any allegation of harassment or discrimination will be promptly investigated.

If a student suffers any such harassment or discrimination by a student, staff, or faculty member, or knows of such harassment or discrimination, the student or the student's parents should immediately report such conduct to a teacher, the High School/Middle School/Elementary Principals, or the school's Head of School. The school will not retaliate or allow others to retaliate against a student who makes such a report.

Employees of Sarasota Christian School are state mandated reporters and will act promptly to investigate all complaints, formal or informal, verbal or written, of harassment or violence. If the school determines that harassment or discrimination has occurred, the offending student, staff, or faculty member will be subject to disciplinary action as determined by the school.

Co-Curricular and Extra-Curricular Activities

Extra-curricular activities enrich students' lives by providing opportunities to pursue or develop new interests, skills, and friends. In many cases, these activities supplement the academic program. All students are eligible to participate in extra-curricular school activities unless they are on the ineligible list. An eligibility report will be run every three (3) weeks. Any HS/MS School student who has one or more failing grades will be placed on the ineligible list until the next eligibility check. Students who have three or more "D's" may also be placed on the ineligible list.

Ineligible students will not be permitted to participate in any extracurricular activities, including but not limited to, athletic games, musical and drama performances, class field trips, after school clubs. This suspension will remain in effect until the next three-week check is performed. However, if the failing grade is due to a missing assignment and that assignment can be completed within the time frame allowed by the SCS grading policy or attendance policy, then the student can regain their eligibility immediately upon the completion of the missing work provided that the student's grade is no longer an "F" after the assignment is graded.

See the Attendance section for extra -curricular eligibility with regards to school attendance.

Athletics

Athletics contribute to the growth of students spiritually, physically, cognitively, and emotionally. We are committed to offering an athletic program that is Godly, Effective and Excellent. We are committed to the development of Blazers who will grow in their ability to be great teammates. While winning is an important and legitimate goal, coaches aim to develop sportsmanship, team spirit, character, healthy attitudes and behavior, and the ability to deal with conflict, anger, excitement, and disappointment from a Christian perspective and practice. The athletic department's mission statement is: To be transformational in the lives of athletes as we build men and women to have an eternal impact for Christ. Students and parents are expected to behave in a way that reflects this perspective and display exemplary behavior at all athletic events.

Students compete inter-scholastically in football, flag football, baseball, basketball, cheerleading, cross-country, soccer, softball, tennis, beach volleyball, and volleyball. While winning is an important and legitimate goal, coaches aim to develop sportsmanship, team spirit, character, healthy attitudes and behavior, and the ability to deal with conflict, anger, excitement, and disappointment from a Christian perspective and practice. Students and parents are expected to behave in a way that reflects this perspective and display exemplary behavior at all athletic events.

Sports Offered

Boys	Girls	
Cross Country	Cross Country	Fall
Football	Volleyball	
Golf	Golf	
Swimming	Swimming	
	Cheerleading	
Basketball	Basketball	
Soccer	Soccer	
	Cheerleading	
Baseball	Softball	Spring
Tennis	Tennis	
Volleyball	Beach Volleyball	
Track and Field	Track and Field	

Associations

Sarasota Christian School is a member of the FHSAA (Florida High School Athletic Association (FHSAA) and the Sunshine State Athletic Association (SSAA). We are required to abide by the rules and standards set forth by these organizations in order to participate in post season play.

Good Sportsmanship

Sarasota Christian School is a member of the FHSAA (Florida High School Athletic Association) and strives to promote sportsmanship throughout all of our athletic programs, whether home or away. Sportsmanship doesn't begin and end with students. It is necessary to have parents and other adult spectators set the tone for our students by displaying exemplary behavior at all athletic events. Good sportsmanship is a measure of the understanding and commitment to Christ, fair play, ethical behavior, and integrity. Therefore, outlined below are some acceptable and unacceptable behaviors regarding sportsmanship and fair play.

Acceptable Behavior

- Accept all decisions of contest officials.
- Applause during player introductions.
- Students leading fans in positive cheers.
- Handshakes and prayer (at our home events) between participants and coaches, regardless of the outcome.
- Showing concern for an injured player, regardless of team.

Unacceptable Behavior

- Disrespectful or derogatory, chants, yells, songs, or gestures.
- Booing or heckling an official's decision.
- Criticizing officials in any way.
- Yells and taunts that antagonize individuals or opposing teams.
- Refusing to shake hands.
- Blaming the loss of a game on an official, coach or participant.
- Hand-held signs containing derogatory language.
- Use of profanity.
- Taunting or name-calling to distract an opponent

Clubs

During the WIN period one day a week students will have a chance to attend a club of their choice. Clubs meet for one semester and then students can choose another club or stay in the club they selected the first semester. However, there is a limit to the number of students that can attend a specific club.

National Junior Honor Society and National Honor Society

SCS sponsors a chapter of the National Junior Honor Society and National Honor Society. Middle and High School students must achieve distinction in scholarship, leadership, service, and character to be eligible for NJHS/NHS. Once inducted to NJHS/NHS, a student is a member for life as long as they continue to meet the annual requirements. Scholastic requirements for induction are: 3.5 unweighted GPA or a 4.0 weighted GPA. High School students must have completed at least one honors or AP class to be eligible for NHS. Leadership, service and character of each nominee will be evaluated by faculty.

Odyssey of the Mind

Odyssey of the Mind is an international educational program that provides creative problem-solving opportunities for students from kindergarten through college. Team members apply creativity to solve problems that range from building mechanical devices to presenting their own interpretation of literary classics, and then bring their solutions to competition on the local, state, and world level.

Student Council

Student councils provide an opportunity for students, elected by their classmates, to provide leadership for the student body throughout the year.

General

Electronic Devices

Students do not bring their own electronic devices for access to our internet service. The school will provide a Chromebook for every student. See the Acceptable Use Policy for Sarasota Christian School.

Chromebook Acceptable Use Policy

Acceptable Use

- Chromebooks are to be used for educational purposes in accordance with the Paren/Student Handbook.
- Limited personal use is permitted within the guidelines set by the school.
- Use does not violate legal, school, or ethical guidelines.
- Students are responsible for general care of the school's Chromebooks including charging.
- Minor scuffs are considered reasonable wear and tear. Anything more than that, such as deep scratches, cracks, or dents, are considered damage.

Unacceptable Use

- Taking home the Chromebook.
- Plagiarism, piracy, and copyright infringement.
- Violating software licensing agreements.
- Cyber-bullying including, but not limited to the following:
 - a. Send or post cruel messages or images, or sensitive and private information.
 - b. Threaten, exclude, harass, or intimidate others.
 - c. Pretend to be someone else.
 - d. Send inappropriate, suggestive, or illegal messages or images.
- Taking photos or videos of SCS students or staff outside of actual assignments.
- Use of chat rooms and social networking sites.
- Use to encourage illegal behavior or threaten school safety.
- Use of any means to disable or bypass SCS's internet filtering system or other security systems.
- Altering the Chromebook's operating system or SCS settings (jailbreaking).
- Encrypting communications or files to avoid security review.
- Forgery of electronic mail messages or transmission of unsolicited junk email.
- Engaging during school hours in non-educational gaming or other activities on the Chromebook not authorized by the teacher.

The above list is not exhaustive. Users must use good judgment.

SGS Administration and School Resource Officer receive daily reports about suspicious student activity and searches on the Chromebooks.

Possible Consequences for Inappropriate Use

- Forfeiture of personal use/content on the Chromebook.
- Forfeiture of privilege to use a Chromebook at school.
- Other corrective measures by Teacher or Administrator.
- Disciplinary action including detention, suspension, or dis-enrollment.
- Parents will be informed of any identified infractions.

Chromebook Content Management

Security (ALL GRADES)

*(Parent initial) _____ I understand and acknowledge that SCS has done everything it can within the limits of technology and current understanding to secure SCS Chromebooks. In so doing, SCS has installed filter settings that force all internet traffic through our onsite enterprise filter provided by an outside source. Our filtered devices "check in" to our filter before receiving internet traffic. Due to rapid changes in technology and App development, I understand and acknowledge that no safeguards are completely secure and will not hold SCS responsible if any safeguards fail or are circumvented. I will report to SCS any such breach of security immediately.

Digital Citizenship

*(Parent Initial) _____
*(Student Initial) _____ I agree to and will uphold the following Digital Citizenship Pledge:
1. I will honor Christ with my use of the Chromebook.
2. I understand and accept that SCS Chromebooks are fully monitored.

3. I will not use any banned apps at any time.
4. I will only use the apps I am directed to use at the times I am directed to use them by *my* teacher, during school hours.
5. I will not share personal information online about myself or others such as home address, telephone number or age.
6. I will not use bad language including acronyms, abbreviations, or slang versions.
7. I will not have conversations or create posts that would be inappropriate in the classroom.
8. I **will** not threaten, insult, gossip, tease or be mean to others.
9. I will respect the feelings and ideas of others.
10. I will not add pictures or videos that would not be appropriate to share in the classroom.
11. I will flag any inappropriate content I find.
12. I will not share my login information with anyone or allow anyone else to use my account because I will be held responsible for anything that they do.
13. I will not spam others.
14. I will try to use correct grammar and spelling. I will not use inappropriate Emojis at any time.
15. I understand that using ALL CAPITALS is considered yelling and may offend others.
16. I will check with my teacher whenever I have questions about any of the rules.
17. I understand that the consequences for rules violations may include:
 - 24/7 removal of the Chromebook.
 - Possible detention, suspension, or expulsion.
18. Using AI in place of academic work will be considered cheating (see Appendix III).

Monitoring/Information Retention

I understand that all activity on SCS Chromebooks or involving the SCS network may be monitored and retained.

License to Use

I acknowledge that I am responsible for advising the student named above that he/she must properly operate the Chromebook and be responsible for basic care and troubleshooting. I shall also advise the student that he/she is responsible for understanding and adhering to all applicable copyright and software license agreements that limit downloading of media and software that has not been properly acquired.

Possession

SCS reserves the right to take temporary possession of any Chromebook used at school, at any time for any purpose with reasonable cause. A student owned device will be returned following a review of activity by SCS IT staff and or Administration.

Lost Chromebooks

- If a student Chromebook is lost or believed stolen, SCS staff should be alerted ASAP.
- The student will be issued a replacement Chromebook and parents will be responsible for full replacement cost of \$300.00.

Malfunctioning or Broken Chromebooks

- If a student's Chromebook is malfunctioning, only basic troubleshooting methods should be applied.
- If that does not work, the IT department will inspect the Chromebook and a loaner will be issued to the student at no charge.
- The student is responsible for any damage to the Chromebook. Depending on the type of damage the student/parent will be responsible to pay a minimum of \$100 to a maximum of \$300.00. Should damage be caused by another person, this damage must be reported to the school within 24 hours for an investigation to take place. If not reported, the student remains responsible for the damage.

Family Agreements and Signatures

I hereby release SCS and its personnel from any and all claims and damages of any nature arising from my child's use of, or inability to use the school technology, including but not limited to claims that may arise from the unauthorized use of the Chromebook, purchases, product or services.

I understand that it is not possible for SCS to restrict access to all unauthorized materials, and I will not hold the school responsible for materials accessed on the Chromebook. I also agree to report any inappropriate Chromebook use to the school administration.

To have access to Chromebooks, we agree to abide by this entire contract. Both school and parents share the responsibility to educate students concerning ethical use of technology.

I have read and discussed this Contract and Use Policy with my child and agree to abide by the rules set forth in this document.

Parent/Guardian Name: _____

Parent/Guardian Email: _____

Parent/Guardian Phone: _____

Parent/Guardian Signature _____ Date: _____

*Student: Please initial and sign

For My Own Personal Safety

- ___ I will be cautious when I am communicating online.
- ___ I will not post any private information about myself or others while online.
- ___ I will not share my username or password.
- ___ I will use school technologies for school-related activities.
- ___ I will follow the same guidelines for respectful, responsible behavior online that I am expected to follow offline.
- ___ I will alert my teacher of any problem with my Chromebook or any inappropriate content.

Student Name: _____

Student Signature: _____ Date: _____

Cell Phone Use

Students may not use cell phones, earbuds, headphones, or electronic watches during the school day. Students must keep them in their backpacks in the off mode beginning when they arrive on campus. Middle school students may begin using their cell phones after 3:20 p.m. when the dismissal process has ended and high school students may begin using their cell phones at 3:05 p.m. after the last class bell of the day. Specific permission for phone use during the school day may be given by the teacher or an administrator; otherwise, cell phones or devices seen or heard during the restricted use time periods will be confiscated. Confiscated electronic devices will be given to the school principal. Parents will need to pick up the cell phone or electronic devices at the end of the day in the Front Office on the second and subsequent offenses.

Elementary students are not encouraged to bring cell phones to school. If an elementary student has a cell phone it must be turned off and out of sight.

Extra-Curricular and Co-Curricular Events

Students are to remain in the general area of the scheduled extra-curricular or co-curricular event and are not to be loitering around other areas of the campus. Students are to leave the school campus promptly after the event. Elementary-age or younger children must be under the direct supervision of an adult while on campus. Exemplary behavior is expected at all extra-curricular and co-curricular events. Students will be immediately removed from events if behavior is deemed inappropriate. If students who attend afterschool events create problems, they may lose their privilege to attend afterschool events.

Elevator

Students are not allowed to use the elevator unless they have permission from the nurse.

Food and Beverages

Beverages should have a lid or be in a spill-resistant container. Glass bottles are not permitted. No energy drinks. Restaurant beverage containers are not spill-resistant containers and are not permitted in classrooms. Students are responsible for cleaning up any spillage and disposing of all trash. Elementary students are only permitted to bring water in their beverage containers. Food is not permitted in the classrooms except on special occasions.

Harmful Substances

SCS is committed to educating our students about healthy life choices, and maintaining a peaceful, drug, tobacco and alcohol free, Christian campus. SCS enforces state and federal laws that prohibit the use of illegal drugs or controlled substances. Students may not use or be in possession of alcohol, tobacco, vaporized cigarettes or inhaled liquids or vaporized liquids, illegal drugs, or controlled substances (without a prescription) at any time.

The school reserves the right to search a student and their possessions (e.g., backpack, locker, car, etc.) for substances when reasonable suspicion for the search has been established. Additionally, the school may partner with outside agencies or law enforcement in order to conduct a larger search for material inappropriate for school or that may be illegal. The school has purchased a metal detector wand that can be used to search a student to avoid touching students.

Lockers

Students in grades 6-12 are issued lockers at the beginning of the year. Students can contact the Registrar's office to receive a sign-up sheet for a locker or to make a locker change. Lockers are to be kept organized and clean at all times. Students are responsible for the contents in their assigned locker and are encouraged to place a lock on their lockers. Students are responsible for their own locks. SCS retains the right to access the lockers at any time and for any reason which includes the right to cut a lock in order to gain access. Cut locks will be replaced by the school.

Lost and Found

Lost and found areas are located in the gym and the hallway near the clinic. Students should check these areas before reporting a lost item to the Front Office. Unclaimed lost and found items will be disposed of at the end of each quarter.

Lunch Program

All students may purchase a lunch by pre-ordering and pre-paying **by noon two (2) days in advance of the intended lunch day**. HS/MS students may purchase a la carte items daily and enjoy lunch in their designated areas. HS/MS students must have enough money on their lunch account to purchase drinks and snacks. Elementary School students (grades PreK-5) will enjoy their lunch in their classroom or in the picnic table area around the Elementary School breezeway. Students are not permitted to leave campus during lunch period without parental escort.

Parents and students may not order lunch from off-site establishments and have it delivered to campus. Parents and visitors may not provide lunches to students other than their own; requests for exceptions must be made at least three days in advance. This will help to keep lunch costs down and minimize the waste of meals that have been pre-purchased by our lunch program. If a student needs lunch, SCS will provide a sandwich, chips, and fruit. Parents will be charged the full meal price. There are no lunch credits offered.

Media/SCS Publications

Occasionally the school, newspapers, and television stations may photograph and video our school, teachers, and students to explain or promote our schools' programs and events. These photographs and tapes may be used in newspapers, on television stations, and in SCS publications and productions. On the *Media Release Form*, parents may either grant or deny permission for their child to participate. Interviews to outside media are only to be given by the SCS Head of School or appointed representative.

No Solicitation and Distribution

To avoid disruption of business operations or disturbance of employees, parents, students, and visitors, SCS has a No Solicitation and Distribution Policy to prohibit unauthorized solicitation of individuals and/or distribution of materials on its premises. Approval for all solicitations and material distribution must be requested to the communication manager. Students are not permitted to buy or sell items from students unless it's a SCS sanctioned activity.

Parent Information and Communication

Parents are expected to provide SCS with personal contact information, including: current home address, phone number, and email address. This information is used to communicate with parents about their students' progress, school happenings and in the event of an emergency.

Personal Property

Students are responsible for all personal items. The school is not responsible for lost, stolen, or damaged items such as backpacks, sports equipment, musical instruments, or electronic devices.

Public Display of Affection

Public displays of affection, including holding hands, are not permitted at school and are subject to disciplinary action. As part of our mission to honor God, made possible through partnership with the home and church, students are encouraged to live pure and holy lives.

Administrative Services

Guidance services are offered by the High School/Middle School/Elementary Principals for Pre-kindergarten through 12th grade students. Guidance involves course scheduling, and educational, personal, spiritual, and vocational guidance. Students are encouraged to utilize the availability of guidance services.

College Counseling

The junior Cornerstone class and senior year Capstone classes put emphasis on SAT/ACT prep, determining student interest areas, finding the best-suited colleges for each individual student, learning from visiting college representatives, help with college essays, leadership training, opportunities for service and completing college applications. Sarasota Christian School also actively participates in helping students acquire scholarships through research performed in Cornerstone/Capstone and resources provided by the school administration. Students and parents desiring additional information about applying for college, the scholarship programs and testing for college (PSAT, SAT, SATII, ACT and AP testing occurs in May) are encouraged to visit the SCS website for assistance concerning preparing for college. The senior Capstone class is a Bible course designed to prepare seniors spiritually and informationally for life after high school. Defending their faith and navigating life as a Christian in a secular environment is emphasized in this full year course. A credit in Senior Capstone is required for graduation; see the course syllabus for course requirements.

Scheduling

Students receive guidance in registering for classes so that required courses are scheduled and proper electives are chosen. Once student schedules are established, very few, if any, changes are made. Requests for changes may be made by the parent of the student within the first week of school by contacting the Registrar. Changes are only made to a student's schedule after the first week of school if both the parent and teacher/director of guidance agree that it is necessary for the student's success. Florida Virtual School is only available to students when there are unavoidable scheduling conflicts, or if the student has a diagnosed disability preventing them from being successful in the general classroom. All classes must be completed by the end of the school year.

Dual Enrollment

Dual enrollment courses are available for juniors and seniors. If you would like more information, please contact the Head of School at istokes@sarasotachristian.org.

Standardized Testing

Students in **K through 12th grade** take the MAP Achievement test in the fall and spring of each year. Results of individual student testing will be communicated with parents. Students and parents may obtain additional information from the Elementary School Principal and the College and Career Advisor by setting up a meeting to review the results. Due to time constraints, makeup tests may not be offered.

Health

Parent Responsibility

It is the responsibility of the parent to notify the school of any health condition of their student which may require medication, treatment or monitoring at school and on school-sponsored trips/activities. It is also the responsibility of the parent to keep up-to-date contact information with the school in the event of an emergency.

Health Requirements

In accordance with Florida Statute 1003.22, students must have a health examination/physical (*DH3040 form*), not a sports physical, performed by a licensed health care practitioner in the United States within 12 months prior to their enrollment/first day of school. Students must submit a complete immunization history (*DH680 form*) or immunization exemption (*DH681 form*) prior to their enrollment/first day of school.

All new students must submit a Health History Form. Students entering grades 1, 3, 6 and 9 as well as any returning students whose health history has changed must also submit an updated form. This form is to inform the school about any recent injuries or chronic conditions such as asthma, allergies, or diabetes.

All students must submit a *Health Emergency Information Care Parental Consent Form* upon initial entrance to the school and it is the parent's responsibility to update it as needed.

Illness/Injury

The school maintains first aid supplies in each classroom and in the clinic for minor injuries. All SCS employees have had first aid training, and some are certified by the American Heart Association in CPR/AED. Students too ill to remain in class must request permission from their teacher to report to the clinic for evaluation. In the event of a major injury or emergency, 911 will be called immediately.

Students may not remain in school if they have any of the following conditions:

1. Temperature 100° degrees or higher - students must be fever free without fever reducing medication for 72 hours before they return to school.
2. Vomiting
3. Respiratory issues such as consistent coughing or runny nose
4. Undiagnosed rash
5. Head lice
6. Contagious disease

Students suffering from a suspected head injury will be led through the steps found in the Concussion Management Protocol.

Medications

A *Non-Prescription Medications Authorization Form* must be submitted upon initial entrance to the school; it is the parent's responsibility to update this form as needed. The school will only administer over-the-counter, non-prescription medications in accordance with consent and acceptable items declared on this form.

A *Prescription Medication/Treatment Authorization Form* must be submitted to the school in order for any prescription medication, or non-prescription medication not identified on the *Non-Prescription Medication Authorization Form*, to be administered by clinic personnel. **Parents must deliver the signed PMTAF and medication directly to the clinic;** medication should not be sent to school with students. When possible, parents are encouraged to administer needed medication to their student at home. Both forms are located on our website.

If the student needs to receive medication during the school day, state regulations require:

- A MTAF signed by a physician and parent.
- A completed MTAF for each prescription/medication; this includes over-the-counter medications not on the Non-Prescription Medication Authorization Form.
- Medication must be in the original prescription or unopened over-the-counter container labeled with the child's name, medication name, dosage, and times to be administered. The MTAF is valid for the current school year only.
- Parents need to pick up medication when it is discontinued or by the close of the school year; medication not picked up by the end of the school year will be discarded.

Screening Services

Screening for vision, hearing, scoliosis, growth, and development are mandated by Florida Administrative Code 64F-6.003 for students in specific grade levels. A parent's signature on the *Health Emergency Parental Consent Form* gives permission for this non-invasive screening. Screenings do not diagnose but are designed to identify students who have results outside the normal range. Early identification and treatment of physical problems is critical to ensure a child's health and optimum academic achievement. Parents must inform the school in writing if they do not wish their student to participate in any portion of this program.

Parent Involvement

Fundraising and Support

- **Annual Giving** is created to help support families throughout the year with financial aid, student scholarships, and provide emergency funding for families experiencing hardships. It may also provide support to programs that directly impact students and their learning in the classroom. The Blazer Fund is the primary source that supports the fund.
- **Capital Giving** donations are typically monies that fund physical plant needs over and above the operating budget for areas such as new facilities, building renovations, and major equipment purchases.

- **Endowment Giving** donations are invested and require that the principal remain intact. This allows the school to invest the interest income into additional programs and opportunities for students.
- **Requests for fundraising**, by SCS and outside organizations, whether on or off campus, must be pre-approved by the Director of Development and Head of School. Distribution and/or posting of any related fundraising communications must be pre-approved by the Head of School or Director of Finance.
- **Alumni Association** - The SCS Alumni Association will promote the ability for graduates to have continued involvement at SCS and contribute to the legacy and success of the school.
- **Arts Guild** - The SCS Arts Guild will promote the advancement of the arts programs for all SCS students. The arts program is defined as including both visual and performing arts.
- **Boosters** - The SCS Athletics Booster Club will promote the advancement of the athletic program for all SCS students and direct and develop enthusiasm toward this effort.
- **PTA**- The SCS Parent Teacher Association will promote the advancement of building relationships and opportunities to volunteer within the PTA at SCS.

Safety

Accidents

For accidents occurring at school or school activities, report forms are available through the clinic to be completed for insurance purposes.

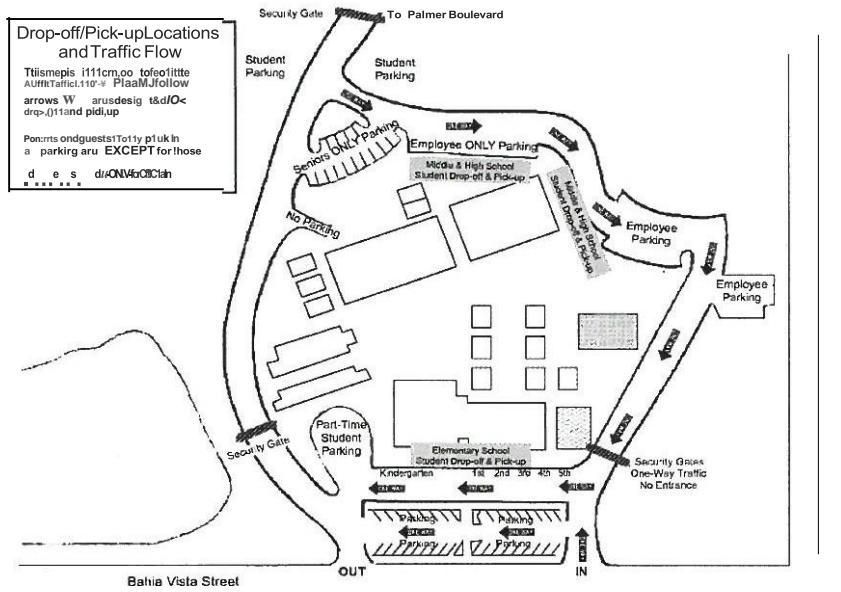
Campus Searches

In an effort to keep our campus drug and weapon free and in accordance with state laws, a student's locker or other storage area (backpack, car, etc.) is subject to search, upon reasonable suspicion, for prohibited or illegally possessed substances or objects. The school may occasionally conduct health and safety inspections of the campus utilizing local law enforcement and local K-9 units. The school may use a metal detector wand to detect metal objects to avoid contact with a student.

Drop-off and Pick-up Procedures

To help ensure the safety of our students please:

- Use only those areas designated for drop-off or pick-up.
- Observe one-way areas around the campus until 3:30 p.m.
Pull to the right side of the roadway or driveway and stay in line to drop-off or pick-up passengers. Do not leave your car or double-park.
- Students should enter or exit the vehicle from the right side only.
- Discuss this plan with your student to ensure understanding of drop-off and pick-up procedures.
- If a student is not waiting at the designated pick-up spot, drivers will be directed to circle the block so as not to hold up traffic.
- Use of cell phones while driving on campus is strictly prohibited to ensure student safety.
- Elementary School parents are issued a pick-up card with a family pick-up code number. This card must be presented in order to pick up any Elementary School student. If a parent or guardian approved to pick up the student(s) forgets this card they must report to the Front Office to get a temporary card for the day.



Parking and Vehicle Registration

Students in grades 9-12 must register their vehicle each year. Student parking is at the back of the school only. Parking on the grass and other non-designated areas is prohibited. Students can be denied driving privileges for unsafe vehicle operation, repeated tardies or leaving without permission, or not displaying the parking permit.

Pets

No pets or animals may be brought onto our campus. Teachers must obtain pre-approval from the High School/Middle School/Elementary Principal prior to introducing a pet or animal into any part of the curriculum or classroom for any part of the day. Dogs should be kept on a leash and waste from any animal should be picked up and disposed of immediately. Teachers must obtain pre-approval from the High School/Middle School/Elementary School Principal prior to introducing animals into their classroom curriculum during school hours.

Pond Area

Students may not enter the pond area at any time unless they are under direct supervision of a teacher and have principal permission.

Safety Patrols

To help ensure the safety and welfare of our students, fifth grade safety patrols and a teacher sponsor provide supervision before and after school. The safety patrols are responsible to aid pedestrians in safe crossing at the front of the school. The school community supports their work by following their directions and showing respect.

Safety Drills

Safety drills are conducted on a regular basis, as required by law. SCS has adopted a protocol of safety procedures (Enhanced Lockdown, Severe Weather, and Evacuation). Each classroom has posted emergency procedure directions and evacuation maps.

Skateboards and Scooters

Skateboards, roller blades, scooters, footwear with wheels, bicycles, etc., are not to be used on campus before, during, or after school. Students who ride bicycles to school are to push them on sidewalks before and after school.

Visitors and Volunteers

For the safety of everyone, all campus visitors and volunteers must check-in at the Front Office to be screened through our RAPTOR visitor management system, a national sexual predator/offender database. They must obtain and wear a visitor's tag, and then also sign out at the Front Office prior to leaving campus. Individuals are considered a visitor if they are not a SCS employee or current student (i.e., parents except during drop-off or pick-up times, volunteers, tutors, pastors, employee spouses, and alumni).

Parents attending an overnight field trip must complete in advance a volunteer state and federal background check.

Students that attend other schools are not permitted on campus to visit with current students unless they are a prospective student and arrangements have been made by the Admissions Office or are signed in with an adult referenced above. Students' friends from other schools are not allowed to visit during lunch. SCS graduates may visit during lunch. Visitors wanting to use our facilities must contact the school rental coordinator for approval.

Weight Room

SCS encourages physical fitness and healthy lifestyle choices. Students may use the weight room for training purposes, as long as there is authorized adult supervision. Students choosing to use the weight room facility acknowledge they are physically able and agree that all exercise and use of the facility are undertaken at their sole risk, as SCS is not responsible for any injuries that may occur while using the equipment.

Uniform Policy

Sarasota Christian School desires to prepare students for continued growth in their spiritual formation and to create an educational atmosphere that maximizes learning. Uniforms are worn to promote simplicity of style, professionalism, school spirit, economy, and identity. Students shall be well-groomed and demonstrate respect, modesty, neatness, and cleanliness. Extremes in hairstyles, makeup and dress including clothing torn or with holes is not allowed. This policy applies to every school day and begins at the time of arrival on campus.

Dress-up Day Uniform

Below are the options for all students to wear on days the school deems mandatory "dress-up days."

- Royal blue school logo polo
- Khaki pants or skirt, no shorts
- Shirt must be tucked in with a brown belt
- Close-toed shoes

Shirts/Sweatshirts/Coats

- Students must wear school approved apparel.
 - o Uniform polo shirts with an approved current school logo and school colors (black, royal blue, and white) must be worn Monday through Friday, however approved spirit shirts and team shirts including collared shirts may be worn on Fridays. It is highly encouraged that each student purchase at least one royal blue school uniform polo.
 - o Approved outerwear including sweatshirts, hoodies, and jackets with the current school and/or athletic logo and school colors, may be worn any day of the week. Outerwear may be purchased from the online school uniform store or may be issued from an SCS team or club. Hoods, hats and other types of head coverings are not to be worn during school hours.
- Undershirts with short sleeves or long sleeves must be black, royal blue, or white. Undershirts must not hang below uniform shirts and may not have visible artwork or messages on the front or back.
- Students may wear a winter coat to school over their uniform when it is cold outside, however the coats may not be worn while indoors during regular school hours. Hoodies/sweatshirts that are not school issued do not count as a winter coat. Winter coats do not need to be in approved colors or have an SCS logo. As the winter coats will not be worn while indoors it is recommended that students have other school approved outerwear available. Students may not carry blankets.
- If you wear a school sweatshirt or jacket to school and take it off, you must be wearing an approved SCS uniform shirt.

- Hats, bandanas, or sweatshirt hoods may not be worn during the school day.
- Clothing is expected to cover undergarments at all times (this would include while sitting or bending over). Girls should take care to ensure tops are not low cut, plunging or revealing at the neckline. Modest clothing should consistently cover their midsections while standing in a normal posture.
- All SCS apparel must be pre-approved by the school administration.
- **On Fridays, SCS spirit wear/SCS team shirts and blue jeans (no rips/holes) can be worn.**

Pants/Capris/Shorts/Skirts/Skorts/Jumpers

- Pants, capris, shorts, skorts, skirts and jumpers must be black, navy, or tan colored (dress pants and dri-fit fabrics are approved; however, denim, athletic fabrics or sweatpants are not allowed), be of an appropriate size (not too tight nor too baggy) and cover midriff and undergarments. Leggings are not permitted as pants.
- For girls, skirts, skorts or jumpers cannot be of a length shorter than the end of your fingertips. Elementary girls must wear modesty shorts under skirts and jumpers.
- Leggings may not be worn unless under a skirt, skort or jumper which cannot be of a length shorter than the end of your fingertips.
- All permitted shorts for elementary, middle school and high school girls and boys must be loose-fitting and cannot be of a length shorter than the end of your fingertips. See above for approved fabrics.
- Jumpers with the SCS embroidered logo are available at Royal Tees.

Shoes

- Students are required to wear shoes on campus. Elementary School students are required to wear closed-in shoes such as athletic shoes.

Physical Education Requirements

- Students in grades 9-12 are required to wear at-shirt with sleeves, modest athletic shorts or loose-fitting sweatpants/other exercise pants, socks, and sneakers. Clothing with inappropriate slogans, pictures and/or symbols is not permitted.
- Students in grades 6-8 are required to wear the approved P.E. uniform purchased from the online store.

Consequences for Uniform Violations

- Students out of uniform or in violation of guidelines will be required to change into a uniform provided by the parent or the school. School loaned uniforms must be returned to the school.
- SCS administration holds the right to determine whether or not a student's dress or appearance is in agreement with the uniform policy or disruptive to the educational environment. Additional consequences may apply for repeated school uniform violations.

SUMMARY OF 2024-25 PARENT/STUDENT HANDBOOK CHANGES:

Throughout: Wherever “co-curricular” appears, “extra-curricular” has been added.

Pg. 5: Core Beliefs - Preamble – deleted first sentence, moved 2nd sentence under “Christ-Centeredness.”

Pg. 8: School Hours – Changed upper/lower to high school, middle school, elementary school.

Pg. 8: After-Care – Changed “elementary students” to “students” in the 2nd paragraph.

Pg. 9: Bell schedules - updated

Pg. 9: WIN - Deleted

Pg. 11: Grading System – Changed “third through twelfth” to “first through twelfth.”

Pg. 11: Blazer Honors Diploma – Updated with current requirements.

Pg. 11: Open Campus... - This section is under review by Jennifer Carroll, SCS attorney.

Pg. 12: Student Promotion and Progress – Added “We will not accept reclassification students.”

Pgs. 14-19: “Tardy to School” through “Athletics” – Replaced with all new verbiage.

Pg. 18: Off-Campus and Online Conduct – Added

Pg. 18: Bullying/Harassment – Added

Pg. 20: Good Sportsmanship - Added

Pg. 28: Railings – Deleted this section.

Pg. 29: Deleted “body piercings” from the first paragraph.

Florida Bright Futures Scholarship Program

Florida Academic Scholars (FAS) / Florida Medallion Scholars (FM J)

2022-23

Initial Eligibility Requirements: (As determined by the Florida Department of Education)

1. Submit the [Florida Financial Aid Application \(FFAA\)](#) no later than August 31 after high school graduation.
2. Graduated from a Florida high school with a standard high school diploma or its equivalent.
3. Complete the 16 college-preparatory courses required for admission to a state university.
4. Achieve the required weighted GPA in the 16 college-preparatory courses per the chart below.
5. Achieve the required composite ACT¹ or combined SAT¹ score no later than June 30 of the student's graduation year (or through January 31 for mid-year graduates), per the chart below.
6. Complete the required number of volunteer service **or** paid work hours per the chart below.

Type	16 High School College-Preparatory Course Credits ¹	High School Weighted Bright Futures GPA	College Entrance Exams by High School Graduation Year {ACT / SAT}	Volunteer Service Hours ²	Paid Work Hours ²
FAS	4- English (three must include substantial writing) 4 - Mathematics (at or above the Algebra I level) 3 - Natural Science (two must have substantial laboratory)	3.50	2022-23 Graduates: 29/1330 2023-24 Graduates: 29/1340	100 hours	100 hours
FMS	3 - Social Science 2 - World Language (sequential, in same language)	3.00	2022-23 Graduates: 25/1210 2023-24 Graduates: 25/1210	75 hours	100 hours

¹ The required coursework aligns with the State University System admission requirements found in Florida Board of Governor's Regulation 6.002. Additional information regarding high school coursework can be found within the [Florida Counseling for Future Education Handbook](#).

² Students must earn either the required volunteer service **OR** paid work hours, but not a combination of both.

Requirements to Receive an Award: (As determined by the postsecondary institution)

1. Be evaluated by the Office of Student Financial Assistance (OSFA) as meeting initial eligibility requirements.
2. Be a Florida resident and U.S. citizen or eligible noncitizen.
3. Enroll as a degree- or certificate-seeking student at a Florida institution in at least 6 non-remedial semester credit hours.

Renewal Requirements: (As determined by grade and hours submitted by the postsecondary institution)

1. Students must earn the number of credit hours based on the student's enrollment type per term.
2. The renewal cumulative GPA requirements are outlined in the table below.

	Florida Academic Scholars (FAS)	Florida Medallion Scholars (FMS)
Minimum Cumulative GPA (unrounded and unweighted)	3.0	2.75

For detailed information, including other ways to qualify, please refer to the [Bright Futures Student Handbook](#).
Eligibility requirements are subject to change with each legislative session.

Students are responsible for tracking their application and award status online and ensuring that funding for an academic year is accurate by contacting their institution's financial aid office.

Sarasota Christian School Grading Guidelines

GRADING SCALE

Below is the grading scale used at Sarasota Christian School from 1st-12th grade.

A+	=	100	c+	=	79
A	=	91-99	C	=	71-78
A-	=	90	C-	=	70
B+	=	89	D+	=	69
B	=	81-88	D	=	61-68
B-	=	80	D-	=	60
			F	=	0-59

FORMATIVE and SUMMATIVE GRADING

What is the difference between formative and summative assessments?

Formative Assessment (Skill development and practice FOR LEARNING)

The goal of formative assessment is to monitor student learning to guide further instructional needs. How well a student performs on their formative assessments indicates a student's readiness for success on a corresponding summative assessment. These assessments are generally low stakes, which means they have low or, in some cases, no point value. At most, they will be counted as 35% of a student's quarterly grade. Formative assessments may include:

- Daily classwork
- Homework
- Teacher observations of student progress
- Study guides
- Rough drafts
- Journals
- Presentation practice

The purpose of homework

- Homework is only valuable as an extension lesson when a concept is already understood or for practice when once again, the concept is already understood. We don't want students to practice what they do not know! At times, homework may be completing an initial introductory unit of a new concept.
- At times, there may be a final unit extension product that comes home as homework, and it will be counted as a summative score.
- Other times, homework is building fluency and is for practice so that a child can do well on a summative unit assessment.
- A teacher can choose to count practice homework/classwork for a formative score, but it may also simply serve as a feedback tool (without grade point weight) between teacher and student to know when they're ready for the unit score.
- Homework may be assigned up to 3-4 nights a week and include study time needed.

Homework is generally limited to:

- o Kindergarten -10 minutes
 - o 1st grade - 20-30 minutes
 - o 2nd grade - 30 minutes
 - o 3rd grade - 30-45 minutes
 - o 4th & 5th grades - 45-60 minutes
 - o 6th, 7th, & 8th grades - 60-80 minutes
 - o 9th, 10th, 11th, & 12th grades - 1-2 hours
- * Advanced study courses may require more time.*

Summative Assessment (Demonstrate mastery OF LEARNING)

The goal of summative assessment is to evaluate student learning at the end of an instructional unit. Summative assessments are higher stakes, which means they will count as a minimum of 65% of a student's grade. Summative assessments may include:

- Unit projects
- Written final compositions
- Performance presentations
- Tests
- Any teacher determined activity showing student mastery of curriculum content

Do tests define grades?

- No, SCS believes effective education provides for a variety of types of final unit assessments not just tests.
- Your student may give a speech, present a final experiment to the class, turn in a final draft of a poem, or complete a project, or take a unit test.
- All these and many other assessment strategies can be counted as summative and will be weighed more heavily than the practice activities.
- Student learning needs can also be met by extra assessment time during the school day.
- SCS is committed to helping your student gain summative success in stages.

SCS K-2nd GRADES

Lower elementary teachers will assign student learning performance scores ranging between "1" (approaching level) to "3" (above level) instead of grades. These teachers will also closely assess student progress at all times through practice learning activities until final summative unit scores are recorded in FACTS/RenWeb. As in grades 3-5, these students will receive more practice work when appropriate before re-assessing. The latest learning gains will be reflected in the final student performance scores reflected on the report card. In general, lower elementary teachers also follow the SCS Grading Guidelines, but do so without the use of letter grades.

SCS 3RD-12TH GRADES

Upper elementary, middle and high school teachers will assign student grades based on the following criteria:

- A minimum of 65% of a student's course grade will be measured using summative assessments
- A maximum of 35% of a student's course grade will be measured using formative assessments

Note: Principals may approve a teacher's request that the summative assessment percentage be increased; this would change the percentage awarded to formative assignments.

Retake of Summative Assessments

All teachers will provide opportunities for retakes of summative assessments based on the following:

- If a student earns less than an "70%" on any given summative assessment. It is the student's responsibility to arrange for the retake opportunity with the teacher.
- Before the re-assessment is given, the student must complete all originally assigned formative assignments preceding the unit summative assessment; any missing work must also be completed.
- Before the re-assessment is given, the student must complete additional formative assessment practice work to be better prepared for success in the summative re-assessment.

- All re-assessments must be completed within two weeks of the original summative assessment.
- Teachers will determine whether a student re-assesses one or two times.
- The re-assessment opportunity may not apply to all summative assessments.
 - o Multi-step long term assignments' final summative scores will not allow for a re-assessment. This is because in many of these assignments there will be multiple opportunities for improving student scores through continual teacher feedback for revisions possible on smaller units of student work.
 - o If a final exam is offered, it will be considered a final grade without re-assessment opportunities.
 - o Some performance-based assessments might not have re-assessment opportunities.
 - o Summative exams given on the last week of a quarter may not be eligible for retakes due to time constraints.
 - o When there is clear evidence that a student has not made a good faith effort on the original summative assignment, re-assessment might not be offered. Such behaviors will be documented in FACTS/RenWeb and may lead to disciplinary consequences.

Due Dates

Timely compliance is always the best choice in school, as in life, but we realize that infrequently life's events may require a little more space to complete an important learning assignment. We want to be flexible with you and your student's needs while maintaining due date expectations.

There are consequences for late work.

- Students will be expected to finish assignments even if a due date is missed.
- An "**M**" will be the placeholder for any missing or late assignments put in the grade book. The "**M**" will calculate as a 0% until the assignment is completed.
- The assignment is expected to be completed within three days of the original due date. Teachers may assess a late work penalty of up to 50% off the earned grade on work that is completed late.
- If students do not participate with the teacher in taking advantage of completing their assignment within three days of the original due date, a final 0% will be recorded for that grade.
- Students showing repeated evidence of late work may be determined ineligible to participate in advanced study courses such as advanced math, honors, AP, or DE classes.
- Possible disciplinary consequences may be assigned for not meeting academic expectations.

EXTRA CREDIT

- Extra credit will not be needed because your student's unit scores (the summative assessments) will be based on the individualized practice work (formative) assigned to your student.
- If a student struggles with a particular concept and needs more practice work (formative), they can participate in more learning activities in the classroom and retake the final unit assessment (which holds a greater point value than the practice activities). SCS wants our students to learn and succeed.
- Teachers may add extra credit questions to assignments and exams provided these questions do not impact the final score by more than half a letter grade (i.e. 5 points on a 100 point assignment).
- Teachers are not permitted to allow extra credit assignments that are designed to increase a student's final course grade or replace assignments in the gradebook.

ACADEMIC DISHONESTY

SCS expects that each student will be assessed with both formative and summative assignments by examination of their own work. For unique learning gains to be identified, teacher and student need to know where a student needs assistance and what a student already knows.

If a student is found to participate in academic dishonesty:

- Discipline consequences may result.
- Additional assignments will be given.
- A re-assessment will be required before releasing students from their academic intervention.
- For first offenses, the grade for the assignment in question will not be affected unless the student fails to complete a retake assignment(s), at which time a final 0% grade will be recorded and parent involvement requested. Demerits for the offense may be recorded in order to track repetition of offenses.
- Repeated incidents of academic dishonesty may lead to an automatic 0% on an assignment as well as other disciplinary measures such as suspensions or even expulsions.

A.P. and Dual Enrollment Courses

Given the advanced nature of honors, A.P. and dual enrollment courses, teachers of these courses are not required to follow the guidelines for test retakes or late work that are outlined in this policy. These courses may set guidelines with higher levels of accountability than those outlined in this policy. This exemption would also apply to 8th grade students who are taking high school level courses as these would be considered honors courses.

Artificial Intelligence (AI) Policy

As a student, when using artificial intelligence, it is important to maintain academic honesty and integrity in all interactions. Artificial Intelligence is a powerful tool that can provide assistance and support for various academic tasks, such as writing essays, conducting research, and solving problems. However, it is important to use AI responsibly and ethically, and to avoid any form of academic misconduct or dishonesty.

The following guidelines outline the academic honesty policy for using AI:

1. **Do your own work:** Artificial intelligence should be used as a tool to assist you in your learning, not as a replacement for your own efforts. You should always attempt to answer questions and complete assignments on your own before seeking help from AI. Students may not use AI programs to complete any assignments or exams that are meant to be completed independently or without the use of external resources. Any use of AI programs in this manner will be considered cheating.
2. **Acknowledge sources:** If you use AI to generate text or ideas for a project or assignment, you must acknowledge the source. This means citing AI as a source in your work and giving credit where credit is due.
3. **Do not share answers:** You should not share answers generated by AI with other students or post them online. Doing so violates academic honesty policies and undermines the learning process.
4. **Avoid plagiarism:** Do not copy and paste answers generated by AI into your work without proper attribution. This is considered plagiarism and can result in serious consequences, including failing the assignment or course.
5. **Do your own thinking:** Use AI as a tool, not a substitute for learning: While AI can provide valuable assistance and support for your academic tasks, it should not be used as a substitute for your own learning and thinking. It is important to use AI as a tool to enhance your own skills and knowledge, rather than relying on it to do the work for you.
6. **Report any suspicious activity:** If you notice any suspicious activity or behavior related to AI, such as plagiarism or cheating, report it immediately to your teacher or school administrator. It is important to maintain a culture of academic integrity and honesty in our school community.
7. **Assume responsibility:** Students must take responsibility for any errors or inaccuracies produced by AI programs. While AI programs can be helpful in many cases, they are not infallible, and students must be aware of any limitations or biases inherent in the program they are using.
8. **Ask for permission:** Students should consult with their instructors if they are unsure about the appropriate use of AI programs for any particular assignment or exam.

Penalties:

Violations of this policy will be subject to disciplinary action as outlined in the academic honesty policy. Penalties may include, but are not limited to, a failing grade for the assignment, a failing grade for the course, or suspension or expulsion from school.

Conclusion:

The use of AI programs can be a valuable tool for students in completing academic assignments, but it is essential that students use these programs ethically and in accordance with academic honesty policies. This policy provides guidelines for the appropriate use of AI programs and outlines the consequences of violating these guidelines. It emphasizes the importance of original work, proper citation, and responsible use of AI programs.

