

Carolina Christian School

High School Handbook 2024-2025



“To teach the mind and guide the soul through a deeper understanding of God the Creator and His World.”

High School Specific Information

ATTENDANCE EXPECTATIONS

All High School students will enter through the Family Life Center front doors and check-in before Homeroom.

- School instruction begins at 8:15 am and a student will be considered tardy if they are not in their classroom and ready for instruction. Your student will receive a tardy slip from the Front Office up until 8:30 am. If they arrive after 8:30 am, they must have a note or phone call from a parent or a physician's note with the reason for their late arrival.
- A tardy slip will have to be completed in the Front Office for anyone arriving after the start of a class for any reason.
- Five (5) tardies will equal one absence on the student's record.
- Any student leaving early must be signed out by a guardian or have a Student Dismissal Form on file in the office. Each student must use the check in and out system to sign in and out every time they exit the school doors. Students must provide a written excuse from a parent or medical provider to have an absence from class excused every time they are not in class.
- For extracurricular activities, students must be at school for $\frac{1}{2}$ of the day to participate that day. A $\frac{1}{2}$ day would be considered 8:15 am – 11:45 am or 11:45 am – 3:15 pm.
- Special Note: In addition to the general guidelines for all CCS students, High School students who miss more than 20 classes for a year-long class or more than 10 classes for a semester-long class will not receive credit for the class without Head of School approval. If a class meets intermittently, students must attend 85% of the classes to receive credit.
- **A student will be considered absent if they miss more than 20 minutes of a class period.

CAR RIDER LINE / DEPARTING SCHOOL

- School ends at 3:15 pm. All High School drivers will exit through the Family Life Center doors at 3:15 pm. Students drivers must wait for Lower School car line to finish prior to leaving campus. Students must have a Student Driver Form on file in order to drive and cannot give another student a ride unless we have the Transportation Waiver signed and initialed in the correct spot by the parent of the student(s) that your child will be transporting.
- Students that do not drive or ride with another student will exit through the E-wing at the Choir Room doors.
- High School Students with younger siblings in Lower and Middle School will report to the gym for the multi-student car rider line after dismissal.
- Students that ride with older students who drive, will report to the Family Life Center Doors. Students must be on Student Driver Release for in order to ride with them.

- All students should be out of the building by 3:30 pm, or report to the BASC program or to any extra-curricular activity.

ACADEMIC POLICIES

Student Promotion and Retention

- Promotion will be used to show progress of the student from one grade level to another. Except in the case of extenuating excused absences, each student is expected to attend the designated number of school days to be eligible for promotion.
- If a student does not pass their classes in his or her grade level they will be kept in that grade level until demonstrating sufficient progress that merits advancement to the next grade level.
- If there is a possibility that a student will be retained, parents will be notified well in advance of the end of the school year. With good parent/teacher communications, there should be no instance of a parent being unaware of the student's lack of academic progress.

Report Cards

For all students, progress reports and report cards are issued four times a year. The evaluations reflect the student's performance in relations to grade level course standards. When expectations have been modified for a student, the evaluation will indicate said modifications. All students will have a Parent/Teacher Conference at the end of the first grading period.

Grades are regularly entered and constantly available to parents throughout the grading periods on RenWeb and CCS App. Parents are encouraged to actively monitor their child's progress.

Make-up Work

If a student is out of school because of an excused lengthy illness, it is the responsibility of the student or parent to communicate with the teacher to discuss class assignments and tests and to notify the Front Office.

Homework Policy

Carolina Christian School believes that homework serves to build responsibility, self-discipline and positive habits. It is the intention of the faculty to assign relevant, challenging and meaningful homework assignments that reinforce classroom learning objectives. Homework should provide students with opportunities to apply what they have learned, complete unfinished classroom assignments, and promote independence.

Homework Assignments Include:

- Practice exercises to follow classroom instruction
- Review assignments to prepare for assessments
- Extensive assignments to transfer learned skills to new situations
- Integration of many skills to create a product

Late Work Policy:

Students are expected to turn in homework on time. Students who turn in late assignments will receive the following:

- Partial credit – **10 points one day late**
- No credit – more than 1 day late *Even if not receiving credit for the assignment due to lateness, all assignments must still be turned in, in order to pass the course.

Responsibility of the Staff:

- Assign relevant, meaningful homework that reinforces classroom learning.
- Give clear instruction and make sure students understand the purpose and provide Rubrics.
- Give feedback on all homework assignments within 1 (one) week.
- Communicate with others teachers about tests and projects due. Use the High School test calendar and no more than 2 tests per day for any student.
- Involve parents and contact them if a pattern of late or incomplete homework develops.
- Assignments are posted and accurate for each day in RenWeb.

Unexcused Absences Homework/Quiz/Test Policy

High School 9th-12th Grade: Homework is due as assigned. Any homework not turned in on, or before the due date/time will be recorded as:

- 10 points deduction for any assignment turned in up to one day late
- Anything turned in later than one day late will be recorded as a zero (0); however, the assignment will still need to be turned in prior to the end of the year.
- Students with an absence that miss a quiz or test will have three days to make up a test or a quiz or make additional arrangements before it will be entered as a zero. It is the student's responsibility to contact that teacher to schedule this on their first day back.

High School Graduation Requirements

To receive a diploma from Carolina Christian School, students must complete at least 24 units of study, including:

- 4 units in Math
- 4 units in English
- 3 units in Social Studies
- 3 units in Science
- 4 units in Bible (or a semester of Bible for every year a student attends CCS)
- 2 units in Foreign Language
- 0.5 units in Health
- 0.5 units in Physical Education
- 0.5 units in Fine Arts
- 2.5 units in elective units
- Additionally, students must score a minimum of 800 on the PSAT or SAT or a 14 on the Pre-ACT or ACT to qualify for Graduation.

High School Drop/Add Process

- Students will have the opportunity to initiate moving up or down within a subject (if an alternative exists) as late as the 5th class period. For instance, from Honors Algebra II to Algebra II. Afterward, the process becomes teacher initiated. If a student elects to drop down in coursework, the student would lose any quality points for the entire year in that subject.
- If a student elects to drop the class, the request must be made within the first 5 class periods in order to prevent the class from showing up on a transcript. Afterward, the class will be shown on the transcript and be recorded as either a WP (withdraw passing) or WF (withdraw failing).

High School Transcript Request

Parents (and students over 18 years of age) may request HS transcripts and have official sealed transcript sent to specific agencies. HS Transcript Request Form must be fully completed at least 2 weeks prior to deadlines. This form is located on the CCS website under the Parent Resource tab and in the CCS Front Office. Transcripts are not considered official if they are not in sealed envelopes from the school.

STUDENT LIFE

Student Code of Conduct – General Comments

The underlying foundation and philosophy for all student conduct policies and procedures is based upon biblical principles. In matters of morality and practice we hold guidelines as biblically stated. 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 our responsibility to provide the proper learning environment for students. It is the student's responsibility to make the commitment to live within the rules and regulations that are necessary for us to function together each school day in a God honoring manner. Discipline can be defined as self-control. In a well-disciplined classroom both the teacher and the student exercise self-control. Any breakdown in self control by individuals hinders learning.

Teachers and Students are expected to follow the Matthew 18 Principle and the following:

- Be obedient as unto the Lord
- Respect authority
- Respect others
- Respect your body and abstain from all sexual impurity (1Cor. 6: 18-20)
- Respect school and church property
- Address teachers by using their title and last name at all times.
- Discuss any concerns (academic, social, or behavioral) before leaving school for the day with the person it concerns.

Guidelines and Expectations

CCS desires to work with students and parents on character formation and the educational process. It is expected that students will abide by CCS rules and policies. Should a discipline problem arise, the teacher or administrator will counsel the student and a demerit or detention notice may be sent home. Parents will be notified when a student fails to correct repeated minor infractions or violates any major rule. A cumulative discipline record is kept. Situations may occur where the normal procedure may not be applicable. In those cases, the Head of School, Administrative Team or School Board will take whatever action is deemed necessary.

DISCIPLINE SYSTEM

The Upper School uses a demerit system coupled with four defined categories; academic integrity, student responsibility, character formation, and serious infractions. Consequences are designed to be given to encourage responsibility and godly character as well as reduce the unwanted behavior.

Category A - Academic Integrity

- Academic integrity is essential to the success of every educational institution. In an age-appropriate manner, these guidelines will be explained to the students by the teachers.
- Violations are a serious matter and will be treated as such.

Guide to Academic Violations

- Using unauthorized materials or receiving unauthorized assistance during an examination or in connection with any work completed for academic credit. Unauthorized material may include (but are not limited to) notes, textbooks, previous examinations, exhibits, experiments, papers, or other supplementary items.
- Giving false or misleading information regarding an academic matter.
- Copying information from another student during an examination, quiz, classwork or homework assignment.
- Rendering unauthorized assistance to another student by knowingly permitting him or her to see a copy of all or a portion of an examination, or any work to be submitted for academic credit.
- Discussing any examination with another student before all students have completed the examination.
- Obtaining prior knowledge of examination materials (including using copies of previously given examinations) in an unauthorized manner.
- Selling or giving to another student unauthorized copies of any portion of an examination.
- Using a commercially prepared paper or research project or submitting for academic credit for any work completed by someone else.
- Falsifying reasons why a student did not attend a required class or take a scheduled examination.
- Making unauthorized changes in any reported grade or on an official academic report form, such as in-class grading.

- Falsifying scientific or other data submitted for academic credit.
- Collaborating in an unauthorized manner with one or more students on an examination or any work submitted for academic credit, **including classwork and homework**.
- Committing the act of plagiarism – the deliberate copying, writing, or presenting as one’s own information, ideas, or phrasing of another person without proper acknowledgement of the true source.
- Using computing facilities or library resources in an academically dishonest manner or a manner that betrays the values of Carolina Christian School.

Consequences for Category A Infractions

Academic integrity violations will be treated as serious matters and may result in one or more consequences depending on the infraction. Consequences may include; no academic credit, reduction in academic credit, demerit/s, detention or suspension. . *** All reports and papers will be scanned through a plagiarism detection service.**

Category B – Student Responsibility

- Class disruption
- Dress code violation: Receive demerit and must fix dress code issue at the time of the infraction.
- Eating or chewing gum at inappropriate times
- Excessive talking or talking without permission
- Failure to comply with instructions
- Inattentive
- Missing signatures
- Not prepared for class

Consequences for Category B Infractions

- One demerit with parent and student verbal and email notification.
- After 4 demerits, a 2-hour detention must be served. In addition, the administration will counsel the student to look at ways of avoiding more demerits. Email notification of this meeting will be sent to parents.
- After one 2-hour detention in a quarter due to Category B Infractions, the student will only be allowed to receive 2 demerits before serving his/her second 2-hour detention.
- After two 2-hour detentions the student will only be allowed to receive 2 demerits before serving his/her third 2-hour detention.
- Every semester a new slate begins for counting Category B Infractions.

Category C – Student Character Formations

- Dishonesty
- Destruction or misuse of school property

- Disrespect
- In off-limits area of campus
- Inappropriate speech (vulgarity, swear words, meanness, sexually implicit phrases, gestures, or jokes, etc.)
- Outright Disobedience
- Improper use of technology and/or cell phone usage during school hours is an automatic 2-hour detention.
- On campus driving violation., for example speeding, reckless driving.
- Public Display of Affection

Consequences for Category C Infractions

- An automatic 2-hour detention with detention notice emailed and acknowledged by parents and teacher. Parents may be required to accompany the student to serve Category C detentions.
- Detentions will be 2 hours in length and scheduled as needed. Students need to report to the administration. Detentions may include general cleaning around the school and grounds, therefore students should dress accordingly.
- Parents will be required to meet with the administration if a second Category C detention has to be issued and a parent will be required to accompany the student to serve the second Category C detention.
- After the second detention for a Category C Infraction, out of school suspension will be utilized rather than detention.
- After the second suspension, the CCS School Board, at the Head of School's recommendation, may ask a student to withdraw from CCS, expel him/her, or not allow him/her to re-enroll if he/she engages in a major disciplinary infraction, or does not reflect a desire to live within philosophy of CCS.
- The process above will be used for normal disciplinary concerns. If any discipline incident is serious enough, the process may be accelerated.

Category D – Serious Infractions

- Fighting
- Vandalism of school property or graffiti
- Possession of alcohol or drugs (Expulsion)
- Possession or use of weapons (Expulsion)
- Failure to appear for detention
- Practice sexual impurity as defined in 1 Corinthians 6:18-20
- Bullying
- Sexual harassment
- Stealing or Truancy

Consequences of Category D Infractions

Suspensions

- Out of School Suspension is defined as a temporary mandated absence from school. When a student is suspended from school, they may not be on campus or attend any school event, including athletic events. Classwork is to be completed at home as assigned and turned in upon return to regular classes. All classwork turned in on time receives credit.
- In School Suspension is defined as a temporary separation from the classroom environment. All class work turned in on time receives credit. Normal policies for late work apply to work completed during suspensions.

Expulsion

Expulsion is defined as complete dismissal from Carolina Christian School. If expulsion is required, the family will not receive a refund of the tuition that has been paid to Carolina Christian School. The parents have the right to file a formal appeal in writing with the CCS School Board, who has the final decision. No appeals may be made to the Pastor or the Session of Carolina Presbyterian Church.

Readmission after Expulsion or Forced Withdrawal

Parent who seek readmission or participation in school activities (athletics, clubs, fine arts) of a student expelled or withdrawn as a result of the disciplinary process shall request such by a letter to the Head of School. There should be evidence of a changed attitude sustained over a period of time. It is the School's policy not to re-admit a previously expelled student for at least one year from the date of expulsion. The School Board, or its delegated committee, will make a decision based on the student's attitude and circumstances at the time of reapplication.

DISMISSAL FROM SCHOOL

Immediate Withdrawal

Students who commit serious conduct infractions may be asked to withdraw from CCS immediately, depending on the level of danger, risk, influence on others, effect on integrity and safety of others, perceived desire to change, and past conduct history.

If parents do not accept the recommendations from the Head of School to withdraw the student, the School Board will study the case and decide if the student will be expelled immediately.

PUBLIC DISPLAY OF AFFECTION

No public display of affection is allowed at CCS, at any CCS sponsored event, or at any event in which CCS is represented. This does include holding hands. This is a 2-hour detention.

DRUG, ALCOHOL AND TOBACCO/VAPING POLICY

Students at Carolina Christian School are expected to abstain both on and off the campus and at all times (24/7/365) from the use or possession of alcoholic beverages, tobacco, vaping paraphernalia, drugs and pornography as well as from gambling and other undesirable practices that are generally recognized to be harmful to health and Christian character. (1 Cor. 6:19-20) If a student is caught on campus with this behavior, this will result in a suspension or expulsion. If a student is caught off-campus, this will be reviewed on a case by case basis and will also potentially result in suspension or expulsion.

HORSEPLAY

CCS will not tolerate horseplay. This includes but is not limited to slapping, twisting, non-sexual touching, and other types of engagement with other students that are inappropriate for a school setting. These actions can escalate into physical violence at worst and distraction from studies at the least. Any student who participates in horseplay will get a 2-hour detention as it will be a Category C Infraction in our discipline policy.

LOCKERS

CCS is a multi-use facility, therefore we strongly recommend the purchase of a combination lock for your student, as they are responsible for all their books, calculators, and electronics. Valuables should be taken home daily as the school is not responsible for items missing or stolen.

Lockers are assigned to all Upper School students and we suggest that sturdy combination locks be purchased to keep items secure. Only combination locks will be allowed. Students will only be allowed to place a lock on their locker after the combination has been given to Homeroom teacher and Front Office.

Appropriate items for lockers:

- Books and notebooks
- Lunch boxes and snacks
- Magnetic decorative items on the inside only
- Clean plastic forks or spoons for lunch – no metal knives should be brought to school.

Inappropriate items for lockers:

- Trash of any sort
- Food items left overnight
- Permanent decorative items, stickers, or items of any sort on the exterior are prohibited. Pictures can be put up with Scotch Tape.
- Any items banned from the campus apply to lockers as well. For example, lighters, knives of any kind, or guns.

UNIFORM AND DRESS CODE

General Comments

The intent of the uniform and dress code is to train out students to glorify God through the practice of self-discipline and to realize that certain clothing and styles are more appropriate to specific situations. It is important to note what is “in style” is not always in accordance with the standards we seek to reflect. However, as Christians we are called to be different from the world. Because types of clothing we wear can influence our attitude and behavior, the following Uniform and Dress Code represents the expectation of dress at our school and at all after-school activities for CCS students.

Since students purchase their own clothing and personal belongings as a part of the family unit, and prepare for school at home, it's CCS's desire to partner with parents to give proper guidance on clothing choices. We would much prefer appropriate clothing and decisions be handled at home to insure compliance with CCS standards. Parent support for the discipline action taken towards correcting student misbehavior is greatly.

High School Appearance Code

Carolina Christian School strives to maintain a positive and professional learning environment, which reflects God's call to modesty and purity. Consequently, our appearance should encourage concentrated study and should in no way distract from the learning process. Therefore, our appearance code is defined by two specific standards: Modesty and Professionalism.

- The general guidelines for the length of skirts and dresses requires that they must be no shorter than a 7" inseam.
- Jeans must be in good condition and may not have holes or rips in them. They must not be tight or revealing.
- Pants may not be constructed of a knit fabric and must have pockets and should not be constructed in an overall style that is too tight or body shape revealing. Under no circumstances are leggings considered pants. Leggings and all “legging-type pants” should not be worn to school
- Clothing should completely cover undergarments, including bra straps and necessary parts of the body at all times. Girls should take care to ensure tops are not plunging or revealing at the neckline. Girls may not wear Crop Tops. Boys and girls both should take care to cover their midsections while standing in a normal posture.
- During school hours, co-curriculars, activities and events, boys are expected to keep a shirt on at all times.
- Formal Event Dress Standards: The principle of modesty remains the guiding standard for dress at these events. This included selecting a dress that is appropriate in length, as well as providing appropriate coverage that is not low-cut or plunging at the neckline. For formal events that include dancing, dresses must have straps.

We want students to be comfortable, but we also expect that Carolina Christian School student's appearance should meet basic standards. As a learning community committed to excellence, we desire students to wear clothes that are appropriate and create this type of learning environment. This is a place to prepare our students for their future when they may have various appearance codes at their workplace or other venues.

- For both boys and girls, shorts must have an inseam length of at least 7-inches. Many in-style sorts do not meet this professional requirement and should thus be saved for at home.
- Athletic attire is not acceptable outside of PE class, athletic practices, or rehearsals. This includes shorts, sweatpants, joggers, yoga pants and slide.
- All clothing should be in good repair. Clothing with holes, patches, or ragged/frayed ends may not be worn. This includes clothes that are designed with frayed/ragged ends or holes.
- Shirts must cover the shoulders. Tank tops or sleeveless shirts for either girls or boys are not acceptable school attire. At no time should undergarments be showing, including bra straps.
- Hats or bandanas are not to be worn inside during the school day. Special permission may be given by the Administration due to extenuating circumstances or special events, i.e. CCS school sponsored Hat Day.
- Designs or slogans which do not meet the professional standards of CCS are inappropriate regardless of whether they are on clothing or personal belongings. Clothing, decoration on clothing or personal items, which promote musicians, musical events, TV stars, movies, or Fraternity/Sororities should not be worn at school. We do not care to debate or interpret what is Christian, quasi-Christian or anti-Christian music, TV, or entertainment.
- Hair should look neat and natural. Any hairstyle, hair color; or head appearance, which includes but is not limited to unnatural coloring, Mohawks or designs shaved into heads, that tends to call undue attention is not acceptable. Hair should always be out of the eyes, regardless of how it is kept or worn, neatly trimmed and well groomed at all times. Boys' hair should be cut or pulled up at all times, so that it is off the shoulder. Any facial hair must be well groomed and non-distracting. Dying hair, coloring tips, etc. is permitted only if the color does not call undue attention to the individual.
- Any clothing or personal appearance that tends to call undue attention to the individual is not acceptable.
- Boys may not wear earrings to school or to school functions and piercings other than earrings or nose studs for girls are not appropriate. Students who have such piercings will be required to remove their body jewelry when they arrive at school or put in an invisible spacer during the school day.
- Visible tattoos or "body art" are not appropriate for students. All tattoos for students must be covered while on campus.
- **Wednesdays are Chapel days for High School. Students are to follow the Dress to Impress guidelines.**

Athletic Dress Code

Boys:

- Shirts must be worn at all times both inside and outside of the building.
- Shirts must not be altered, cut, twisted, or manipulated to expose unnecessary skin on the torso, back or chest area.
- Sleeveless shirts are acceptable if part of the required part of the practice uniform.
- All shorts whether worn inside building or outside must have at least 5-inches inseam.
- Spandex is acceptable only if shorts with at least 5-inch inseam are worn over the spandex.
- Spandex worn alone is not acceptable.

Girls:

- Shirts must be worn at all times both inside and outside of the building.
- Shirts must not be altered, cut, twisted, or manipulated to expose unnecessary skin on the torso, back or chest area.
- Sleeveless shirts are acceptable only if part of the required practice uniform.
- Undergarments must not be visible at any time during practice or workout.
- All shorts whether worn inside building or outside must have at least 5-inch inseam.
- Spandex is acceptable only if shorts with at least 5-inch inseam are worn over the spandex.
- Spandex worn alone is not acceptable.
- Full length spandex, or spandex that extends down to just above the knee are not acceptable to wear while working out on campus without shorts on top of them.

We realize appearance and dress code may feel subjective, but CCS faculty, staff and administration work to apply these standards consistently. When a student is asked to modify dress, we expect a respectful response even if a student or parent is not in agreement. If a student is found to be out of dress code, he/she will be required to correct the situation by changing clothes. The use of duct tape, band-aids, or other efforts to cover dress code violations are not acceptable. Students must be notified of all infractions. If a student is not able to correct the violation quickly so that they can return to class, the student must wait in the front school lobby until alternative clothing is brought to them at school. Students may not leave campus to get other clothes and must have a parent or other adult bring them to them at school. In case of piercings that are outside of dress code, the students will be asked to remove the jewelry immediately. Students will be allowed one warning for a dress code violation. Additional instances will be seen as a sign of disrespect and will result in demerits or stronger consequences.

HIGH SCHOOL DRIVING POLICY

Before a student may drive a car to school, the student must acquire, complete and turn in the Student Driver Form.

CCS Driving Requirements:

- Students must have a valid NC driver's license.
- **Student drivers may not leave school without permission from parents every time they leave campus.**
- If a student becomes ill during the day, they may drive home only after checking out at the School Nurse's Office and after confirming the with Front Office that parent permission has been given for the student to drive home.
- Student drivers may not leave school to pick up food.
- Students may not sit in their car or loiter in the parking lot at any time.
- Students arriving between 7:50 am - 8:15 am must join the car rider line by entering at the 2nd church entrance, use the gravel driveway and may pull out of the line at the student parking area.
- Students may park in the student parking lot only and **may not back into space.**
- Students may not provide rides for other students without both parent's permission and Student Driving Form and Transportation Waiver completed and on file in the Front Office.
- For athletic team members: Students who are required by the school to participate in an extra-curricular event are expected to ride with their team if transportation is provided by the school (either school bus or approved parent driver). Students may not drive to away events at any time.
- **CCS reserves the right to search any vehicle parked on school property at any time.** The driver of the vehicles will be considered the responsible party if any prohibited item is found.
- Students who are in violation of these guidelines will be disciplined (Category C Infraction) and may lose their on-campus parking and driving privileges. They will also be given a 2-hour detention.

CELL PHONE / ELECTRONICS POLICY

A CCS High School student may possess a cell phone, **Smartwatch**, or other electronic devices in school, on school property, at after school activities and at school related functions. **However, during educational hours (8:15 am - 3:15 pm) devices must be off and, in their backpack, or locker.** High school students will be allowed to access their phones during lunch.

If a student needs to contact their parent during the school day, a note from the teacher to use the school phone will be needed. Parents, please contact the school and leave a message for your student during the school hours. Students are not to text or call on their cell phones unless in the presence of an Administrative staff member at the Front Office.

Possession of a cell phone, **Smartwatch**, or other electronic device by a student on the campus of CCS is a privilege, which may be forfeited by any student who fails to abide by the terms of

this policy. Violations of this policy may result in disciplinary action against the student that may include confiscation of the cell phone, smartwatch, or electronic device which will be returned at the discretion of an administrator.

A student who possess a cellphone, Smartwatch, or other electronic device at extracurricular activities shall assume responsibility for its care. At no time shall Carolina Christian School be responsible for preventing theft, loss or damage to cell phones or any electronic devices brought onto its property. In addition, please make sure the content of the devices contains no inappropriate material.

Student Personal Laptop Policy:

High School Students at CCS are allowed to use their own personal laptop computers at school for academic purposes. However, their use must be approved by parent agreement and certain guidelines apply.

- Computer will be limited to academic settings, times and purposes with teacher permission.
- Student computers may not be used to play music, games, DVDs, IM, chat, email or any other non-academic function without teacher approval during school hours.
- Students will not be allowed internet access without teacher supervision and parent approval.
- CCS is not responsible for any damage or theft that may occur to personal computers. Therefore, it is the student's responsibility to secure and protect their computers and the information or property contained therein.
- Tampering with another student's computer, stealing information, or illegally sharing information is forbidden.
- CCS will not provide software for a student's personal computer.
- Students may not access or transmit material that is profane, abusive, or is otherwise questionable.
- Students may not download material and incorporate it into their work without properly identifying its source – no plagiarism.
- Students may not use their computers to violate local, state, or federal laws. This includes transmitting threatening information.
- Any program or personal software that interferes with the CCS network or that causes undue technical support time must be removed.

SOCIAL MEDIA AND ACCEPTABLE USE POLICY

Students are responsible for using common sense, ethical standards, and good manners when online or texting. "Online" includes, email, instant messaging, social networks, blogs, personal webpages, and other similar sites accessed through the Internet. Do not assume anything sent through these methods is private communication. Social Networking even marked as private is not always private.

Students who post or send inappropriate material will face disciplinary actions as outlined in the Student Handbook including suspension or expulsion. Unacceptable communication is forbidden at all times and includes:

- Alcohol or drug related pictures and or involvement
- Profane, lewd, obscene, vulgar, ruse language
- Cyber bullying
- Sexually provocative pictures
- Threatening images including weapons, physical violence, or the like

Statements to or about another student that may be interpreted as:

- Involving the usage of drugs or alcohol
- Harassing (persistently acting in a manner that distresses or annoys another person)
- Sexually provocative
- Threatening or disrespectful
- Knowingly post false or defamatory information about a person or organization

If you are told by another student to stop sending messages, **you must stop**. Students should report all such incidents of misconduct to a parent, teacher or administrator immediately.

Purpose for Social Media Guidelines

Carolina Christian School realizes that part of the 21st century learning is adapting to the ever-changing methods of communications. The importance of teachers, students and parents engaging, collaborating, learning and sharing in these constantly changing digital environments is a part of the 21st century learning. To this aim, CCS has adopted the following guidelines to provide direction for employees, students and the CCS community when participating in certain online social media activities:

- It is important to create atmosphere of trust and individual accountability. Information produced and/or posted online by employees, students and families is a reflection on the entire school and is subject to the school's Acceptable Use Policy and Student Code of Conduct.
- Personal postings, even if marked private, may also be subject to relevant CCS policies and procedures, in addition to relevant local, state and federal laws.
- Accessing, creating or contributing to any online content, such as blogs, wikis, podcast or other social media that is in violation of policies, or disparages or is disrespectful to CCS employees, students, or parents can result in consequences outlined in the school's Acceptable Use Policy and/or Code of Conduct.

CHAPEL

Chapel services will be held once per week, on Wednesdays, and will be led by selected speakers with some participation of the students and school staff. Chapel dress is expected.

HOMEROOM

In addition to weekly chapel services, each class will begin each morning with prayer.

FOOD/LUNCH POLICY

Snacks

Students may pack a small snack to be eaten during the morning break. It is not the responsibility of the staff to provide snacks if a student does not have one. **Water is the preferred beverage allowed in classroom, however, with teacher approval other beverages (except energy drinks and other stimulants) may be consumed in the classroom. However, should a spill should occur, the student responsible will be billed the cost to clean the carpeted floors.**

Energy Drinks and other stimulants

At no time will Energy Drinks or other stimulants be permitted at school. This will result in a Class C demerit and will carry a 2-hour detention

Snack Cart

Students may purchase select snacks from the CCS Snack Cart on an available basis. Snack Cart is cash only, however, if your child does not have cash, they can purchase items which will be billed through FACTS.

Lunch

Students will need to pack their lunch daily. High School students may use microwaves during lunch. Students will not be permitted to order food, and have it delivered during school hours. Nor will they be permitted to leave the campus in order to purchase food for lunch, except for Seniors on Fridays only.

We will also be offering ice cream on Fridays at lunch time. Students may purchase with cash.

Special hot meal lunch options will be communicated to parents through CCS emails and available a variety of times throughout the year. Hot meals must be arranged through RenWeb/CCS Connect App and paid a week(s) before the meal is served. Order meals not completed and paid for in the RenWeb system will not be placed with the vendor and will not be available.

Contacting parents to bring their student is not the responsibility of the CCS Staff.

Please communicate any food allergies to the school nurse and/or teacher at the beginning of the school year. Lunch room and classroom accommodations will be made for students with severe allergies that require isolation from certain foods.

ASSEMBLIES AND SCHOOL EVENTS

Students are expected to behave courteously at school assemblies and events. Students are to exhibit good sportsmanship and courtesy toward all visitors for school events. Improper conduct and/or dress may result in a student being asked to leave the event. This includes athletic competitions and all CCS sponsored events.

Parties and Invitations

Occasionally, teachers will have classroom parties for special events. Teachers will communicate what foods and activities are appropriate and will be served at the discretion of the teacher.

Fall Dance and Spring Formal are off site activities that are voluntary and open to all high school students (and approved guests) in good standing with the school. Costs associated with dance will be billed through the FACTS system. Students are expected to adhere to all CCS behavioral standards and specific rules associated with the event or venue. Chaperones will be on site at all events. Students are to leave events at the conclusion of the activity.

Field Trips

Time away from school is important to provide additional educational activities and resources, outside perspectives and opportunities to teach about Christ and Christian perspective. All activities will be communicated to parents and students when they are approved.

- Some parents may be asked to chaperone. Any parent accompanying the group may NOT bring younger siblings on the field trip.
- At times there will be a cost to the student and the parents for the trip. All fees will be billed through the FACTS system.
- Permission slips will be requested for each trip. If you do not want your student to participate, then the teacher must be notified. Any student on suspension will not be allowed to attend. Permission slips must be turned into the staff in advance in order for your student to attend.
- Students traveling in non-CCS approved transportation will need to have a Transportation Waiver signed for every field trip taken.
- Overnight events will have accommodations and meals arranged and included in cost of events. Chaperones will provide supervision at all times. Male and female students will be housed separately. However, your student(s) may be responsible for meals during travel to and from the event/field trip.

BETA Club

Beta Club inductions will be held in the fall of the school year. Information will be provided to eligible students in August.

National Junior Honor Society

Induction ceremony is held in the Spring of the school year. Students that hold offices in the Honor society are not eligible to serve in the Student Government during the same year.

National Honor society is awarded on the following characteristics:

- Scholarship: Overall average of 90 non-weighted for high school with no grades less than a 74. Any classes that appear on the report card are included in the GPA.
- Personal Service: Documented via recommendations. These are recommendations must be from a non-family member. These service contributions must be done without any kind of payment and should represent service done for others in a community, service organization or church environment.
- Leadership: Leadership role in chapel, small groups, chapel services, classroom assistance, sports teams on and off campus, sports events, announcing and other groups or clubs not affiliated with CCS.
- Character: No discipline greater than a 2-hour detention. No In-School Suspension or Out-of-School Suspension in the discipline system for the quarters reviewed for induction. No discipline prior to Q2 or summer of the student's ninth grade year will be reviewed.

Student Government Association

The role of the Student Government is to fully support the entirety of Carolina Christian School and its mission and vision from a student perspective. Student Government activities are to assist the school this vision:

- CCS is intentionally Christian to foster leadership to impact the local and global communities for Christ, encourage spiritual transformation of students and provide academic excellence.
- Students who want to run for office will need to provide their written testimony of faith, and a brief essay stating how they are uniquely gifted to help CCS excel in reaching its vision.
- Government elections are held yearly for the offices of: President, Vice President, Secretary and Treasurer.
- Student who hold an office in the Student Government are not eligible to serve as an officer in the Honor Society during the same year.

HIGH SCHOOL AWARDS

CCS recognizes students' achievements in academics, character development, and athletics. Parents are notified of when special recognitions are scheduled, so plans can be made to attend.

Quarterly Awards:

- Headmaster's List
- A/B Honor Roll

End of the Year:

Academic Awards that will be recognized at the Academic Awards Ceremony:

- Headmaster's List (All A's all 4 Quarters)
- A/B Honor Roll (All A's and B's all 4 Quarters)
- Class Awards (Highest Average in each class)
- Department Award (Student who excels, participates and shows determination in each department)
- Academic Growth (Proverbs 1:5) – for students who demonstrate growth in grace and knowledge, academic performance, attitude, work ethic. (max 5 recipients)
- 2 Peter Award (2 Peter 3:18) – Senior for exceptional growth in their faith and character. (1 recipient)
- Carolina Scholar Award
 - Scored in the 90th percentile or higher in an area on a nationally recognized test
 - Yearlong A in all classes
 - Must demonstrate academic integrity in the classroom

Additional Chapel Awards that are recognized at CCS

- Character Awards – recognized at the last chapel service for the year
- Distinguished Service (Acts 9:36) – This award is given to the student that is distinguished among peers regarding service. It can go to any grade in high school. (1 recipient)
- Attitude of Christ (Phil. 2:5) – For students who demonstrate the attitude of Christ through humility and obedience (max 5 recipients)
- Distinguished Encourager (1 Thess. 5:11) – For students that demonstrate devotion and excellence to building up their peers. (max 5 recipients)
- Distinguished Leadership (1 Peter 2:21) (1 recipient)
 - Understands his/her responsibility to lead a life that reflects Biblical values and principles.
 - Is equipped to deal with real-life situations as a person of faith, character and integrity
 - By demonstrating Christ-like love for everyone and is able to define, enhance and articulate his or her faith.
 - Has identified and developed his or her intellectual, artistic, athletic gifts from God and is prepared to use them to His glory.

Athletic Awards will be recognized at the End of the Year Athletic Awards Ceremony. Each CCS sport has the following awards for Junior Varsity and Varsity, Men's and Women's:

- Participation
- MVP
- Coaches Awards
- Character - 1 Timothy 4:12 Award: Given to (1) Male and (1) Female participant