

**CALVARY CHAPEL HIGH SCHOOL
MASTER CALENDAR 2005-06**



AUGUST	26	Schedule Day 8:00 AM – 2:00 PM
	26	New Student Orientation 3:00 – 4:00 PM in Main Sanctuary
	27	Freshmen Book Purchasing
SEPTEMBER	6	Opening Day of School
	23	Back-to-School Night
OCTOBER	3	Make-Up Picture Day
	8	Homecoming
	12	PAC Open Forum Meeting: 6:00 P.M in High School Library
	14	End of First Progress Report Period (Semester 1)
	15	PSAT Testing
	15	College Fair at Calvary Chapel High School
	20	Progress Report Mailed Home
NOVEMBER	5	SAT Test @ CCHS
	11	Veteran's Day - No School
	24-25	Thanksgiving Holiday - No School
	21-23	Teacher ACSI Conference
DECEMBER	1	End of Second Progress Report Period (Semester 1)
	2	Women's Christmas Coffee/Teacher In-Service/No School
	8	Progress Report Mailed Home
	8-10	High School Play
	14	PAC Open Forum Meeting: 6:00 P.M in High School Library
	16	Last Day of School before Christmas Vacation
	19 - 30	Christmas Vacation
JANUARY	2	School Resumes
	23- 26	FINALS/Minimum Day/End of First Semester
	27	Teacher In-Service/No School
	30	First Day of Second Semester
FEBRUARY	8	PAC Open Forum Meeting: 6:00 P.M in High School Library
	9	Semester 1 Report Card Mailed Home
	13	Lincoln's Birthday Holiday - No School
	20	Presidents' Day Holiday- No School
	24	CCHS Information Night 6:00 – 8:00 p.m. (for prospective students/parents)
MARCH	9	End of First Progress Report Period (Semester 2)
	10	Teacher In-Service – No school
	16	Progress Report Mailed Home
APRIL	6	SAT Testing Grades 9-11
	12	PAC Open Forum Meeting: 6:00 P.M in High School Library
	13	CCS In-Service
	13-21	Easter Vacation – Office Open on April 20 & 21 only
	24	Return from Easter Vacation
	28	End of Second Progress Report Period (Semester 2)
	TBA	Returning Student Registration
MAY	4	Progress Report Mailed Home
	6	SAT Test @ CCHS
	18-20	High School Play
	29	Memorial Day - No School
JUNE	1	Open House
	12-15	FINALS/Minimum Day/End of Second Semester
	14	PAC Open Forum Meeting: 6:00 P.M in High School Library
	15	Last Day of School
	20	High School Graduation
	29	Semester 2 Report Card Mailed Home

Welcome from the Superintendent

Dear Parents and Students,

Let me begin by thanking you for choosing Calvary Chapel High School as your partner in the education of your children. We count it a privilege to serve, minister and educate those the Lord has entrusted us.

Here at Calvary Chapel Schools our educational philosophy encompasses more than just books or getting high test scores. Instead, we see the educational process as a ministry to the whole child: body, mind, soul and social interaction (Matthew 22:37; Luke 2:52). We yearn to instill academic excellence, spiritual guidance, Biblical events and assistance in helping your sons and daughters develop a Christian worldview. In a sense, we yearn to educate a life, not just the mind.

Let me introduce you to a word: *paideia*. The word *paideia* is found in three sections of Scripture and is used as the Bible's prescriptive word for training; and more generally, a holistic term for education. Ephesians 6:4 translates *paideia* as nurturing and admonition. Hebrews 12:5–7 translates *paideia* as chastening. Second Timothy 3:16 translates *paideia* as instruction. As you read over the various definitions (nurture, instruction, chastening and so forth), you are probably wondering how one word has so many different meanings. That is Greek for you! Actually, all three meanings are part of the definition of the word. In reality, the original word had a far greater scope than just these three definitions. *Paideia*, as summarized by several New Testament writers, largely summarizes a Christ-based philosophy of education as it takes into account the whole person. *Paideia* is the disciple's means of implementing the whole-person approach established and modeled by Jesus (Matthew 22:37 and Luke 2:52). The Bible, through the use of this word, is calling us to assist a child in developing a Christian worldview, to prepare them for living a Christian life.

It is our hope that as we commence this school year we will be faithful in upholding the charge to prepare your students for the Christian life. We ask for your prayers, your partnership and your encouragement as we also prepare the next generation of Christian men and women.

This handbook outlines many of our procedures and principles utilized at CCHS. It is our prayer that you would take time to read it and apprise your family of the daily expectations and guidelines for student success. We believe that as we collaborate with you in the process of 'educating a life,' that all of us would draw closer to Christ. May Christ be glorified!

Grace and Peace,

Brian C. Nixon

Brian C. Nixon

PARENT-STUDENT HANDBOOK AGREEMENT FORM

Both parent and student must sign this Parent-Student Agreement form and **return it at your scheduled registration time.**

Student's Name (please print): _____

Grade: _____ Date: _____

I have received, read, understand, and agree to the guidelines contained in the handbook.

Parent's Signature: _____

Student's Signature: _____



Dear High School Parents:

Welcome to a new and promising school year! We are excited to see how the Lord will use and grow our students this year. Please pray and consider coming alongside those in the Parent Auxiliary Committee (PAC) in service. For those who are new to the school or new to high school, the PAC is a volunteer program that serves the students, administration and staff at CCHS. Every parent is welcome, every service is valued and every idea is appreciated.

The PAC has Open Forum meetings every other month, starting October 12, 2005. Please check the Master Calendar for consecutive dates. All meetings are held in the High School library at 6:00 p.m. All parents are encouraged to attend and help us unite our school in service and communication!

We hope to have as many parents as possible participate in helping with the below committees. Please pray about whatever area the Lord may want to use you in. Remember that it is very important to be a responsible servant.

Please check which committee(s) you feel led to serve on:

Ministry/Prayer Group

- Meets every Thursday to pray for the students and school at 8:15 a.m. in the Prayer Room

Administrative

- Collating
- Phone Calls
- Grading Papers
- Copying
- Stuffing Envelopes
- Newsletter
- Bulletin Boards
- Administrative Leader
- Typing
- Miscellaneous
- Computer Grade Entering
- Interested in helping teachers in August

Helping Hands

- Prepare a meal once
- Prepare a meal as needed
- Make phone calls
- Other (Explain)
- Helping Hands Leader

Luncheons/Snacks

- Bringing snacks for teachers on Fridays
- Snacks for other events
- Luncheons for teachers twice per year (November & February)
- Luncheon/Snack Leader

ASB/Drama

- Help set up & tear down the school drama productions (twice per year)
- Help with decorating or cleanup for ASB events (such as Homecoming, Winter Formal, Prom, Graduation, Grad Night, etc.)
- ASB/Drama Leader

Fundraising

- Help with SCRIP Program
- Help with CLASS Fundraising Program
- Fundraising Leader

Please commit time to pray for our students and staff, as this is our largest contribution to them.

Please return this form to the High School office.

Beti Hom
714-754-6758



Our schools & Boosters purchase merchant gift cards or certificates at a discounted price. We then sell the same card or certificate to you at face value.

This gives us an immediate profit—without costing you any extra money!

**PURCHASE SCRIP
FOR CALVARY SCHOOLS
& ATHLETIC BOOSTERS**

CALVARY CHAPEL SCRIP



Lunch Window Monday – Friday from 7:30–9:30 a.m. & 2:00 –4:00 p.m.

Order Forms & Scrip information can be downloaded at:

Scrip Office Monday – Friday 7:30 – 9:30 a.m. & 2:00 – 4:00 p.m.
www.calvaryschools.org

Order Forms & Scrip information can be downloaded at:

SCRIP can be purchased in the CCHS Office (during all office hours) or at the

www.calvaryschools.org
If you have any questions, please contact Sunday Garcia @ 714/290-7786

(click on CCH, About CCHS, Fundraising) or Beti Hom @ 714/754-6758

If you have any questions, please contact Sunday Garcia at 714-290-7786
or Beti Hom at 714-754-6758

Register With eScrip Today!



1. **Log on to www.escrip.com**
OR contact our group coordinator for a sign-up form to mail
2. Enter our Group ID# **153612590**
3. Register your grocery loyalty and credit/debit cards

IMPORTANT NOTE:

eScrip is used in conjunction with Scrip, not instead of.
We need to utilize both programs to make the most of our purchases and earn more!

Register your RALPH's Card

Pick up a Ralph's form, enter your club # along with your name/address and return it to the High School or Scrip Office.

Link your Albertson's Card

To get \$\$ for Calvary schools pick up an Albertson's card from the Scrip Office, swipe it once (along with your personal Albertson's card) to link the two together and all future purchases will benefit Calvary schools!

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Introduction

"In the beginning, God..."

Genesis 1:1

Introduction to Philosophy

History

Calvary Chapel Schools (MCA, CCJH, CCHS), henceforth referred to as CCS, was founded by Calvary Chapel of Costa Mesa (CCCM) under the Pastoral leadership of Chuck Smith. The School opened up in 1972 as an outreach to the families attending CCCM. The aim of the school was to provide children with a strong Biblical-based foundation, academic excellence and collaborative sports program. The High School was added in 1990 to aid in the development of the students entering secondary education. Since the humble beginnings in 1972, CCS has continued to grow, by God's grace, to impact our community in a variety of wonderful ways.

Educational Philosophy

The educational philosophy of Calvary Chapel Schools is intricately related to those of Calvary Chapel of Costa Mesa. Therefore, any discussion of educational ends must first be assessed in light of CCCM ministry and Biblical distinctives. Special emphasis, in all grades, is place upon the development of the "whole" student. Taking Jesus' words in Matthew 22 as the starting point, "You shall love the Lord, thy God, with all your heart, mind, and soul", CCS have developed a curriculum that attempts to minister to the various components within each student: Spiritual, Academic and Bodily. Furthermore, CCS assesses the students' progress in light of how Jesus progressed as a child. Using Luke 2:52 as the text we learn that Jesus, "grew in stature, wisdom and in favor with God and man." Therefore, CCS sees the student's learning results as that of being stature (physical), wisdom (academic), favor with God (spiritual), and favor with man (social). It is CCS' desire that each student would grow in the fullness and love of Jesus Christ. Simply put, we want our students be like Jesus.

Educational Approach

The educational approaches of CCS are based on time-proven practices. We place a strong emphasis on the relationship between the school and the home, recognizing the crucial role of parents in fostering their children's education. Additionally, we have a biblically-based emphasis in educational methodology and curriculum. CCS determines not only to teach children the skills to be productive citizens and provide an outlet for competitive sports, but more importantly, to nurture a relationship with Jesus Christ and encourage moral habits and qualities that are reflective of His character.

Methodology and Curriculum

CCS curriculum features traditional, well-balanced core of essential subjects. CCS follows the time-proven educational building blocks of the Trivium. All subjects are presented cumulatively, with each lesson building upon previously acquired knowledge and understanding. Memorization, drills, repetition and comprehension are emphasized at in the lower grades. Critical thinking, application and analysis are stressed during the Jr. High years. Communication, synthesis, and evaluation are the hallmarks of our High School years.

Mission Statement

“Thou shall love the Lord thy God with all your heart, and with all your soul, and with your mind...and your neighbor as yourself.”

Matthew 22:37-39

CCHS is dedicated to the spiritual, academic, physical and social development of the students it serves. The school aims to create a learning environment that is challenging, supportive and dedicated to foster holistic (Heart, Soul, and Mind- Matthew 22:37) growth within each individual. In all its academic endeavors, CCHS seeks to discover and encourage the gifts each student possesses; to deepen the students' understanding of the Christian faith and relationship with Jesus Christ; and inspire the students to realize his or her full potential in serving the Lord to the betterment of our community and the world.

Expected Student Learning Results

(E.S.L.R.s)

Luke 2:52
Matthew 22:37

WISDOM (Academic)

Calvary Chapel High School seeks to produce graduates who:

- Are well prepared in all academic disciplines, and are skilled in reading, writing, speaking, listening and thinking.
- Appreciate literature, fine arts, cultures of other people and places; and understand how they express and shape their beliefs and values.
- Know how to utilize resources including technology to find, analyze, and evaluate information, as well as to have the skills to question, solve problems, and make informed decisions.

STATURE (Physical)

Calvary Chapel High School seeks to produce graduates who:

- Are prepared to practice the principles of healthy, moral family living, based on a Biblical standard.

FAVOR WITH GOD (Spiritual)

Calvary Chapel High School seeks to produce graduates who:

- Can articulate and defend their Christian world view while having a basic understanding of opposing world views.
- Understand the value of a personal relationship with Jesus Christ through prayer, Biblical studies, and fellowship with other believers.
- Demonstrate the virtues of goodness, self-control, perseverance, brotherly kindness and love.

FAVOR WITH MAN (Social)

Calvary Chapel High School seeks to produce graduates who:

- Respect and relate appropriately with integrity to the people with whom they work and live.
- Value intellectual inquiry and are engaged in the marketplace of ideas.
- Understand, value, and engage in constructive social and civil activities and service.

The Classroom Environment

Luke 2:40-52

- I. **The *Students* we seek:** Luke 2:40
 - A. “Strong in Spirit”- open to the message of Christianity.
 - B. “Filled (or seeking) wisdom”- yearning to learn.
 - C. “Grace of God was upon them”- be Spirit-led and grow in grace and knowledge.

- II. **The *Classroom Environment* we seek:** Luke 2:46
 - A. “Sitting among them”- student/teacher interaction.
 - B. “Listening”- classroom discipline, free from distractions.
 - C. “Asking questions”- encourage questions and dialogue. See Blooms taxonomy.

- III. **The *Results* we seek:** Luke 2:52
 - A. “Increase in wisdom”- academic growth.
 - B. “Increase in stature”- physical growth.
 - C. “Favor with God”- spiritual growth.
 - D. “Favor with man”- social growth.

General Information

*“Study to show thyself approved unto God, a
workman that needeth not to be ashamed,
rightly dividing the word of truth.”*

2 Timothy 2:15

Accounting Office

The Maranatha Christian Academy [MCA] school office handles **all** accounting needs for K-12 grades. Please direct **all accounting** questions to that office at **714-556-0965**. All tuition payments should be mailed or delivered to the school accounting in the MCA school office (Rm. M100). Tuition checks for K-12 may be made payable to "MCA."

Attendance

Absences

We take our responsibility for your child's welfare and whereabouts seriously. Roll is taken by every teacher, every period. Regular attendance in all classes is one of the greatest contributing factors to success in school. Please keep this in mind and **whenever possible** schedule all outside activities **after** the regular school hours. Although we are a private school, we are subject to inspections and must follow the guidelines set by the State of California in regards to attendance.

Absences are defined by three categories:

I. Excused Absences [Including partial day absences]

Any unplanned absence due to personal illness or other physical disablement, funerals, illness in immediate family, medical, dental, optometric appointments, legal/court appearance or personal emergency (verified in writing by parent/guardian) is defined as "Excused." Students are required to make up any work missed due to an excused absence. For every day of an excused absence a student has one day to make up school work missed. **If the note from the parent does not state the reason for the absence, the absence will be "unexcused."**

II. Unexcused Absences [Including partial day absences]

Any absence due to an activity without a participating parent, such as trips, personal business, beach days, etc., is defined as "Unexcused." This will include leaving for athletic events or music events in which the student is not a participant. Any absence not specifically excused by the school will be considered unexcused. School work, assignments and/or tests missed due to an "Unexcused Absence" (day or period) **CANNOT BE MADE UP.**

Students with absences (excused or unexcused or for suspensions) for 10 full days or more cumulative in each semester, will not be allowed to make up work for any absences after 10 days.

Teachers will be utilizing a point system for portion of grade. Any days missed or tardies will result in loss of points.

III. Extended Absences [Planned]

Any absence that is planned (trips, personal business, etc.) or other event that will keep the student out of school for an extended period of time is considered an extended absence. Work needs to be completed in advance for all planned absences, unless other arrangements are made with the teacher. The student will present an "Extended Absence Contract" to each teacher. This is a contract between the student's teachers and the student for work required to be done during the absence. The teacher will write an assignment for each day of absence, sign the contract, and return it to the student. When the contract is signed by the parent, student and teachers, the student will return the contract to the CCHS receptionist **prior** to leaving on the extended absence. One copy goes to the student and one copy goes in the student's file. ***It is also imperative that the parent notify administration regarding any extended absence.***

Closed Campus Policy

CCHS is a closed campus. This means that all students are required to remain on campus until the end of their school day. Any student leaving campus for any reason must first be signed out at the Attendance Office by a parent or legal guardian **without exception**.

Off-campus lunch arrangements should be kept to a minimum and **only Seniors** are allowed to leave campus for lunch, when not accompanied by a parent or teacher.

1. Any student leaving campus during the school day **must be signed out** in the CCHS Attendance office (except Seniors leaving for lunch).
2. Any student leaving campus without a parent must follow the procedure below:
 - a) The student must bring a note explaining the valid reason for leaving (i.e., medical appointment, family emergency, etc.) to the CCHS Attendance Office.
 - b) The **parent must call** the CCHS Attendance Office before 11:00 A.M. if the parent does not send a note.
3. Any student leaving the campus with an adult other than his/her parent/guardian must follow the procedure below:
 - a) The student must bring written permission from his/her parent authorizing this situation.
 - b) The parent must call the CCHS attendance office before 11:00 AM to verify the note.
 - c) No student will be allowed to leave campus during school hours with another adult without the proper written/verbal parental consent.
4. When parents are out of town, it is imperative that the CCHS office is notified in advance and proper authorization is given for release to any other adult. No student will be allowed to leave campus during school hours with another adult without the proper written/verbal parental consent. **The administration reserves the right to refuse to permit a student to leave campus if the conditions outlined above have not been met.**
5. The student must get a Readmit Slip from the CCHS Attendance office before school the next day when any part of a school day has been missed.
6. Seniors, and only Seniors, may leave campus for lunch without obtaining a Readmit from attendance. **Seniors are not allowed to take underclassmen off campus for lunch. Three violations of the Closed Campus Policy will result in the revocation of Senior off campus lunch privileges.**
7. **Students are not allowed in the parking lot once school has begun until after their last class of the day, at which time they are required to leave the school premises. No one is allowed to go to the parking lot between classes, or at break or lunch.**

Excessive Absence Policy

Regular attendance at school is crucial for a student's progress and education. Excessive absences are detrimental to students and inconvenient for teachers. If a student is excessively absent we have to question their desire to be a part of Calvary Chapel High School. Excessive absence will affect a student's grade, and could ultimately be considered grounds for dismissal. An administrative conference will be scheduled to discuss this if necessary.

Students with excused or unexcused absences, including suspensions, for more than 10 days cumulative in each semester will not be allowed to make up work for any absences after the ten days (See *Absences*).

CCHS is aware and considerate of the fact that situations may arise in which a student is excessively absent for reasons beyond their control. In these cases, CCHS will make every effort to work with the family to act in the best interest of the student.

Readmit Procedures

There are periods of time when it is not clear if the student has missed school for a valid reason or not. It is important that the parents help support the school in clearing up these absences. Please follow the procedures outlined here when the student returns to school after an absence. Students must have a note from their parents for any absences. Please support the school in the writing of these notes.

1. Upon return, a student must bring a written note from his/her parent stating the reason for the absence, date, student's name and grade. The note should be submitted to the CCHS attendance window at least 15 minutes before school begins. **A note will not be given to excuse tardiness after 7:45 AM.**
2. If a student returns to school without a note from his parent, the student has 24 hours to clear the absence.
3. Student will enact the Steps of Discipline if a note is not presented on the day of return (See Steps of Discipline Section).

Sign-Out

One of the attendance guidelines of the State of California is the necessity to for parents to sign out your children in and out to the school office when you take them out during school hours, i.e., for lunch or doctor's appointments, etc. When picking up your student for any reason during school hours, please come to the attendance window. Attendance will phone the student's classroom and your student will be sent to attendance. Students may not leave campus without being released through the attendance office.

Tardiness

The bell schedule allows for a 5 minute passing period between classes. All students are expected to be in class and seated at the time the bell rings for the start of class. **A student is considered "tardy" if he is not seated at the time the bell rings.**

1. If a student is tardy, he should go directly to class. The main office **does not** handle tardies. All tardies are marked in the roll book by the teacher and are considered "Unexcused."
2. Tardies are cumulative as a whole (not for each individual class) and will be tracked by Attendance (See *Tracking of Tardies* below).
3. If a student is detained by a school staff member, he will be given a Hall Pass indicating the reason for detainment and the time that the staff member released the student to return to class.
4. If a student is more than 15 minutes late to class, he is considered absent and must get a Readmit from the attendance office. If the student has no note, the attendance office will mark the Readmit "Truant" (See *Steps of Discipline for Truancy*).
5. We are a commuter school; therefore we understand that traffic delays **occasionally** occur. Please send a note with your student about traffic delays. Otherwise, the student must accept the "tardy." If this appears to be a recurring situation, five (5) or more times, transportation problems should be carefully examined and perhaps changed.

Tracking of Tardies

Tardies are cumulative for the year and will be tracked by Attendance with Administrative reprisals for accumulation of excessive tardies as follows:

1. Ten (10) tardies:
Parent notified by mail
2. Fifteen (15) tardies:
Office Referral and parent notified by mail
3. Twenty (20) tardies:
Saturday Detention and parent notified by mail
4. Twenty-five (25) tardies:
Saturday Detention with parent conference
5. Thirty (30) tardies:
Student Reviewed for Suspension with parent conference
6. Thirty-five (35) tardies:
Possible expulsion with parent conference

Truancy

Truancy is defined as an unexcused absence for either one period or the entire school day. A student who leaves campus during the day without signing out through the CCHS Attendance office is considered "Truant."

Being off-campus without permission is also considered truancy. School work, assignments, and/or tests missed due to truancy (day or period) CANNOT BE MADE UP. Truancy consequences are discussed in the *Discipline* section.

Cellular Phones and Pagers

If a cell phone or pager is used or visible from 7:50 a.m. – 3:00 p.m., they will be confiscated and turned into the office.

First Offense: Office Referral – phone will be returned to student after school and infraction logged with administration.

Second Offense: Saturday Detention – phone will be returned to parents only.

Third Offense: Saturday Detention – phone will be returned to parents only and a parent conference will be scheduled.

Fourth Offense: Suspension with parent conference.

If a student needs to make a call, they may come to the school office and if it is deemed necessary will be allowed to do so using an office phone. If parents need to contact their student, please call the office and the staff will deliver the message.

Discipline

"Listen to counsel and accept discipline, that you may be wise the rest of your days."

PROVERBS 19:20

The Scriptures exhort us to discipline our children because of our great love for them. This philosophy should be a hallmark of a Christian education. One of the most important lessons to be learned is the proper response to authority. To accomplish this task, we set discipline guidelines that are enforced consistently, fairly, and lovingly. Listed below are the guidelines for dealing with major problems and day-to-day classroom situations. The administration reserves the right to handle each individual discipline situation uniquely as the Lord should lead, as well as individual situations which may fall outside the guidelines of this handbook. All disciplinary decisions will be made prayerfully.

Major Infractions

The following discipline problems will be immediately referred to the administration.

1. Brandishing or possession of a weapon
2. Drug or alcohol involvement or possession (immediate expulsion)**
3. Fighting or physical harassment
4. Forged notes
5. Profanity (verbal or written)
6. Sexual misconduct (immediate expulsion)**
7. Smoking or possession of tobacco
8. Stealing/Plagiarism (immediate expulsion)**
9. Vandalism
10. Any illegal activity
11. Extreme insubordination or disrespect*

*If a student is warned by a teacher to stop disturbing the class and the student persists, this will be deemed as disrespect and the student will be given an office referral.

**The school has a zero tolerance policy on drugs, alcohol, theft and sexual misconduct.

The infractions listed above include before and after school hours, on and off campus and will result in **immediate suspension or expulsion**. These consequences will be applied at the discretion of the school administrators. Choosing to allow these behaviors in your life is to choose to attend school elsewhere.

1. Definitions of Discipline - Description of the *Steps of Discipline* at CCHS.

Verbal Warning

One verbal warning will be given by teachers and recorded on the teacher's discipline sheet.

Parent Contact Form

On the next incident after a warning has been issued, a parent contact form will be sent home with the student for parent signature and must be returned the next class day. **The teacher will also try to call the parents to notify them.** The infraction will be recorded for administrative review.

Office Referral

Once a Parent Contact form has been issued, any further infractions by the student will be sent to the office on referral and the parent contacted with regard to the behavior. The infraction will be logged for future administrative review.

An Office Referral will begin administrative action and can result in the following:

Saturday Detention

Saturday detentions will be a three hour session with a fee of \$15 **paid in cash** to the detention supervisor.

1. Can be issued at administrative discretion.
2. Will be issued as the next step after the Office Referral.

Parent Conference with Saturday Detention

Continued infractions will result in a second Saturday Detention and a Parent/Administrator Conference.

Suspension

This may be as short as three days or an indefinite length, with parent notification (students and parents may have to sign an agreement that states that if their student is suspended due to an office referral, the next office referral may result in an expulsion, as decided by administration).

Expulsion

Student asked or forced to leave the school. Students may be eligible to reapply for a period of one year.

2. Classroom Expectations

Classroom Infractions

The following are some of the classroom infractions that would result in immediate verbal warnings and set in motion the Steps of Discipline as listed above:

1. Disrespect of any kind
2. Class disturbance (talking, not working, failure to bring materials etc.)
3. Throwing or shooting items (rubber bands, paper clips, pencils, etc.)
4. Horseplay (rowdiness, clowning, etc.)
5. Infringement on the rights of others
6. Chewing gum. (**NO GUM ALLOWED ON CAMPUS**)

NOTICE: Warnings ARE cumulative. Saturday Detentions and Office Referrals ARE cumulative.

Classroom Steps of Discipline

STEP 1 Verbal warning Cumulative

STEP 2 Parent Notification Form Cumulative

STEP 3 Office Referral Cumulative

(An Office Referral sets in motion the Administrative Steps of Discipline)

3. Administrative Discipline

STEP 1 Office Referral, parent contact, infraction logged for future administrative review

STEP 2 Saturday Detention, with parent contact

STEP 3 Saturday Detention, with parent contact

STEP 4 Suspension, with parent conference

STEP 5 Expulsion, with parent meeting

Truant

Truancy is defined as an unexcused absence for either one period or the entire school day. A student who leaves campus during the day without signing out through the CCHS Attendance office is considered "Truant." Being off-campus without permission is also considered truancy. School work, assignments, and/or tests missed due to truancy (day or period) **CANNOT BE MADE UP.**

Consequences will be applied at the discretion of the school administrators. Depending on the nature of the truancy and/or frequency, the administration can either apply the Steps of Discipline or may elect to suspend the student.

4. Cheating

Cheating is defined as:

- Looking at another student's test or quiz paper.
- Using a "cheat sheet."
- Complicity in cheating.
- Any form of communication during a test or quiz.
- Stealing a test or the distribution of a stolen test.
- A student doing another student's homework, project or paper.
- **Plagiarism – defined as the theft and use of another person's ideas or writings as one's own, with or without the knowledge of the other person. This includes not properly citing sources in a written work.**

Consequences:

First Offense:

1. F on quiz, test, or paper (**scored as a zero**).
2. Telephone contact with parents by the administration of all students involved
3. Office referral to Administration.

Second Offense:

1. F on quiz or test (**scored as a zero**).
2. Parent conference.
3. Letter in permanent school records.
4. Suspension from school.

Third Offense

Expulsion.

5. Disciplinary Probation

It is our desire that every student remain at Calvary Chapel High School; however, we will not tolerate students who continually disrupt the school's academic or spiritual program. A student can therefore be placed on probationary status for disciplinary reasons. Disciplinary probation will extend from the time probation is awarded through the end of the school year. In some cases when a student is put on probation in their last semester, probation can be carried through the entire upcoming school year.

6. Expulsion/Forced Withdrawal

Any student expelled or forced to withdraw may not be able to re-apply for **one full** school year, at the discretion of the administration. The following are contingent for re-entry:

- a. Behavior during this one year period.
- b. Recommendation from High School Pastor.
- c. Satisfactory grades during this 1 year period.

- d. Recommendation from High School Discipline Committee (the Principal and Vice-Principal are in charge of discipline).

7. Social Conduct

"All things are lawful, but not all things are profitable. All things are lawful, but not all things edify. Let no one seek his own good, but that of his neighbor."

I CORINTHIANS 10:23-24

In this passage the Apostle Paul is exhorting believers not to abuse their liberty in Christ. We are to behave in a manner that would not cause another believer to stumble, or hinder the influence of Jesus in the life of the unbeliever, even though the believer's actions may be innocent. All students are expected to abide by Biblical standards of conduct, off campus as well as on campus. Respect and love of others should be a pervasive theme guiding all student interactions. Students should address faculty and staff politely, courteously and respectfully in a spirit of friendliness and in an atmosphere of cooperation. Students are reminded that the same courtesy extended to faculty and staff should be extended to fellow students.

As dating relationships develop between high school students, a special sensitivity must be developed by a couple concerning the welfare of their personal relationship with the Lord. There is nothing inherently wrong with holding hands, hugging, etc., however one must be conscious of the appropriateness of such behavior on the school campus and its impact on oneself and others, such as the younger students on campus.

Any inappropriate social conduct will result in the following:

Interpersonal relationships should be above reproach and should draw people closer to God, not cause them to stumble and fall away from Him. Each student should be personally responsible for the integrity of his/her relationships and any outward display of affection. The staff and administration at the school will deal with inappropriate behavior on an individual basis.

1st Offense	A warning will be issued and logged for future administrative review.
2nd Offense	Will result in an Office Referral and parents will be notified.
3rd Offense	Will result in a Saturday Detention and parent contact.
4th Offense	Will result in Saturday Detention along with a parent contact.
5th Offense	Will result in Suspension with parent conference.
6th Offense	May result in Expulsion with parent meeting.

Dress Code

"Do not let your adornment be [merely] outward--arranging the hair, wearing gold, or putting on [fine] apparel-- rather [let it be] the hidden person of the heart, with the incorruptible [beauty] of a gentle and quiet spirit, which is very precious in the sight of God."

1 Peter 3:3

Dress Code Parameters

All students will dress in the contracted school uniform for Calvary Chapel High School as listed:

1. When in attendance during the regular school day which begins "0" Period 7:00 A.M. through 3:30 P.M.
2. Girls will wear the contracted uniform for girls and boys the contracted uniform for boys (**No Dickies or Dockers will be allowed**).
3. **Alterations** will be permitted with **administrative approval ONLY**.
4. Acceptable outerwear will include purchases from True Grits, the clothing company contracted with CCHS, Calvary Chapel High School letterman jackets, letterman sweaters, zip up jackets or sweatshirts and fleece or cotton pullover sweatshirts or sweaters.
Reminder: True Grit's shirts are required underneath any outwear option – NO EXCEPTIONS! The bottom line: True Grits on top & True Grits on the bottom.
5. **NO BLANKETS WILL BE ALLOWED.**
6. A short-sleeved or long-sleeved undershirt with plain sleeves may be worn **UNDERNEATH** the contracted uniform.
7. Hats, beanies or bandanas are not allowed to be worn in the classroom or Chapel at any time. Hats may be worn outside before or after school and at lunch. **NOTE: REMOVE ALL HATS, BEANIES OR BANDANAS WHEN ENTERING ANY ROOM (Including Chapel).**
8. No sweats, jeans, pajama bottoms or jogging warm-ups will be worn.
9. You are not required to tuck your shirts in. However, if you tuck your shirt in, a belt must be worn.
10. All students must wear shoes or flip-flops. You may wear any style that you prefer. However, no bedroom slippers will be allowed.
11. No earrings on boys.
12. No visible body piercing (other than earrings on the ears of girls).
13. No visible tattoos.
14. All students will stay in uniform during any and all field trips.
15. Lycra shorts or opaque tights should be worn underneath the uniform skirt.
16. True Grits offers 100% cotton shirts and pants for those who can only wear cotton.
17. **AFTER SCHOOL HOURS STUDENTS WHO ARE ON CAMPUS NOT IN UNIFORM ARE EXPECTED TO DRESS MODESTLY.**
 - a. **NO "T" shirts, jackets, etc., that advertise secular rock groups, alcohol, drugs, sex or offensive material.**
 - b. **NO Mohawks, Mohawk pony-tails and/or painted hair or skin heads.**
 - c. **NO Skin tight clothing.**
 - d. **NO Underwear showing on male or female students.**
 - e. **NO Fishnet stockings.**

Dress Code Violation Disciplinary Actions

- 1st Offense** - Warning given to student. Student must fix violation immediately if possible. If violation is not readily fixed, student will be given a Dress Code Violation, and will be sent home immediately.
- 2nd Offense** - Will result in an **Office Referral** and will be sent home immediately.
- 3rd Offense** - Will result in a **Saturday Detention with parent contact.**
- 4th Offense** - Will result in a **Saturday Detention with parent contact.**
- 5th Offense** - Will result in **Suspension with parent conference.**
- 6th Offense** - May result in **Expulsion with parent meeting.**

Eighteen Year Old Students

Students who have reached eighteen years of age must abide by the rules under which they were accepted, namely that they live under the supervision of parents or legal guardians. Eighteen-year-old students are NOT allowed to sign themselves out or sign any note that may be required of a parent or guardian.

Emergency and Health Procedures

The Nurse's Office offers immediate first-aid to all injured or ill students. The nurse is available every day during school hours. The number is **714-662-7485**. Ask for the Nurse's Office.

1. If a student is **injured on campus during school hours**, the student should report this injury to a teacher or administrator immediately to be sent to the school Nurse's Office. They should not go to the High School Office, except if injured after school hours.
2. If a student becomes ill during school hours, the student should request a hall pass from his/her teacher to the Nurse's Office. The **school nurse** will contact a parent when necessary. If a student is advised to leave campus, the parent will be contacted and the student **must** sign out on the Sign-Out Sheet in the Attendance Office. In the event that the student leaves campus due to illness without first signing out the student will be considered "**truant**."
3. All medications are to be taken to the Nurse's Office prior to first period. **Students are not permitted to keep any prescribed or over-the-counter medications in their possession.**
4. Girls should keep feminine supplies in their purses or lockers. The Nurse's Office has supplies only for emergencies.

Extra Curricular Activities

Calvary Chapel High School students are eligible to participate in all extra curricular activities as long as the student is in good standing. Administration will determine if a student is eligible to participate in the event.

CCHS students may invite a guest to any ASB sponsored event under the following rules:

- The guest completes and returns, to the High School Office, a Guest Form, to include a signature from their High School administration at least ten (10) days prior to the event.
- The guest must follow all the rules that any CCHS student must follow.
- Guests of students are expected to be dressed appropriately at any school event or activity (see Dress Code Guidelines).
- **Freshmen** (9th graders), are not allowed to attend the Junior/Senior Formal.

Financial Aid

Financial aid is available to parents who find themselves in a situation of temporary hardship. Parents desiring financial aid must apply on a monthly basis. All questions regarding financial aid should be directed to the school Accounting Office 714-556-0965.

Food Service

The students may bring their lunches from home or buy lunch from the CCHS kitchen. Refreshments and snacks may be purchased at the vending machines. The office does not lend money for student lunches. **ONLY SENIORS** are permitted to leave campus for lunch.

ID/ASB Cards

All high school students must purchase an ASB Card and must have this card in their possession whenever they are on campus. Students will purchase this card for \$80.00 on Schedule Day. The Activities fee will entitle the student to the following:

- Free entry into all league home sporting events and discounts at away games
- Participation to various activities such as Homecoming, Winter Formal and Sadie Hawkins

- One “EAGLE’S WING ” T-Shirt
- One monthly school planner (if a student loses their planner, they may purchase another for \$5.00 in the CCHS Office)

Lock & Lockers

It is the right and the responsibility of CCHS to maintain a safe and secure environment; therefore periodic and unannounced locker and campus inspections may be conducted. The campus (lockers, classrooms, student backpacks, parking lot and cars) may be searched for contraband items such as alcohol, illegal substances, drugs and weapons.

1. Each student is assigned a locker. Students who take P.E. will have both a hall locker and a P.E. locker.
2. Only locks distributed through the school may be used. Locks are sold for \$5.00 each. Students will be refunded \$3.00 per lock at the end of the school year; **if they return the locks**. Any other locks will be cut off the locker.
3. Students may not change lockers with another student and should not use another student's locker without the permission of the Office. Students are strongly urged **NOT** to share their lockers or locker combinations with other students.
4. Any item found in a locker is considered the property of the student to whom the locker is assigned.
5. Any damage or vandalism to a locker is the responsibility of the student whom the locker is assigned. Abuse of lockers will result in the loss of locker privileges and a fine to cover the cost of the damage as well as possible disciplinary action.
6. Lockers **must** be emptied within 3 days after the last day of school. All lockers are then cleaned out and any items that are left are discarded.

Lost and Found Procedures

All misplaced or lost personal belongings that have been left outside or on top of lockers will be stored for two weeks. Small items such as jewelry and money will be kept in the CCHS Office. Once a month, unclaimed items will be given to the Inner City Ministry for distribution to the poor. Students should make every effort to reclaim belongings as soon as possible (please refer to "Textbooks" in this section of the Handbook).

Married Students

Students who are married will not be accepted into Calvary Chapel High School. Those students who marry during High School will be asked to withdraw from CCHS.

Mission Trips

Calvary Chapel High School encourages eligible students to attend church sanctioned mission trips. It is required that students be in good academic standing and have approval from the administration and the high school pastors.

Office Hours

The Calvary Chapel High School Office business hours are from 7:30 A.M. to 4:00 P.M., Monday through Friday. Summer hours are from 9:00 AM to 3:00 PM, Monday through Friday. The Office phone number is **714-662-7485**.

On-Campus Visitors

Student visitors to campus must be approved by administration **the week prior to the visit**. Under no conditions will a visitor be allowed on campus if the visitor's school is in session since this would mean the visitor is truant from their own school. The procedure to have an on-campus visitor is as follows:

1. The CCHS student must be in good academic standing in order to be allowed a campus visitor.
2. The CCHS student must pick up a medical authorization form for the visitor's parents to fill out. This is needed in the case of an emergency on campus.
3. The CCHS student must have a written note from his/her parent giving permission to spend time with the visitor. The Visitor Request form must be completed and turned into the HS office the week prior to the visit.
4. On the day of visitation, the visitor and the CCHS student must go to the CCHS office before school begins and check in with the receptionist. The receptionist will request the following:
 - a) The parental note from our student.
 - b) The medical authorization form from the visitor.
5. **GUESTS OF THE STUDENTS ARE EXPECTED TO BE DRESSED APPROPRIATELY ON CAMPUS AND AT ANY OTHER SCHOOL EVENT OR ACTIVITY (see Dress Code).**
6. A "Visitor Pass" will be given to the visitor. It should be carried with the student for the entire time he/she is on campus. The visitor must stay with the host student for the entire school day. **The administration reserves the right to refuse a student permission to be on campus as a visitor.**

Photo Usage

Throughout the year, your student's picture may be taken at various events or locations (such as lunch time, Pep Rallys, camps, games, etc.) and used in our school brochure, on our website, yearbook or various school-related literature. Your signature on the agreement in this handbook will be authorization for CCHS to use these photos.

School Hours

Classes begin daily at 7:50 A.M. and normally end at 3:00 P.M. Students are discouraged from being on the school grounds prior to 7:30 A.M., unless enrolled in a 0 period class that begins at 7:00 A.M. or lingering after 3:30 P.M., unless they are involved in school-related activities or if family members are involved in Daycare.

Skateboards

To ensure the safety of students and staff members the use of skateboards, roller blades or skates are not permitted at any time on Church/School grounds.

Spirit Week and Special Events

Spirit week will be the week of October 3rd through the 7th culminating with the Homecoming Game at Westminster High School on Saturday, October 8th. There will be lunch time activities and dress up days all week. Students that choose not to participate in the dress up days are expected to be in their school uniform. Students may also participate in Homecoming, Winter Formal, Sadie Hawkins, and Junior/Senior Formal. Freshmen are not allowed to attend the Junior/Senior Formal; Sophomores may attend if escorted by a Junior or Senior.

Student Property

Calvary Chapel High School is not responsible for lost or stolen articles. Students bring items to school at their own risk. Students should use their lockers and keep them locked. Many times students who complain of lost or stolen items are those who have failed to lock their belongings in their lockers. Any

personal items or textbooks left lying around the campus are at risk of being stolen. Please guard your things carefully and wisely.

Telephone Use

The telephones in the office and classrooms are for exclusive use of the teachers and staff of Calvary Chapel Schools. Student phone calls should be placed at the pay phones located next to the gym.

In case of an emergency, parents may call the school office and leave a message, which will be delivered to the student. Messages will only be delivered to students prior to 2:00 P.M. **Please do not tie up the office staff with non-essential calls! Only urgent messages** will be passed on to the student.

If you wish to contact a teacher, please call the school office and leave a message. The teacher will return the phone call as soon as it is possible. Phone calls will **not** be transferred into classrooms during class time!

Textbooks & Supplies

Textbook purchase and resale will be handled through *Jubilee Books*. After purchasing textbooks, students should:

- Put their names inside the front cover and on the page edges in black felt pen.
- If a student drops a class, *Jubilee Books* may refund 50% or less on that text.
- Lost or stolen books must be replaced as soon as possible (they can be purchased from *Jubilee Books*).
- Students are required to bring their own paper, notebooks, pencils, etc., to class each day.
- Students are required to bring their own Bibles to Chapel.

Transportation

Bus

CCHS does not provide a bus system for the students. We will provide bus transportation for most field trips and athletic events, however there is no scheduled bus transportation to and from school. The riding of the bus is a privilege and may be revoked for violation of the rules or for conduct which is detrimental to the safe operation of the bus. The driver is in full charge of the bus and the students.

Carpool

Carpool information is available at the MCA office.

For the safety of all persons on campus, carpool drop-offs and pick-ups must be executed from the designated carpool lane.

Student Parking

Student parking is a privilege and is contingent upon following the rules for parking as stated below. Calvary Chapel High School reserves the right to revoke parking privileges at any time during the year for violations of parking guidelines.

The following guidelines have been set up for the safety of all the students who attend school at Calvary Chapel.

1. The speed limit in the parking lot is **5 MPH**.
2. Parking for high school students is located on the MacArthur side of the High School building. No parking will be permitted in the first row of parking spots along the High School building. These areas are reserved for faculty, pastors and visitor parking. Seniors are to park in the designated Senior parking area.

3. Any auto-related abuse such as spinning of wheels, squealing tires, speeding or any form of reckless driving, taking other students for a ride without permission during school hours, etc., may result in the loss of the privilege to drive to CCHS, as well as disciplinary action.
4. Students are to be seated in the vehicle while in motion. At no time are students allowed to ride outside the car.
5. Please lock your cars. **The school is not responsible for items stolen from student cars.**
6. All students parking on campus will be required to purchase a parking permit.

Music Players

Music players of ANY kind are **NOT ALLOWED** to be used on campus during school hours! Such items may be confiscated at the discretion of any staff member.

Withdrawal Procedure

The office cannot give files to the student or to the parents. Files must be sent from Calvary Chapel High School to the new school and must be requested in writing. The transfer request form to have a student file sent to the new school must be completed by the parent.

Yearbooks

The cost of the yearbook is included in the registration fee and will be distributed at the end of the school year.

Spiritual Life

*“And thou shalt love the Lord thy God
with all thy soul...”*

Deuteronomy 6:5

SPIRITUAL LIFE

"That I may know him, and the power of his resurrection, and the fellowship of his sufferings, being made conformable unto his death."

Philippians 3:10

SPIRITUAL REQUIREMENTS FOR ATTENDANCE AT CALVARY CHAPEL SCHOOLS

Each student at Calvary Chapel High School needs to have a desire to walk with the Lord and grow closer to Him, and is required to attend church regularly. Students agree that if this is no longer their desire, they will resign their position in the school.

Students should expect to get "Spiritual Checkups" periodically where the staff or pastor will ask about their walk with God.

Chapel

The **spiritual aspect** of the student's education is our **highest priority**. To help minister to our students, we will hold Chapel each Monday between first and second period (if Monday is a holiday, Chapel is held on Tuesday). The High School pastors will coordinate Chapels.

Community Service

Students will be required to participate in community service that will be administered by their Bible teacher. A minimum of 20 hours per semester is required.

Discipleship Groups

Calvary Chapel High School Ministry has various discipleship groups that are available. Please see the pastors in the high school ministry office to get involved.

High School Ministry Office

Michael Smith is the High School Pastor and has a staff of counselors to pray with students. They are here to minister to the students. We encourage the students to seek out and use the High School Ministry office staff.

Ministry Opportunity

Students will have several opportunities to serve and witness during school hours. Past projects have included Samaritan's Purse outreach, European mission trips, Mexico Outreach, etc. We highly encourage all students to participate in a ministry opportunity during the school year.

Pastors

Pastors are on campus throughout the school day. They are available for counseling whenever needed. These pastors also feel a deep responsibility to the family as a unit and are available for family counseling.

Statement of Faith

Calvary Chapel has been formed as a fellowship of believers in the lordship of Jesus Christ. Our supreme desire is to know Christ and to be conformed into His image by the power of the Holy Spirit. We are not a denominational church, nor are we opposed to denominations as such, only their overemphasis of the doctrinal differences that have led to the division of the Body of Christ.

We believe that the only true basis of Christian fellowship is Christ's agape love, which is greater than any differences we possess and without which we have no right to claim ourselves Christians.

We believe the worship of God should be spiritual; therefore, we remain flexible and yielded to the leading of the Holy Spirit to direct our worship.

We believe the worship of God should be inspirational; therefore, we give a great place to music in our worship.

We believe the worship of God should be intelligent; therefore, church services are designed with great emphasis upon teaching the Word of God that He might instruct us.

We believe the worship of God should be fruitful. Therefore, we look for His love in our lives as the supreme manifestation that we have truly been worshipping Him.

We believe in all the basic doctrines of historic Christianity.

We believe in the inerrancy of Scripture, that the Bible, both Old and New Testaments, is the inspired and infallible Word of God.

We believe that God is eternally existent in three distinct persons: Father, Son and Holy Spirit.

We believe that God is the personal, transcendent and sovereign Creator of all things.

We believe that Jesus Christ is fully God and fully human, that He was born of a virgin, lived a sinless life, provided for the atonement of our sins by His substitutionary death on the cross, was bodily raised from the dead, ascended to the right hand of the Father and ever lives to make intercession for us.

We believe in the personal, visible and pre-millennial second coming of Jesus Christ to the earth. He will return with His saints and set up a kingdom of which there will be no end.

We believe that after Jesus ascended to Heaven, He poured out His Holy Spirit on the believers in Jerusalem, enabling them to fulfill His command to preach the gospel to the entire world, an obligation shared by all believers today.

We believe that all people are, by nature, separated from God and are responsible for their own sin, but that salvation, redemption and forgiveness are freely offered to all by the grace of our Lord Jesus Christ. When a person repents of sin and accepts Jesus Christ as personal Savior and Lord, trusting Him to save, that person is immediately born again and sealed by the Holy Spirit. All his/her sins are forgiven, and that person becomes a child of God, destined to spend eternity with the Lord.

We believe in the gifts of the Holy Spirit mentioned in the Scriptures, and that they are valid for today if they are exercised within scriptural guidelines. We as believers are to covet the best gifts, seeking to exercise them in love so that the whole Body of Christ might be edified. We believe that love is more important than the most spectacular gifts, and without this love all exercise of spiritual gifts is worthless.

While Calvary Chapel Schools hold to these beliefs, we welcome any believer in the Lord Jesus Christ who has a sincere desire to grow closer to Jesus. Our desire is to share in the fellowship of Christ in a way that brings glory to God, avoiding division and to share in His Agape love.

Academic Life

*“And thou shalt love the Lord thy God
with all thy...mind.”*

Deuteronomy 6:5

ACADEMICS

"And do not be conformed to this world, but be transformed by the renewing of your mind, that you may prove what [is] that good and acceptable and perfect will of God."

Romans 12:2

Academic Awards

Awards are given at the end of the school year for students who have excelled academically in a subject area. Recommendations for the awards are given by the teachers.

Honor Roll

Those who qualify at the semester with an academic GPA of a 3.5 or higher receive a certificate of recognition and an Honor Card which entitles them to three snacks and one lunch.

Principal's Award

Students who achieve an academic GPA of 3.75 or higher at the semester will receive a certificate of recognition and a Principal's Award pin.

Academic Guidance

The function of our academic counselors is to provide each student with the appropriate information and guidance toward graduation, career, or college entrance goals. Each student's record is reviewed to ensure that the proper progress is made toward graduation. During the course of the year, the Guidance Office provides information to the students and parents concerning the PSAT exam, SAT test dates, University of California, California State and private university application deadlines and qualifications, scholarships, financial aid and college fair information.

National Christian College Fair for students and parents of college-bound students will be held on **Saturday, October 15, 2005**, from 10:00 A.M. to 1:00 P.M. in the gym. Admission professionals from nearly 50 Christian colleges and universities, seminars on financial aid and scholarships, as well as college displays and planning material will be available.

PSAT is Saturday, October 16, 2004 from 8:00 AM to 12:00 PM. We strongly recommend that **EVERY** Junior take this test. We believe that exposure to standardized tests will benefit our students and help prepare them for the College Board SAT's.

Seniors applying for admission to University of California Schools must have their application postmarked no later than **November 30, 2005**. Seniors interested in going to the University of California should consider taking the SAT test as soon as possible in the fall.

Listed below are some important test dates for the college-bound student. Any questions should be directed to the Guidance Office.

Scholastic Aptitude Tests (SAT I and SAT II) - These exams are required by almost every college and university. Listed below are the dates the exams are offered this year. Applications and information on testing sites and registration deadlines can be picked up in the Guidance Office.

October 8, **November 5**, December 3, January 28, April 1, **May 6**, June 3
(November 5 and May 6 are at CCHS - **April 1 is SAT I** only. All others SAT I & II)

American College Testing (ACT) – This exam is being used by some colleges and universities as an alternative to the SAT, or in addition to it. Information and registration deadlines can be picked up in the Guidance Office.

September 24, October 22, December 10, February 11, April 8, June 10

Preliminary Scholastic Aptitude Test (PSAT) - This exam is provided by the Guidance Office at CCHS for 9th, 10th and 11th grade students. This year the test will be administered on **Saturday, October 15, 2005 at 8:00 a.m.** The test provides an evaluation of the strengths and weaknesses of the math and verbal skills required on the SAT. If the student takes this exam his/her Junior year, he may qualify for a National Merit Scholarship.

Advanced Placement Test (AP) - these will be scheduled in May.

Academic Probation

It is our desire that every student remain at Calvary Chapel High School. However, students who do not apply themselves in the classroom may be placed on probationary status for academic reasons. The probationary period is evaluated twice each year: at the end of the fall and the spring semesters.

A student will be placed on academic probation for one semester if their grade point average (GPA) falls below a 2.0*. The student must maintain above a 2.0 GPA for each progress report while on probation. If the probationary student's GPA for a progress report is below a 2.0 or has not elevated their overall GPA to a 2.0 or above by the conclusion of the probationary semester, he will be asked to withdraw from school. If at the end of the probationary semester the student achieves an overall GPA of a 2.0 or above, he will be removed from academic probation. A student placed on academic probation status twice within two years may be asked to withdraw.

*A student's GPA is calculated from all classes except Campus Service and P.E./Athletics.

AP courses are available for students who wish to receive college credit. An AP test is given at the end of the course. There are specified dates and fees for the tests with no make-up dates available. If a student chooses to exempt themselves from the exam, accelerated GPA will not be given for the course.

Basic Classroom Expectations

All teachers pass out classroom rules at the beginning of each school year or semester. Parents and students should read classroom rules very carefully before signing them. Students will be held responsible for the content of those classroom expectations and regulations throughout the school year. The following guidelines will be adhered to on campus and in classrooms:

1. Respect of individual persons and their property.
2. Respect for those in authority.
3. Respect for the learning environment and students' right to learn without distractions.
4. Respect for students' right within the learning process to express themselves without ridicule.

Class Schedule Changes

Schedule changes, for **academic reasons** only, may be made without penalty up to **two weeks** after a semester has begun. In order to change a class:

1. Student must fill out a "Change of Schedule" form which can be picked up in the Guidance Office. **No class changes will be made without the written consent of the student's parents.** The Guidance Office will review and approve or decline the request:

- a) If approved, the student may pick up the yellow copy of the Student Program form at the Guidance Office. This form must be signed by all teachers involved and returned to the Guidance Office.

b) If declined, the Guidance Office will notify the student of the reason.

2. The student must continue attending classes as scheduled until they receive a yellow copy of the Student Program form, approving the change. Failure to do this may result in a student being considered "truant."

Cumulative Records (CUMS)

Pursuant to the Education Code of California, Chapter 1.5, Article 3, Section 49063, you are hereby given notification of privacy rights of parents and students. Federal and state laws grant certain rights of privacy and rights of access to students and their parents. Full access to all personally identifiable written records maintained by Calvary Chapel High School must be granted to natural parents, adoptive parents or legal guardians of students under the age of 18.

Parents may review individual records by making a request to the student's teacher and/or the administration. Administration will see that explanations are provided if requested. Information, which is alleged to be inaccurate or inappropriate, may be removed upon written request by parents and review by administration. In addition, parents may receive a copy of any information in the records at a reasonable cost per page.

Policies and procedures relating to types of records, kinds of information retained, persons responsible for records, access by other persons, review and to the challenge of records are available through the office.

When a student moves to a new school, records will be forwarded upon the request of the new school. At the time of transfer, the parent may review, receive a copy (at a reasonable fee) and/or challenge the records.

If you believe Calvary Chapel High School is not in compliance with federal regulations regarding privacy, you may file a complaint with the United States Secretary of Health, Education and Welfare.

Drop Procedures

Students who wish to drop classes need to follow the same procedure as listed under schedule changes.

1. A course dropped **before the end of the eighth week** of instruction will not appear on the transcript.
2. A student who drops a course and replaces the dropped course with a similar course will transfer into the new course with the grade that the student was receiving in the dropped class.

Grade of "W"

A course dropped after the eighth week but prior to the tenth week of instruction will receive a grade of "W" (withdraw), which will not affect the student's GPA but will appear on the student's transcript.

Grade of "WF"

A course dropped after the beginning of the tenth week of instruction will receive a grade of "WF" (withdraw failure) and will affect the student's GPA, as well as appear on the student's transcript.

Grade of "I"

A grade of "I" (incomplete) is intended for use when circumstances beyond a student's control prohibit taking the final exam or completing course work. The incomplete is not intended as a mechanism for allowing a student to retake a course. A student who has fallen substantially behind and needs to repeat a course can drop the course prior to the tenth week of classes.

Grade Point Average (GPA) and Honor Roll

When calculating GPA, honors classes and/or AP (Advanced Placement) courses receive an extra point. Students entering CCHS with honor classes from previous schools will receive accelerated GPA only for honors classes that are offered at CCHS.

	A	B	C	D	F
Honors Scale	5	4	3	1	0
Academic Scale	4	3	2	1	0

At the completion of each semester, a list of the students who have achieved academic distinction will be published. Students who have an **overall** GPA of **3.5** or higher will be listed on the **Honor Roll**. Students with an academic GPA of 3.75 or better will be listed on the **Principal's Roll**.

Graduation Requirements

Students must meet the graduation requirements within assigned due dates to be able to graduate and participate in the graduation ceremony.

Homework Requests

Most teachers give out course calendars; students can refer to these calendars and use them as a reference for a missed class. A student who is absent more than two days for an excused absence may have a Homework Request directed to the student's teachers. Due to the teachers' schedules, please understand that there may be a one day lag between the time of the request and a response from the teachers.

Make-Up Work

Students absent due to illness, or other valid reasons, will be allowed to make up all schoolwork. **The responsibility for completing make-up assignments rests solely with the student.** One day for each day of absence should be allowed for the completion of make-up work. If a student is absent on a day that homework is due or a test is given, the student must turn in the homework or take the test on the first day back. Test dates are on each class calendar.

If the student is scheduled for a test on the day the student returns, it is left to the teacher's discretion as to whether the student must take the test that day. Students who provide prior notification for extended absence and circulate the necessary forms are to complete assignments according to the teacher contracts (Refer to section titled "Attendance"). **Students with an unexcused absence, including suspensions, or more than 10 absences in a semester will NOT be allowed to make up work** (see Attendance, Excused Absences).

Poor or Failing Grade and Summer School Classes

Any student who receives a grade of C, D or F may retake the course in summer school. If the student is going to take a course offered at CCHS and has received a letter grade of C, D or F, the student may retake the course without administrative approval. If the course is taken at CCHS, the old letter grade will be removed from the student's GPA and the new grade will be factored into the student's GPA. The old grade will always remain on the student's transcript. If the course is not taken at CCHS, the student will receive credit only and the class will **not** affect the student's GPA (see Summer School in this section).

Report Cards & Progress Reports

The school year is divided into two semesters. Each semester includes two Progress Reports and a final semester Report Card. All Progress Reports and Report Cards will be mailed on the dates from the following list. In addition, teachers may issue individual progress reports at any time and are strongly encouraged to maintain the lines of communication with the parents of their students.

Progress Reports and Report Cards will be mailed home on the following dates:

	<u>1st Semester:</u>	<u>2nd Semester:</u>
<u>1st Progress Report</u>	Thursday, October 20	Thursday, March 16
<u>2nd Progress Report</u>	Thursday, December 8	Thursday, May 4
<u>Report Card</u>	Thursday, February 9	Thursday, June 29

ROP/Regional Occupation Program

Occupational programs are available for credit. Please see the guidance counselor.

Student Life

Calvary Chapel's Associated Student Body (ASB) is responsible for many of the extracurricular activities for the school. These activities include the pep rallies, the Homecoming game, the Homecoming reception following the game, Winter Formal, Sadie Hawkins, Junior/Senior Formal and Graduation. The Junior/Senior Formal is available to Juniors and Seniors. A Sophomore may attend if invited by a Junior or a Senior. Freshmen may not attend the Junior/Senior Formal. Every student may attend all league home games for free. If you have any questions, please contact an ASB representative or call 714-662-7485.

Students with Special Needs

Calvary Chapel High School does not have a special education program in place. Access to professional assessments may be available through the student's local school district. Resources for students with serious identifiable learning disabilities are available through the local district as well or may be obtained through private professional sources.

We may provide various classroom accommodations and minor curriculum modifications on an individualized basis to students here that have identifiable learning difficulties. These services may be utilized only when deemed appropriate and instituted through the proper channels.

We also offer access to a research based comprehensive computerized reading tutorial program. Because we know that reading is crucial to a student's academic success we are confident that this program will benefit our student population. An initial assessment will highlight specific areas of need and determine the individualized course of instruction for each student. Information regarding terms and fees for this program as well as our private tutoring options will be available through the school office.

Summer School

Summer School is to help those students who have done poorly in a class during the school year or who need to take a prerequisite course prior to the fall semester. Any courses taken during the summer **not offered** at CCHS **must be approved** by the High School Principal prior to enrolling in the class.

Pre-Requisite Summer School Classes

The same prerequisites apply for summer school courses as applied during regular school year.

If a student is taking a summer course to fulfill a prerequisite for a CCHS course, and the class is at CCHS, the student may take the course at CCHS with administrative approval. However, if the course is taken through another school, the course must be approved **prior to enrollment of such course**. If the course is not taken at CCHS, the student will receive credit only and the class will **not** affect the student's Academic GPA. If there are questions concerning any summer school courses, please check with the Guidance Office first.

Tutoring

For students who need tutoring, a Tutor List is available in the High School Office.

Valedictorian and Salutatorian

Ranking for Valedictorian and Salutatorian is based on quality **and** quantity of course work. Quality being the number of A's, B's, etc. a student earns and quantity being the number of **academic** and **advanced** courses taken at CCHS.

Weekly Progress Reports

If a student is struggling academically, a "Weekly Progress Report" can be obtained in the office form display. This form is taken **by the student** to all of his/her teachers on Friday. The teacher will note the student's grade for **that week** and make necessary comments. This is the student's responsibility.

First Semester Final Exam Schedule

MONDAY 1/23

*** 0 Period Finals – Exam schedule will be set by your 0 Period teacher**

Extended Chapel (Check-in for roll & walk over w/ 1 st Period Class)	8:00 – 9:30
Devotions in 1 st Period Class	9:35 – 9:55
Break	9:55 – 10:15
Period 1 Final	10:20 – 11:50

TUESDAY 1/24

Devotions in 2 nd Period Class	8:00 - 8:25
Period 2 Final	8:25 – 9:55
Break	9:55 – 10:15
Period 3 Final	10:20 – 11:50

WEDNESDAY 1/25

Devotions in 4 th Period Class	8:00 – 8:25
Period 4 Final	8:25 – 9:55
Break	9:55 – 10:15
Period 5 Final	10:20 – 11:50

THURSDAY 1/26

Devotions in 6 th Period Class	8:00 – 8:25
Period 6 Final	8:25 – 9:55
Break	9:55 – 10:15
Period 7 Final	10:20 – 11:50

Second Semester Final Exam Schedule

MONDAY 6/12

*** 0 Period Finals – Exam schedule will be set by your 0 Period teacher**

Extended Chapel (Check-in for roll & walk over w/ 1 st Period Class)	8:00 – 9:30
Devotions in 1 st Period Class	9:35 – 9:55
Break	9:55 – 10:15
Period 1 Final	10:20 – 11:50

TUESDAY 6/13

Devotions in 2 nd Period Class	8:00 - 8:25
Period 2 Final	8:25 – 9:55
Break	9:55 – 10:15
Period 3 Final	10:20 – 11:50

WEDNESDAY 6/14

Devotions in 4 th Period Class	8:00 – 8:25
Period 4 Final	8:25 – 9:55
Break	9:55 – 10:15
Period 5 Final	10:20 – 11:50

THURSDAY 6/15

Devotions in 6 th Period Class	8:00 – 8:25
Period 6 Final	8:25 – 9:55
Break	9:55 – 10:15
Period 7 Final	10:20 – 11:50

Athletics

*“And thou shalt love the Lord thy God
with all thine heart...”
Deuteronomy 6:5*

ATHLETICS

"...let us lay aside every weight, and the sin which so easily ensnares us, and let us run with endurance the race that is set before us, looking unto Jesus..."

Hebrews 12:1-2

CCHS is a member of the **California Interscholastic Federation** and offers a wide variety of interscholastic sports as a member of the **Pacific Coast League**. A listing of the sports available can be found in the Curriculum Guide.

Athletic Eligibility Residential/Open Enrollment

CCHS abides by all residential rules and Open Enrollment requirements included in the CIF Blue Book. Any questions regarding residential eligibility or Open enrollment should be directed to the Athletic Director.

Athletic Fee

An **annual athletic fee of \$270.00** will be charged to everyone who desires to play sports at Calvary Chapel High School. This fee will help defray the expenses of protective equipment, officials' fees, tournament entry fees, etc. and items related to running an athletic program.

- **The athletic fee will be due at the beginning of the sports season** and will cover a student's participation in all sports for the year.
- The athletic fee must be paid **Oct. 1** for fall sports, **Dec. 1** for winter sports, and **March 1** for spring sports.
- The athletic fee should be made payable to "Calvary Chapel High School Athletics" and directed to the MCA accounting office.

Athletic Packet

In order to participate in the sports programs offered at Calvary Chapel High School, an athletic packet must be picked up from the trainer or the CCHS Office. All of these forms must be completed and turned in **prior to the first day of practice:**

1. An emergency card
2. Insurance/Consent form
3. A physical examination and medical history form
4. CCHS Athletic Code

CIF Athletic Eligibility for Academics

The CIF requires that a student must have a **GPA of 2.0** or better from the last grading period. If students do not meet this requirement, they may participate on a probationary status. This means students are eligible for that grading period, **however if they fail to achieve a 2.0, the next grading period, they would be ineligible to participate the following grading period.** The grading periods at CCHS are every six weeks. Students must also have completed **20 credits** of work in the previous semester. **If students do not meet this requirement, they are immediately ineligible for the entire semester.**

Fan Behavior

Students and parents are reminded that we represent the school, however more importantly our Lord, when we are a participant or fan at an athletic event. Our attitudes may be the only testimony that others see of what we represent and even more important, who Jesus is. Thus, we must be mindful of the way we treat the officials, the other team and the opposing crowd. Appropriate attitudes, actions and dress are expected at all events.

Leaving Class/School for Athletic Events

When students must leave early from a class for an athletic event, the following policy will be followed:

1. Students **must be prepared** for class even on days when they are leaving early for a game. If a game is canceled and homework is due or a test is being given, the student must turn in the work and/or take the test. **NO EXCUSES** will be accepted!
2. Students must make arrangements to hand in assignments **prior** to leaving for a game. Leaving for a game is not an excused absence, so assignments must be turned in on time.
3. Students are responsible for all work covered and tests missed. The students must take the initiative to work with the teacher for the class they missed.
4. Students will not be excused prior to 15 minutes before bus departure.

Physicals

1. Physicals are good for one year.
2. "Physical Examination" forms may be picked up in the CCHS office and should be completed by student's personal physician.
3. Physicals **MUST** be completed **PRIOR** to a student participating in any practice.
4. CCHS recommends that physicals are arranged for and completed in June or July.

Faculty

Administration

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CCHS WEBSITE: www.calvaryschools.org

Northwest Corner of Parking Lot

Northeast Corner of Parking Lot

First Floor		Second Floor	
107	106	209	208
108	105	210	207
109	104	211	206
Restrooms		212	205
110	103	213	204
111	102	214	203
112	101	215	202
113	100	216	201
Lounge	Office	217	200

First Floor						
H107	H108	H109	H110	H111	H112	Admin Offices
H106	H105	H104	H103	Coach	Lounge	

Second Floor						
H207	H208	H209	H210	H211	H212	H213
H206	H205	H204	H203	H202	H201	H200

19	18
20	17
21	16
22	15
Restrooms	
23	14
24	13
25	12
Library	

Nurse	Kitchen	Fellowship Hall
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Nursery

5	4	3	2	1
10	9	8	7	6

First Floor		
Kitchen	Boys Locker	Girls Locker
Gymnasium		

Second Floor	
Patio	Library

Sanctuary

Fairview Road



← Field

2005-06 Bell Schedule

Regular Schedule

7:00 AM	-	7:45 AM	Period 0	45 Min.
7:50 AM	-	8:40 AM	Period 1	50 Min.
8:45 AM	-	9:35 AM	Period 2	50 Min.
9:35 AM	-	9:45 AM	Break	10 Min.
9:50 AM	-	10:40 AM	Period 3	50 Min.
10:45 AM	-	11:35 AM	Period 4	50 Min.
11:40 AM	-	12:30 PM	Period 5	50 Min.
12:30 PM	-	1:10 PM	Lunch	40 Min.
1:15 PM	-	2:05 PM	Period 6	50 Min.
2:10 PM	-	3:00 PM	Period 7	50 Min.

Chapel Schedule/Pep Schedule

7:00 AM	-	7:45 AM	Period 0	45 Min.
7:50 AM	-	8:30 AM	Period 1	40 Min.
8:35 AM	-	9:35 AM	Chapel	60 Min.
9:35 AM	-	9:50 AM	Break	15 Min.
9:55 AM	-	10:35 AM	Period 2	40 Min.
10:40 AM	-	11:20 AM	Period 3	40 Min.
11:25 AM	-	12:05 PM	Period 4	40 Min.
12:10 PM	-	12:50 PM	Period 5	40 Min.
12:50 PM	-	1:30 PM	Lunch	40 Min.
1:35 PM	-	2:15 PM	Period 6	40 Min.
2:20 PM	-	3:00 PM	Period 7	40 Min.

Special Assembly Schedule

7:00 AM	-	7:45 AM	Period 0	45 Min.
7:50 AM	-	8:30 AM	Period 1	40 Min.
8:35 AM	-	9:15 AM	Period 2	40 Min.
9:20 AM	-	10:00 AM	Period 3	40 Min.
10:00 AM	-	10:15 AM	Break	15 Min.
10:20 AM	-	11:00 AM	Period 4	40 Min.
11:05 AM	-	11:45 AM	Period 5	40 Min.
11:50 AM	-	12:30 PM	Period 6	40 Min.
12:35 PM	-	1:15 PM	Lunch	40 Min.
1:20 AM	-	2:00 PM	Period 7	40 Min.
2:00 PM	-	3:00 PM	Special Assembly	60 Min.