

# Heritage Christian School

A Ministry of Calvary Baptist Church  
2000 Broad Ave. Findlay, Ohio 45840



## Student Handbook

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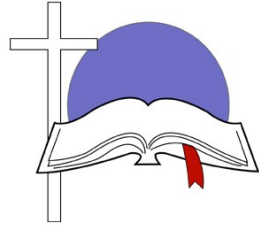
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**Heritage Christian School does not discriminate on the basis of race, color, ethnicity, and gender in the administration of its admissions, financial, disciplinary, extracurricular, or other policies.**

## School Philosophy and Statement of Faith

### Philosophy

Our philosophy may be stated as follows: There is final, absolute truth revealed in the Bible, and is personified in Jesus Christ, the Eternal Son of God. Education is a Christ-centered, Biblically integrated process of developing spiritually, mentally, physically, and socially. The ultimate aim of life is not adjustment to the age but conformity to Christ. This objective is achieved by a disciplined life of sacrificial service, patterned after Jesus Christ.



### Statement of Faith

Heritage Christian School holds to the following statement of faith:

- We believe that the Bible, both the Old and New Testaments, was given by inspiration of God, and is our only rule in matters of faith and practice.
- We believe in creation, not evolution; that man was created by the direct act of God and in the image of God.
- We believe that Adam and Eve, in yielding to the temptation of Satan, became fallen creatures.
- We believe that all men are born in sin.
- We believe in the Incarnation, the Virgin Birth, and the Deity of our Lord and Saviour, Jesus Christ.
- We believe in His vicarious and substitutional Atonement for the sins of mankind by the shedding of His blood on the cross.
- We believe in the resurrection of His body from the tomb, His ascension to Heaven, and that He is now our advocate.
- We believe that He is personally coming again.
- We believe in His power to save men from sin.
- We believe in the necessity of the New Birth, and that this

New Birth is through the regeneration by the Holy Spirit.

We believe that salvation is by grace through faith in the atoning blood of our Lord and Saviour, Jesus Christ.

We believe in the eternal security of the believer.

We believe the gifts of tongues and healing were “sign gifts” until the time the Scriptures were completed and these gifts ceased at that time.



## Admissions

A student is admitted to Heritage Christian School on the basis of former records, testing, and administrative interview.

Current students’ status will be reviewed yearly, and the student will be readmitted on the basis of academic progress, disciplinary record, and an agreement with the school program attitude and action. No student who has been dismissed, suspended or expelled from another school will be accepted.

Admission is a privilege, not a right, which privilege may be forfeited by any student who does not conform to the standards and regulations of the school. The school may request the withdrawal of any student at any time, who, in the opinion of the administration does not fit into the spirit of the school, regardless of whether or not he conforms to the specific rules and regulations of the school.

Parents and students in seventh grade or above must yearly sign a statement of cooperation that they have read, understood, and agree to abide by the student handbook.

For information regarding Heritage Christian School or to begin the admission process, please call 419-424-9511

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## Finances

All families will be informed at the time of registration as to the amount of registration and tuition due for the year and the amount of their monthly payments. It will be their responsibility to make the payments on time each month.

Yearly tuition charges may be paid in one payment, 10 monthly payments (August 1 - May 1) or 12 monthly payments (June 1 - May 1). The last payment must be made on or before May 1st.

When paying by the month, the amount due is to be paid by the 1st of each month. After that date, 1% a month of the outstanding balance or \$5.00, whichever is greater, will be assessed as a late fee and a delinquency notice will be sent. In addition, there will be a \$20.00 fee charged for each check returned by the bank because of insufficient funds.

If an account goes beyond 20 days without payment or arrangement for payment, a notice will be sent home stating the specific date the student(s) will not be allowed to return to school. When the account is brought up to date, the student will then be allowed to resume attendance.

If a mutual agreement has been made with the H.C.S. School Committee concerning your account, and the student is allowed to remain or return to school, and the agreement is not strictly adhered to, a notice again will be sent home and the student will not be allowed to return.

A family cannot register for the next school year until all past due accounts are brought up to date for the current year.

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No financial adjustments will be made for absences of any part-time or full-time students. In case of dismissal or withdrawal from the school, all payments must be made through the calendar month. No report cards or records will be released when accounts are delinquent. This also includes unpaid library fines, office charges, cafeteria charges, and the like.

Sometimes unexpected problems may cause a family difficulty in meeting their financial arrangements. If any family anticipates difficulty in making a payment, it will be their responsibility to contact the school. This should be done prior to the due date.



In order for a student to benefit fully from the school program he must be regular in attendance. Records concerning a student's attendance and punctuality will be kept by his teacher and reported to the main office for permanent filing.

Any student absent more than twenty days may be retained the following school year.

Attendance at school camp and on the senior trip is required.

## **Absence and Tardy**

On the school day following any absence the student is to bring a signed note from home explaining the reason for the

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absence. This note is to be turned in at the school office by the student in order for him to receive his student admit slip to re-enter classes. No secondary student will be allowed to return to class without such a permit from the office.

The following will be considered excusable:

- (1) Personal illness
- (2) Death in family
- (3) Doctor or dental appointments  
(Office should be notified one day prior by a note.)
- (4) Serious family emergency or other situations deemed excusable by the school administration.
- (5) Prior arrangements:

Notify school office in writing at least 1 week in advance, and the office will notify teachers.

Absences are not to exceed 10 consecutive school days.

Student must have assignments with due dates from teachers prior to absence. Parents assume responsibility to see that assignments are completed by due dates. Any work not completed on time will be given a failing grade.

Other absences will be considered unexcused and the student will not be eligible to make up assignments or tests.

Chronic tardiness in the mornings or unexcused absence will necessitate a review of the situation with the parents by the school administrator and could call for disciplinary action. Students in grades 6-12 that are tardy more than 5 times in a semester will receive minutes for each tardiness thereafter.

Any student arriving before 10 A.M. will be tardy; after 10:00 A.M. the student will be 1/2 day absent. The student must bring a written note from the parent in either situation.

If a student is tardy, they are required to make up missed quizzes and tests before the end of the school day, unless

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they do not have a study hall.

## **Schedule**

School begins at 8:00 A.M. and ends at 3:00 P.M. (3:05 for secondary students.) Please plan to arrive and depart within a fifteen minute time period before and after school. All students must be picked up by 3:45.

Four year old kindergarten meets on Tuesday and Thursday, and five year old kindergarten meets on Monday, Wednesday, and Friday.

## **Withdrawal And Dismissal Of Students**

Parents should notify the school office and complete a withdrawal form one week prior to withdrawal of students so that teachers may be aware of such changes as will be necessary. Any transfer of records will only be made upon written request from the school in which the pupil will enroll. Transfers cannot be completed until pupil accounts are up to date.

Except for infractions requiring automatic expulsion, dismissal of a student may only be recommended after counseling and other methods of discipline have failed to produce acceptable behavior. Prior to any dismissal, parents shall have been contacted by the school administrator and have had conferences with him in reference to the specific problems involved.

Tuition will be due through the month of withdrawal or dismissal for all students. Other fees are not refundable.

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## Procedures

### **Lunch Program**

Hot sandwiches, milk, orange drink, cookies, chips, and fruit will be available to all students at a reasonable cost. The prices will be quoted at the beginning of the school year.

### **Bad Weather**

In the event of bad weather, tune in WFIN-AM (1330) WHVT-FM (94.1), WTGN-FM (98.1-Lima), WFOB-AM (1430-Fostoria), and WXML-FM (90.1-Upper Sandusky). You may also watch television channels 11, 13, and 24 out of Toledo. Notification will be made as soon after 6:15 A.M. as possible. Families who live outside the listening area may contact the school office at the beginning of the school year if you want to be called concerning school cancellations or closures.

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### **Telephone Usage**

School phones are business phones and are not to be used by students unless absolutely necessary. A \$.25 charge will be made for each call placed by a student. Only the school office's phones are to be used. Of course, in case of sickness, emergency, or special need, the office will assist the student in calling home. Cell phones and beepers may not be in the classrooms. They must be kept in lockers. They may be used after school.

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### **Office Hours**

Office hours are Monday-Friday 7:30 to 4:00. You may leave a message on the school answering machine at other times. Summer hours will be announced toward the end of the school year. They are usually 9:00-3:00 only on certain days of the week.

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## **Parents and Visitors Attending School**

It is the desire of the administration and faculty to be of service to both parent and student, and each teacher welcomes a visit from any parent. We do urge, however, that any visit to a classroom be made by definite appointment with the office, that parents please abide by the school dress code, and that any parent-teacher conference be scheduled at a convenient after-school hour. No visitation of classes should be planned in the first two weeks following the opening of school, during nine-weeks testing times, or in the final two weeks of school. Prospective students may visit the school when prior arrangements are made with the school office.

We have a “closed campus” policy, meaning no students are to leave the campus without permission from the office and all visitors are to check in advance with the office for permission to be on campus. The administration reserves the right to ask any individual in the building or on campus during the school day without permission or prior arrangement to leave.

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## **Medication Policy**

When your child needs to take prescription drugs, aspirin, Tylenol, or any type of medication, your child will need to bring in a note with the medication. Students are not to carry medication with them during the school day. It is to be left at the school office in the morning and picked up at the end of the school day if it needs to go home with the child. Medication left in the office beyond the dosage dates or at the end of the school year will be destroyed.

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## Student Driving/Parking

All student drivers are to park their cars at the north end and back of Unit B and CLC and return to them only when dismissed for the day. No student is to drive or ride in another student's car without written permission.

## Articles Prohibited

Cigarettes, alcoholic beverages, any narcotics, dice, playing cards, knives, guns, explosives of any kind, contraceptives of any kind, radios, magazines, books, tapes, videos, video games, or other media material not related to class work are not permitted on school property. All extracurricular books that are brought to school must be checked for content by the student's English teacher.

## School Trips

On any school-sponsored van trips boys and girls in grades 7 thru 12 will not be allowed to sit together in the same seat. Seat belts must be worn. Failure to do so will result in the loss of privilege to go on school vehicles, and other action may be taken. No younger or older siblings (unless out of high school) are allowed on school trips. Adult siblings must receive permission from the administration prior to going on a school trip.

## Textbooks

Textbooks are supplied by the school. Other materials such as paper, pencils, notebooks, Bibles, dictionaries, and such must be furnished by the student. Textbooks that are lost will be replaced by the student, and charges will be assessed accordingly when textbooks are damaged. Students are required to have acceptable covers for their books as directed by the teacher.

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## Academics

### High School Courses

Heritage Christian School is a college preparatory school; however, we do have some students who graduate with a more general preparation. The two high school curriculums are listed below:

	<u>College Prep</u>	<u>General Prep</u>
Bible	1 unit per year HCS	1 unit per year at HCS
English	4 units	4 units
Math#	3 units Starting/Alg. I	3 units
Science	3 units	3 units
History	3 units	3 units
Choir or Band	1/2 unit per year	1/2 unit per year
*Health/PE	1/2 unit each	1/2 unit each
Foreign Lang.	2 units	
Speech	1 unit	1 unit
Keyboarding	1 unit	1 unit
Electives		2 units
	_____	_____
	24 units	24 units

\*1/4 unit for successful participation in varsity sports (soccer, volleyball, basketball) in lieu of second 1/4 credit in P.E. for 10<sup>th</sup> through 12<sup>th</sup> grades only.

Currently offered electives are Chemistry, Physics, Advanced Math, General Math, Consumer Math, Yearbook, and teacher's aid. Other electives may include art, and Speech II.

# 4 units beginning with the class of 2013

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## Testing

Students are required to take a college entrance test prior to graduation. We recommend the ACT, however the Scholastic Aptitude Test is acceptable. It is usually best to take the test both the junior and senior years.

All students take the Stanford Achievement Test each year. This will identify any areas of weakness in the school's curriculum, and identify those students who are not making satisfactory progress.

The Otis Lennon School Abilities Test is administered every other year. This test measures a student's ability and compares ability with how much is being learned.

Students are tested prior to admission to determine if they can be successful at Heritage.

## Promotion Policies

At the end of each school year, the administration will schedule a conference with the parents of any student whose promotion to the next grade level is in question. In determining a student's readiness to enter the next grade, the following areas will be considered:

- Academic grades
- Conduct and effort grades
- Achievement test results
- Maturity level
- Overall skill development
- Teacher recommendations

The administration will make recommendation for grade placement (advancement or retention) with the final decision made in conjunction with the parents.

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Promotion in high school will be based on earned units.

Sophomore	a minimum of 6 units earned
Junior	a minimum of 12 units earned
Senior	a minimum of 18 units earned

## **Homework Policy**

No homework will be given on Wednesday evenings and on nights of scheduled special school meetings to enable students and their parents to attend functions of your church and Heritage Christian School. Make-up work will need to be done on time. After an excused absence, a student will have one more day than the number of days missed in order to complete the make-up work. (For example: If a student misses three days, he will have four days for make up.)

If the work is not made up on time, a zero may be given for that assignment. It is the student's responsibility to get the assignment and make up the work on time.

## **Basic Classes**

High school students who are struggling may qualify for basic classes. Qualification for these classes will be based on achievement and abilities tests scores. The classes will be an independent study course working at the student's own pace with a certain amount of work required for credit in the course.

## **Parent—Teacher Meetings and Conferences**

Parent-teacher fellowship meetings will be held after the first nine weeks, and the second nine weeks. During these meetings, you will review report grades, be informed of the material being covered, and see some of your child's work. Other conferences may be scheduled by appointment.

## **Grading Periods**

Report cards will be distributed each nine weeks for the

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first grade and above, each 12 weeks for kindergarten. It will be necessary to pay a \$5.00 replacement fee for lost report cards.

Progress reports for first grade and above go home at the end of three weeks and six weeks with report cards issued for each nine weeks. As stated in the finance section, report cards will be held in the school office in the event a student account is past due. Progress reports are to be signed and returned to school within 2 school days.

You can keep track of daily progress by using the internet. You will receive information and a password at the beginning of the school year.

## Academic Honors

**Valedictorian:** the highest academically ranked senior with at least three years high school attendance at HCS and at least a cumulative A- average. \*

**Salutatorian:** the highest academically ranked student below the valedictorian with at least three years high school attendance at HCS and at least a cumulative B+ average.\*

**\*Privileges:** The above students will be honored at graduation with special recognition and a medallion placed on them by their parents.

**\*Responsibilities:** The students must satisfy all the above requirements and deliver a well-prepared speech at the commencement service.

## Grading Scale

99-100	A+	95-98	A	93-94	A-
91-92	B+	87-90	B	85-86	B-
83-84	C+	79-82	C	77-78	C-
75-76	D+	72-74	D	70-71	D-
69 and Below	F				

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## Discipline

### General Discipline

Students will be clearly informed as to school rules and regulations pertaining to student behavior. A student who willfully disobeys these will be disciplined in a manner dictated by the offense. Disciplinary measures may include a verbal reprimand, loss of privileges, or other methods approved by the school administration. All students are to be responsive and respectful to the instruction of any adult faculty or staff member. The underlying purpose of all restraint is to guide the student in developing a disciplined life based on Biblical principles.

The following are basic rules to be observed in general:

- (1) Students are to show respect and courtesy to each other and to adults at all times while on school grounds. In response to adults, students should respond respectfully with a “yes sir,” “no sir,” “yes ma’am,” and “no ma’am.”
  - (2) Students are not permitted to leave grounds or any school activity out of town unless accompanied by an authorized person or parent or with proper consent.
  - (3) A student sign-out book will be maintained in the school office. Any student arriving at school late, leaving school early, or returning to school during the school day must sign in or out.
  - (4) Students may only be in authorized areas at proper times. (Classrooms, passageways, restrooms, playground, and school offices.)
  - (5) Classes will move to and from activities in a quiet orderly fashion with teacher supervision.
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- (6) An orderly classroom shall be maintained.
  - a. Students will raise hands and be recognized by the teacher before speaking.
  - b. Students will respond to a question or recite as directed by the teacher.
  - c. Unnecessary verbal or non-verbal disturbances are not permitted.
  - d. Throwing of any objects will be prohibited.
  - e. Students are not to be out of their seats without permission.
- (7) Profanity and vulgar language will not be tolerated; nor will the use of tobacco or drugs used for non-medicinal purposes.
- (8) Gum chewing is not permitted on school grounds; nor should food or candy be eaten except during lunch.
- (9) There should not be rough play or fighting on school grounds; nor will throwing of snowballs, rocks, or other hard objects be permitted.
- (10) Destruction of school property or student belongings is a serious offense. Parents may be held responsible for any damage done intentionally or through abuse by their child.
- (11) No radios, tape players, magazines, books, advertisements, tapes, videos, video games, or other media material may be brought to school unless in conjunction with a classroom study.
- (12) No physical contact is allowed between boys and girls in grades 7-12.

Further guidelines will be instituted as necessary.

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## **Rock Music Policy**

The purpose of a Christian school is to build into a young person the proper spiritual and academic direction for life. Since rock music is a part of the counterculture which seeks to implant seeds of rebellion in young people's hearts and minds, Heritage Christian School considers listening to this kind of music to be detrimental to the spiritual, moral, and intellectual life of a young person. Therefore, the policy of Heritage Christian School is that students not voluntarily listen to any kind of rock music including so-called "Christian rock." Listening to rock music or watching rock videos will be considered an infraction of the rules. So-called "Country Music" should be avoided also due to its generally immoral and humanistic contents.

## **Homosexual Policy**

Heritage follows the Bible's teaching on the whole matter of sexual expression. Scripture specifically prohibits lewdness, fornication, adultery, homosexuality and any other sexual expression outside of marriage between one man and one woman. Heritage's desire is to develop Christlikeness in our students and to teach them to base life's choices on God's Word. Achieving those goals requires that Heritage policies align with Scriptural teaching. Therefore, Heritage policies prohibit any form of sexual activity outside of Scripture's boundaries (or marriage between one man and one woman)."

## **Junior High and High School Detention**

The following offenses will normally receive penalty times, accumulating toward a full 60-minute detention: the penalty amount will increase with repeated offenses.

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chewing gum or eating candy outside of designated areas (20-60 min.) tardiness (10-40 min.)

class disturbances; excessive talking, passing notes, etc. (20-60 min.)

out of class without a pass (20-60 min.)

dress or hair code violation (20-60 min.)

littering (10-60 min.)

unprepared for class (10-40 min.)

Other violations (although not listed above) committed by the student can result in penalty times and accumulate toward detentions. This would be determined by the administration.

The following activities or attitudes will receive stronger disciplinary action and possible suspension or expulsion:

Skipping Class	Rock Music
Profanity	Lying
Cheating	Gripping
Dating Infractions	Gossiping
Gambling	Kissing
Handholding	Dancing
Attendance at other questionable activities	

Students involved in the following infractions will be subject to immediate expulsion. The situation will be brought before the Heritage Christian School Committee for review and will be dealt with firmly in the best interest of the school and the individual involved.

Homosexual acts	Fornication
Selling drugs	Stealing
Use or possession of drugs, alcohol, or tobacco	
Involvement with pornographic or lewd materials	

Detention or suspension may be given for each of the following offenses:

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- (1) Direct disobedience
- (2) Disrespect to faculty
- (3) Fighting
- (4) Improper language
- (5) Disorderly conduct
- (6) Destruction of property

Detention period is 60 minutes in length and will be served on either Tuesday or Thursday immediately after normal school dismissal. Detentions will be served when a total of 60 minutes in penalties has been accumulated. Students having detention on Tuesday will be notified on Monday; those having detention on Thursday will be notified on Wednesday. Therefore, parents will know from their child one day in advance if he has to serve a detention. It is the responsibility of the student to inform his parents of detentions, to make arrangements to stay late, and secure transportation home. Last-minute calls home (on the day of detention) will not be permitted. A detention has priority over any school activity (ball games, practices, etc.). Parents will receive a discipline note every time their child receives penalty time. The note is to be signed and returned the next school day.

High school teachers will supervise detentions on a scheduled basis. A student serving detention must sit straight in his chair, and must remain absolutely quiet. Additional detention time can be given for violations. Failure to report for scheduled detentions will result in additional discipline being given. Any excuse from detention must be requested and approved in advance by the administration.

When a student has accrued 5, 8, and 12 detentions, additional action will be taken as listed below.

5th Detention - Parent will be notified and one-day in-school suspension will be served.

8th Detention - Parent/Administrator/ Student conference will be set up and a three-day out of school suspension will be served. The student will be placed on probation.

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12th Detention - Student's situation will be reviewed by the administration and Heritage Christian School Committee in regard to expulsion.

Students receiving no detentions for the year will be recognized with a merit award at the year-end awards assembly.

Students with no suspensions for the year will be able to participate in an end of the year field trip planned by student council.



## General

Heritage Christian School seeks to develop discretion within its students in the area of personal appearance. Due to the constant change in “fashion” and the extremes accepted in dress today, the following standards have been based on the principles of modesty, femininity or masculinity appropriate-ness, Christian testimony, and consistency of administration. The dress code for school activities is the same as the classroom dress code unless exceptions are later stated in this handbook or students are notified of exceptions by the administration.

Students are to wear neat and clean clothing to all school functions.

Students are to be well-groomed when attending any school activity.

Shoes and socks (or hose for girls if desired) are to be worn at all times. Tennis shoes, physical education shoes, work boots, snow boots or other athletic shoes are not acceptable for the classroom in grades 7-12, and are not acceptable for attendance at school plays, programs, graduation, and other special

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services. Athletic shoes and tennis shoes are acceptable for attendance at ball games if they are laced up and not worn to convey the “sloppy look.”

Tank tops, T-shirts, plain sweatshirts, and tight fitting items are not to be worn. “Dressy” shirts made with some parts of sweatshirt material may be permitted at the discretion of the administration.

Articles of clothing that advertise a product or place, army fatigues, mod or rock culture apparel are considered inappropriate dress.

Anything the administration considers to be a fad or extreme will not be permitted. The administration reserves the right to determine if dress or appearance is not appropriate. When a student has violated the dress and/or hair standard of the school, parents will be notified and will be given the necessary steps for correcting the problem and the time allowed for correction. Dress code violations will usually require a change in dress before the student may go to class. Zeros will be given for all missed class work. A notice to the parents regarding appearance should be signed and returned. The parent should scrutinize his child’s appearance before he or she leaves for school. It is preferred the parents do this rather than the teachers. When parents cooperate with the school, more time can be devoted to the child in the area of teaching. If you have questions about the dress code, please feel free to contact the administrator.

## **Girls**

Skirts and dresses are to be worn for all school functions (unless specifically notified). Length of skirts and dresses may be no shorter than the bottom of the knee when sitting or standing for all girls in kindergarten through senior high. Blue jean jumpers, dresses, and skirts may not be worn. Girls who wear skirts or dresses with belt loops must wear a belt.

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Culottes, no shorter than the bottom of the knee when sitting or standing, and jean skirts and jumpers may be worn when attending athletic events, (not shorts or cut-off pants). If a student's attire appears to be shorter than standards, a female staff member may check the length of the student's dress or skirt. Skirts and dresses must have no slit opening above the bottom of the knee.

Sundresses, slacks, pantsuits, culottes, bare midriffs, sleeveless blouses and dresses, "cut off pants" and shorts are unacceptable as school attire. In the event of cold weather, slacks may be worn under school clothes while en route to and from school. (I Tim. 2:9a)

Girls in fourth thru twelfth grades are to wear designated slacks, shorts, or culottes for physical education class and sports participation. (You will be advised at the beginning of the school year as to exact attire for physical education.)

No blouse or dress may be lower than the width of two fingers below the clavicle. The blouses or shirts must be buttoned up to and including the second button from the top. They also must have at least a full short sleeve.

Shirts and blouses with long tails must be tucked in. If a short-waisted shirt is worn, a full slip or a shirt that stays tucked in must be worn.

Makeup and jewelry should be inconspicuous, and extreme hair styles are to be avoided. No tattoo choker necklaces, nor any kind of choker necklace may be worn. One pair of earrings may be worn in the ear lobe.

Elementary girls should not wear high heels. No shoes or sandals without a back or back strap may be worn, (a matter of safety).

Dressy T-shirts may be permitted at the discretion of the administration.

Any article of dress that the administration feels is immodest or is not appropriate to the occasion (gauchos, plunging necklines, see-through attire, etc.) will not be allowed.

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## Boys

Shirts should be buttoned up to and including the second button from the top. Football jerseys, or shirts with hoods are not permitted. All shirts must be tucked in. In the junior high and high school , all shirts must have fold down collars.

Only long pants in neat condition are acceptable. The pants must have belt loops and a belt must be worn. Blue jeans, faded or bleached out pants or jackets, flannel, casual or painter style pants are not acceptable dress. Belts are to be worn with slacks (this does not apply to little boys pants that have the elastic around the top or back) that are so designed. No necklaces, bracelets, chains, or earrings may be worn.

Hair is to be neatly trimmed and tapered -- off the eyebrows when combed forward, off the ears, and off the collar when combed down or back, whether or not hair is worn that way. Hair is to be tapered, not blocked in the back and on the sides. Extreme hair styles should be avoided such as: special lines and designs cut into the hair. Spiked, bleached, and dyed hair are not acceptable and should not be worn. The administrator will make the final decision on hair cuts. He will also do hair checks at his discretion.

Sideburns are to be no longer than the middle of the ear; moustaches, goatees, and beards are not allowed. Boys must be clean shaven as maturity warrants.



## Extracurricular

Sports activities are an important part of Heritage Christian School. However, a proper balance between athletics and the other areas of activity in our school must be maintained.

### Eligibility for Athletic Participation

Parents are the final determiner of academic eligibility. The school recommends that in most cases students who do not maintain a C average should be withheld from athletic participation.

Students who receive five(5) detentions in a semester will be ruled ineligible for the remainder of that semester.

Students ineligible at the end of the school year will remain ineligible at the beginning of the next school year.

### Level of Athletic Participation

Junior High - Grades 6 thru 8  
Junior Varsity - Grades 9 thru 12  
Varsity - Grades 9 thru 12

7th & 8th grade students will normally not be allowed to play on JV or Varsity teams. 5th grade boys and girls may be included on the junior high teams, if necessary.

### Practice

Practice schedules will be posted by the athletic director for various sports. Any excuse from practice should be obtained in advance from the coach.

Boys are not allowed to observe girls' practices.

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## **Game & Practice Days**

Any student who is not in full attendance at school on the day of a game or practice will not be allowed to participate in practice or game that day. (Exception may be made for pre-scheduled doctor or dental appointments.)

## **Sports Trips**

All players, statisticians, managers, etc. must travel to away games on the team bus and/or van and must return to the school on them also unless the coaches are given in advance written parental notification allowing them to ride home with parents or another specified adult.

## **General Conduct**

Students participating in athletics are to maintain a proper Christian testimony, display good sportsmanship, and show proper respect to coaches and officials at all times.

Students not actively participating in athletics are encouraged to support our teams by attending as many games as possible. Student fans are also to maintain a proper Christian testimony, display good sportsmanship, and show proper respect to coaches and officials at all times. School spirit shown through enthusiastic cheering is welcomed. Booing is never acceptable.

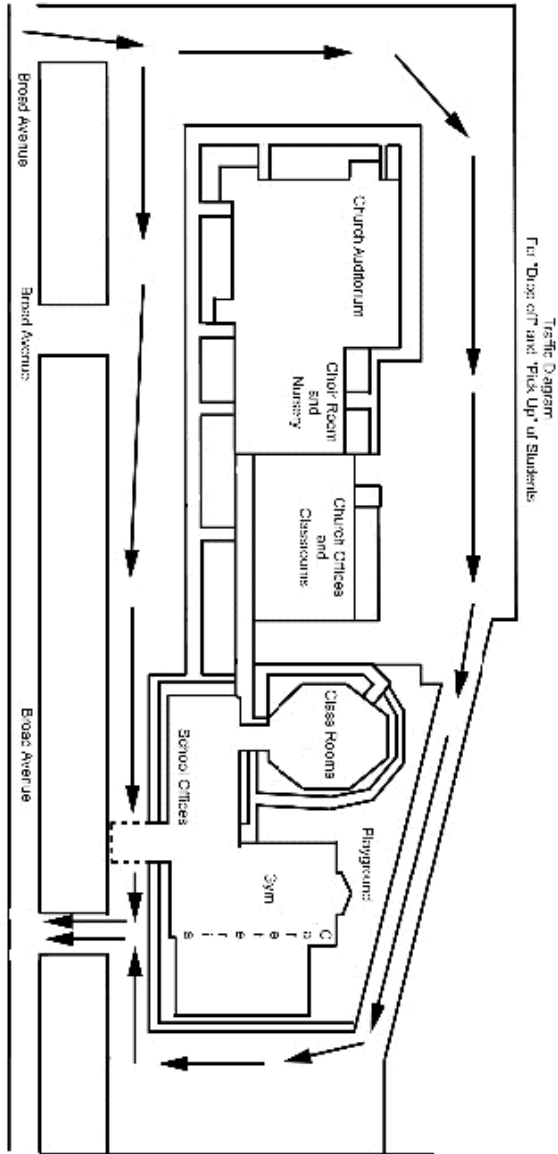
## **Fine Arts**

Heritage Christian School believes strongly in the fine arts. Students are required to be in choir, and band is available to all students from 5th through 12th grades. Private piano lessons are available during the day and after school.

Throughout the year, students will have the opportunity to participate in regional, state, and national fine arts competitions. Participation is strongly encouraged.

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# School Buildings and Traffic Pattern



# Heritage Christian School

2000 Broad Ave.

Findlay, Ohio 45840

Tim England, Administrator



**Administration:** Heritage Christian School is a church run school. The senior pastor is the school superintendent, and the administrator or principal is responsible for the daily operation. A school committee is advisory, and makes policy.

**Community:** Findlay is home to many large corporations and regional offices which have fueled economic growth in recent years. The University of Findlay has grown rapidly in the last decade, and offers some unique majors such as, Bioterrorism, Hazardous Waste, and Equestrian Studies. Findlay is a family friendly community with many parks and free activities such as, picnics, concerts, equestrian competitions, and a children's festival.

**School Characteristics:** The school shares the facility with the sponsoring church, Calvary Baptist Church. The facility is located on twelve acres next to Interstate 75 at exit 159. The school is located in the north end of the facility. The ball field is located on the south end of the property.

**Faculty:** First through Twelfth grade faculty are required to have a bachelor's degree, and they are encouraged to pursue graduate degrees. Currently, there are twelve full time, and three part time faculty members. Seven have masters degrees, and four are pursuing graduate degrees.

**Explanation of Transcript:** One unit or credit equals forty five minutes, five days a week, for 36 weeks. All classes are given equal standing in determining the grade point average.

Heritage is a college prep school that also offers general and basic courses for those who are not college bound students. In the last five years, over eighty percent of Heritage graduates have enrolled in four year colleges.