

destiny christian

ELEMENTARY SCHOOL

~ A Ministry of Destiny Christian Church ~

Handbook - Policies & Procedures

Updated February 2023

Welcome to Destiny Christian Elementary School!

Thank you for choosing Destiny Christian Elementary School. We are excited to partner with you, your child and your family. We desire to offer a Christian education filled with excellence that will meet the spiritual, academic, social, emotional, and relational needs of your child. Our prayer is that your child will develop a solid spiritual and academic educational foundation that will last a lifetime. Job 34:4 tells us, "Let us learn together what is good."

Kindergarten was started in 2010 as an academic institution that operates as a ministry of Destiny Christian Church. In 2018, we expanded to include transitional kindergarten as well as a first grade. Each subsequent school year, a grade level has been added. Grade levels will continue to be added until 8th grade is reached. We identify ourselves as an academic institution that values high academic standards, serving others, and biblical infusion through all subjects. We find that empowering children to make healthy choices in their early years allows them to be successful as they continue throughout their elementary school years. With that in mind, we look for opportunities daily to guide and allow children to make healthy, wise, and safe choices based on Biblical principles. This parent handbook has been compiled to acquaint you with our philosophies, policies and procedures. Please take time to read through this entire handbook and familiarize yourself with our school and our ideals.

The Assemblies of God Statement of Faith

- The Bible is God's Word and His plan for me.
2 Timothy 3:15-17; 1 Thessalonians 2:13; 2 Peter 1:21
- There is one true God. God the Father, Jesus, and the Holy Spirit are one.
Deuteronomy 6:4; Isaiah 43:10,11; Matthew 28:19
- Jesus is God's Son.
Matthew 1:23; Luke 1:31,35
- Everyone has sinned.
Genesis 1:26,27; 2:17; 3:6; Romans 5:12-19
- I can be a Christian because Jesus died for me.
Luke 24:47; John 3:3; Romans 10:13-15; Ephesians 2:8; Titus 2:11; 3:5-7
- I obey and remember Jesus when I take Communion and am baptized in water.
2 Peter 1:4, 1 Corinthians 11:26, Matthew 28:19; Mark 16:16; Acts 10:47,48; Romans 6:4
- The baptism in the Holy Spirit is God's gift to me.
Luke 24:49; Acts 1:4,8; 1 Corinthians 12:1-3, Acts 2:42
- When I am baptized in the Holy Spirit, I will speak in tongues.
Acts 2:4, 1 Corinthians 12:4-10, 28
- With God's help, I can become more like Jesus.
Romans 12:1,2; 1 Thessalonians 5:23; Hebrews 13:12; Romans 6:1-11; 8:1,2,13; Galatians 2:20; Philippians 2:12,13; 1 Peter 1:5
- God uses the Church to do His work.
Galatians 5:22-26; 1 Corinthians 14:12; Ephesians 4:11,12; 1 Corinthians 12:28; Colossians 1:29
- God uses spiritual leaders to help me grow.
Mark 16:15-20, John 4:23,24, Ephesians 4:11-16
- God heals.
Isaiah 53:4,5; Matthew 8:16,17; James 5:14-16
- Jesus is coming soon.
1 Thessalonians 4:16-17; Romans 8:23; Titus 2:13; 1 Corinthians 15:51,52
- For a thousand years, Jesus will lead a time of peace on earth.
Zechariah 14:5; Matthew 24:27,30; Revelations 1:7; 19:11-14; 20:1-6
- Those who do not follow Jesus will be separated from God forever.
Matthew 25:46; Mark 9:43-48; Revelations 19:20; 20:11-15; 21:8
- Those who follow Jesus will live with God forever.
2 Peter 3:13; Revelations 21,22

Affiliations

Destiny Christian School is a member in good standing of the Association of Christian Schools International (ACSI). Destiny Christian Church is an Assemblies of God church.

Teaching Philosophy

At Destiny Christian School we believe the family is the first teacher developing the framework for children to become effective learners. Our goal is to partner with parents in this process and link learning at home with learning at school. We believe that every student has great potential to learn. By setting a positive example to students, our Teachers model lifelong education and a love for God's word.

Mission Statement

Our mission is to help students know and honor God, prepare for a lifetime of academic and spiritual learning, and serve others.

School Colors: Hunter Green and White

Mascot: Explorers

Scripture: Let us learn together what is good. Job 34:4

Expected Goals

Students will learn to know and honor God through Bible memorization, developing a relationship with Jesus through prayer and worship, and develop integrity in their walk with the Lord by exhibiting fruits of the Spirit. (Galatians 5:22-23)

Students will prepare for a lifetime of academic and spiritual learning through rigorous curriculum content that meets each student's individual needs, while being provided standards and benchmarks to meet their individual learning goals. Biblical applications will be found through the love and joy of learning together what is good while exploring the truths in God's Word. (Job 34:4, Psalm 32:8, Psalm 126:3)

Students will willingly serve others as they desire to have a servant's heart, while developing a biblical worldview and showing love to those around them. (Matthew 23:11-12, Luke 10:27)

What We Offer

Enrollment in Destiny Christian School is open as follows:

Transitional Kindergarten: children must turn 5 years old between August 1 of the current year and December 15 of the next.

Kindergarten: children must turn 5 years old by September 1 of the current year.

First Grade: children must turn 6 years old by September 1 of the current year.

Second Grade: children must turn 7 years old by September 1 of the current year.

Third Grade: children must turn 8 years old by September 1 of the current year.

Fourth Grade: children must turn 9 years old by September 1 of the current year.

Fifth Grade: children must turn 10 years old by September 1 of the current year.

Sixth Grade: children must turn 11 years old by September 1 of the current year.

Exceptions to these age requirements are made at the sole discretion of the School Administration.

Children with special needs will be admitted on an individual basis with due consideration to the program offered and the needs of the child. Children who require the full-time support of a classroom tutor employed or chosen by the parents through a private organization must meet with the School Administration prior to acceptance to ensure the philosophy of that program aligns with Destiny Christian School. No child will be excluded solely on the basis of gender, race, religion, or ethnic background.

Our scripturally infused curriculum will enhance children's faith and character qualities in ways that honor Christ, while meeting or exceeding nationwide and state common core standards adopted by the California State Board of Education. Our Teachers utilize Purposeful Design ACSI Bible curriculum, BJU Press Math and, Mc Graw Hill Wonders Reading and Language Arts Curriculum in early grades and BJU Press for math and reading, spelling and grammar in older grades. Scholastic Readers & Alphafriends Phonics, and Mystery Science NGSS science curriculum, BJU Press Heritage Studies History and Geography, along with Handwriting Without Tears for handwriting and writing. Violin, Music, Physical Education and Art instruction are used in all grade levels. The learning outcomes meet or exceed California state standards. Service projects, literature studies, and foreign language instruction at some grade levels round out classroom instruction.

If your child is taking outside violin instruction and those instructions contradict the lesson being provided at school, children are welcome to sit out of the violin lessons and performances. They are able to come to the office for the period of time that their class is taking their violin lessons or performing for their violin recital.

If there is damage caused to the violin, or the accessories provided in violin class due to a student not handling the violin with the care that they are asked to handle the violin and its pieces, the family of the student will be asked to pay for the damage.

Morality Statement

We believe that God wonderfully creates each person as male or female. These two distinct genders reflect the image and nature of God. We believe that the term "marriage" has only one meaning and that marriage is sanctioned by God which joins one man and one woman in a single, exclusive union. We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other and outside of marriage this intimacy is sin. We believe that any form of sexual immorality or advocacy of sexual immorality is sinful and offensive to God. We believe that in order to preserve the mission and integrity of the school as the Body of Christ, and to provide a biblical role model to the students and the community, it is imperative that those employed by the school and those who attend the school should agree to and abide by this Morality Statement.

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. We believe that every person must be afforded compassion, love, kindness, respect, and dignity. Hateful and harassing behavior or attitudes directed toward any individual will not be tolerated and are not scriptural.

Teaching Team

At Destiny Christian School, everyone on our team loves children. All members of the teaching team including the School Administration, Teachers and Teaching Aides, and Support Staff are Christians with a strong personal relationship with Jesus Christ as Lord and Savior. Teachers hold a California Teaching Credential or an ACSI Christian School Teaching Certificate. Team members are strongly encouraged to continue their professional development and education. Team development is conducted throughout the year and includes in-house workshops as well as attending professional development conferences. All team members are trained in CPR and First Aid. Substitutes may be used from time-to-time due to team member illness and scheduled time off.

Class Placement

A formal assessment may be scheduled before or after enrollment paperwork is finalized and a child's registration fee is paid. This initial interview and evaluation allows for the teaching team to meet a child and assess their skills and abilities. This information is used to determine if Destiny Christian School is a good fit for the child and ensure each child is placed in the optimal classroom learning environment.

Hours

Regular school hours are Monday through Thursday 8:15 am – 3:15 pm and Friday 8:15 am-1:15pm. Drop off time will be strictly adhered to between 8:00am and 8:15am. Students who arrive after 8:30am will NOT be admitted to campus unless previously arranged with the school office 24 hours in advance for a medical appointment. Students may be picked up before 2:30pm when arrangements are made with the school office 24 hours in advance. Exceptions may be made for students with established recurring academic intervention and/or mental health services. These exceptions must be cleared through the school office.

On minimum days, school hours are 8:15am – 1:15pm.

Early release every Friday allows Teachers the opportunity to participate in professional learning and collaboration meetings as well as sanitize classroom spaces and materials.

Elementary School Office hours are Monday through Thursday 7:45am – 3:45pm. On minimum days office hours are 8:30am – 1:30pm.

Before & After School Care

Before School Care is available Monday - Friday from 7:30am - 8:00am and includes breakfast for \$90 per month. Students must be signed up on a monthly basis to utilize Before School Care. The price is not prorated for days/times actually used. Before School Care takes place in the gym, next to the elementary sliding doors. Students may enter and check in when the doors open at 7:30am. Drop in availability will be determined the first week of school and will cost \$7 per drop in day if available.

After School Care is available Monday - Thursday from 3:15pm - 5:00pm and includes afternoon snack for \$360 per month. Students may be picked up at 4pm, 4:30pm, and 5:00pm at the sliding preschool doors. Students must be signed up on a monthly basis to utilize After School Care. The price is not prorated for days/times actually used. Drop in availability will be determined the first week of school and will cost \$25 per drop in day if available.

School Rules

1. Make Good Choices - "Choose this day whom you will serve" Joshua 24:15
2. Use Kind Words - "May the words of my mouth be pleasing... O, Lord" Psalm 19:14
3. Keep Your Hands to Yourself - "Prepare your mind for action, be self-controlled" 1 Peter 1:13
4. Listen and Obey the First Time - "Listen to my instruction and be wise" Proverbs 8:33
5. Walk in the Classroom and Hallway - "Jesus came and walked along with them." Luke 24:15

Tuition Rates 2023-24

	School Only 8:15am - 3:15 pm Monday - Thursday 8:15am - 1:15 pm Friday
Monday – Friday 5 days per week	\$6750 annually 10 monthly payments of \$675 (August – May)

Tuition rates are based on annual costs for the ten month school year which runs from August through May. No discounts will be given for holidays, field trips, or days missed because of illness.

During the summer months (June and July) a Summer Camp program may be offered through Destiny Christian Church and will be considered a separate program with separate leadership, registration, and rates.

An annual registration fee of \$275 for returning families who re-enroll within the priority window, the price increases to \$300 for returning families who enroll after the priority window closes. New families pay a registration fee of \$300 until May 31st and \$350 after June 1st. Please note that the registration fee is non-refundable for any reason. The registration fee covers a portion of the cost of curriculum and initial school supplies.

The registration fee is waived for active military families who provide a copy of an active military ID. Please contact the enrollment coordinator for more information.

Tuition is paid via the online FACTS payment portal. After families register, a link is sent to create an account. Payments are made through the portal via credit card (processing fees apply) or bank account drafts, and may be paid monthly, bi-monthly, or semi-annually. A \$30 processing charge will be applied for all returned payments.

Accounts that become thirty days delinquent will result in suspension of the student until the account is current. The student will be readmitted when all past due bills are paid.

After the first day of school, new students who enroll pay full tuition for the month they enroll regardless of their first day of school. The tuition payment is not prorated for the month.

A \$25.00 discount per child is given to families with two or more children enrolled in the preschool and/or elementary school program at the same time.

FACTS Family Portal

Resources for enrolling, updating student data, printing payment statements, and changing account information for tuition payments may be completed by logging into the FACTS Family Portal at www.factsmgt.com. The school code is: DEST-CA.

Lunch Program & Meals

There will **NOT** be a lunch program available this school year. Lunch must be brought from home. Children may bring peanuts and peanut butter products in their lunch. Children with severe food allergies will be seated at an allergy free table when necessary.

Snacks

Each Teacher determines how morning snack will be handled in the classroom. Teachers who ask for group snack will use Sign-Up Genius for parents to choose which snacks to send and will notify parents when snacks are needed. Snacks provided should be healthy and include fruits, vegetables, dairy, and grains. Sugary snacks like

cookies or candy are not an appropriate snack and will not be consumed during class, with the exception of birthday treats. No homemade treats may be distributed on campus.

Birthdays & Special Occasions

Teachers decide how birthdays will be celebrated at school. Parents may ask their child's teacher if sending treats to celebrate a birthday is allowed. Any treats sent will be eaten after lunch. Unless the entire class is included, all birthday correspondence such as cards, invitations and thank you notes must be distributed off campus. In addition, each class may dedicate a portion of the class-time for special occasions (Fall Harvest, Thanksgiving, Christmas, Valentines and Easter). The Teacher will post a sign-up sheet for special snacks or other supplies.

Special Events

Annually the school hosts a Christmas Violin Performance in which the students perform. It is generally held the last week of school in December before Christmas break. An End of the Year Picnic is held on the last day of the school year.

Uniforms

Our uniforms are meant to be budget friendly and encourage students to dress in clothing that will promote a constructive, educational atmosphere free from distractions. Uniform components can be purchased at Old Navy, JCPenney, Amazon, Gap Kids, Target and Walmart, etc. Elementary students are required to wear long-sleeved or short-sleeved hunter (dark) green colored collared polo shirts free from designs and patterns along with black or khaki pants/skirts/shorts.

Girls may wear solid colored black or khaki uniform jumpers or green, black, or khaki dresses. Hunter green Polo shirts must be worn under jumpers. Solid colored sweaters or sweatshirts (of any color) without design or print may be worn in colder months. Clothing must be modest for both boys and girls and must completely cover the stomach and midriff area when arms are raised.

Tennis shoes or rubber soled closed toed shoes and socks are required and are the most appropriate choice for shoes at all times. Sandals, flip-flops, rain boots, and open-toed shoes are not permitted. Parents of children wearing improper shoes will be asked to return to school with an appropriate pair of shoes for their child to change into before the child is allowed to return to class.

In colder months, children who choose to wear a sweater, pull-over, cardigan, or zip up sweatshirt or jacket in class must wear a solid colored black, white, gray, green, or tan item. Patterned or multi-colored sweaters, pull-overs, cardigans, or zip up sweatshirts or jackets that are not solid colored are not allowed to be worn in the classroom. Items students wear outside to and from school, as well as the playground may contain patterns or other colors, but must be removed when entering the classroom.

Hats of any type, thick jackets, gloves, and rain boots may be worn outside, but not inside a classroom.

All student's personal possessions at school including jackets, backpacks, water bottles, etc. must be labeled with their name.
Destiny Christian School will not be held responsible for any lost or stolen items and will not reimburse for lost jackets/coats or other lost items.

Arrival & Pick-Up

Students may be dropped off between 8:00am and 8:15am, unless they are enrolled in the monthly before school care program. Students who arrive after 8:30am will **not** be admitted for the day, which means a child will not be allowed to come to school, will not be admitted to the building, and must return home unless the school office has been given 24 hours notice.

Students will only be released to individuals authorized to pick up as noted on the student's emergency card. If an individual not on the list arrives at the school to pick up a student, the school will not dismiss the child until parents have been reached for authorization. There are no exceptions. Students may be picked up before 2:30pm only when the office has been notified 24 hours in advance. No students may leave campus between 2:30pm - 3:15pm except in the case of extreme emergency.

Designated parking, drive through lines, and class line up spaces along with the most current drop off and pick up procedures for the current school year will be determined each July and emailed to parents before the first day of school.

At the beginning of the school year, families are given two pick up cards with their child's last name along with a car tag that hangs on the rear view mirror. Please have these tags displayed on the rear view mirror and laying on the dashboard of the passenger side of the car picking up the child while using the designated pick up line.

Please **DO NOT** leave infants, toddlers or young children under 6 years old unattended in a car (regardless of whether the engine is running or not) during drop off or pick up a child. It is not safe, nor is it legal, unless there is a child 12 years or older in the car. The school's 5 minute parking spots are NOT designed so infants, toddlers, or children under 6 remain unsupervised in a vehicle while drop off and pick up is taking place. If assistance is needed at drop off or pick up, please call the school office at 916.788.2827 and press 0. If someone is available, the office staff will be happy to assist. Parents who violate this policy may be subject to immediate termination from school.

The Destiny Christian School campus is a closed campus and students may not leave school grounds unaccompanied, even during recess and lunch.

DOGS or any other pets, who are not identified with a vest as a service dog/pet, are not allowed outside a vehicle during the school day, including, but not limited to drop off lines and pick up lines.

Students may be dropped off no earlier than 8:00am, unless they are enrolled in the before school care program. All students should walk to the designated line up area and wait for the classroom Teacher. Students will be excused from class at 3:15pm. Students may be picked up after school in the designated drop off/pick up area no later than 3:30pm. Any student remaining on campus after 3:30pm will be placed in after school care and charged \$25 per student through FACTS for a late pick up fee.

Tardies & Absences

We expect families to be on time for school and attend school each day it is in session. Please make every effort to make personal appointments before or after school so the classroom routine is not interrupted. Students may be dropped off between 8am – 8:15am. Students are considered Tardy if they arrive after 8:15am.

Exceptions can be made for students with established recurring academic intervention and/or mental health services. These exceptions must be cleared through the school office 24 hours in advance.

Children are considered tardy if they arrive after their class has left the line up area, but not all classes have moved inside. Families who are tardy two or more times during a one month period shall have a parent Teacher conference to discuss the necessity of arriving at school on time. Families who consistently arrive tardy after the initial meeting with the Teacher shall conference with the School Administration. Five tardies will equal one absence. Tardies and absences are recorded daily and become part of a child's permanent school record. This record will follow students throughout elementary school.

All student absences must be reported to the school. Parents must use the absence reporting form on the website or call the school at 916.788.2827 x 2 and let the office know by 9:00am if a child will be absent. Missed classroom work due to student absences in excess of two days may be requested by emailing the classroom Teacher.

Excused absences are those relating to illness or a death in the family. Arranged absences are those made in advance with the Teacher where school work is given in advance and due when the child returns to school. Arranged absences in excess of 5 school days may require the approval of the School Administration. Unexcused absences are those that fit into neither of the above two categories.

With 24 hours advance notice by emailing office@destiny.school, late drop off for medical/dental appointments, and early pick ups before 2:30pm are available. Please bring a note from the medical office if you arrive late to school due to an appointment.

Excessive absences and tardies without medical reasons may result in academic probation.

Sample Schedule – This varies by grade and teacher

- 8:00 First Bell Rings – Children begin lining up
(Please note that children line up outside beginning at 8:00am - NO EARLIER)
- 8:15 Second Bell Rings - Children walk inside
Bible / Language Arts
- 9:30 Recess Break
Small Group Rotations Reading / Math
- 11:30 Lunch/Recess

12:30 DEAR time Drop Everything and Read / Journals
Large Group Learning Geography / Social Studies / Science / Art
Specials / PE
3:15 Pack Up & Dismissal Bell

Water Bottles

Water is available to all students whenever they wish. However, Teachers encourage the use of individual water bottles to keep students hydrated and healthy. Students are required to bring a water bottle labeled with their name. Only water may be consumed in class inside the water bottle unless a medical condition exists. In that case, a note from the child's doctor must be on file in the school office.

Backpacks

All students are required to bring a backpack to school every day. It must be labeled with their last name and room number between the back straps. Younger student's backpacks should contain a complete change of clothes (pants/shirt/socks/underwear) stored in a gallon sized zip lock bag. Due to space concerns, NO ROLLING BACKPACKS are allowed.

School Supplies

Destiny Christian Elementary provides the necessary curriculum and supplies to begin the school year. Tuition covers the cost of initial classroom supplies. From time to time Teachers may request specific items necessary for a learning unit or when they have depleted the supply of an item provided at the beginning of the year. For parents who wish to contribute additional supplies, Teachers will hand out a list at the beginning of the school year. Classroom donations of Kleenex, Clorox Wipes, and Lysol/Microban spray are always appreciated by Teachers.

Chapel

Once a week, students will participate in Chapel Worship Time on Tuesday mornings.

Scripture Memorization

Destiny Christian Elementary encourages the memorization of scripture for every child as part of the Bible curriculum. The Bible tells us in Psalm 119:11, "I have hidden your word in my heart." The NIV version of the Bible will be the primary version used for scripture memorization and classroom reading. Classroom Teachers may use other versions to enhance learning.

Visitors & Volunteers

Access to the campus during the school day is limited to volunteers who have a completed live scan background clearance on file with Destiny Christian Church/School. Please see your child's teacher regarding opportunities to volunteer. Visitors who attend performances or school events are not required to have a live scan and may attend any event. Parents who attend a field trip must have a completed live scan.

Volunteers are expected to maintain confidentiality while on campus including but not limited to: discussing student behaviors observed with other staff/students/parents, commenting on a teacher's classroom management to other parents, etc.

Meet the Teacher Night

The first Monday of August the school hosts Meet the Teacher where families may meet their child's Teacher, see their new classroom, and become familiar with their new surroundings. All families are encouraged to attend this drop in event. More information is sent home in late July/early August.

Back to School Night

Back to School Night is held on the third Monday of August from 6:30-7:30pm. A general group session is held in the gymnasium/atrium and then teachers present their classroom schedules, curriculum content, and go over classroom policies and procedures in their classroom. This event is for parents only. Limited availability for childcare is available for children ages two through ten on the playground at no charge.

School Closings

Destiny Christian Elementary shall observe the following holidays:

-Labor Day	-On or near Columbus Day- Teacher in-service day
-Thanksgiving Break (The entire week of Thanksgiving)	-Christmas Break (The last two weeks of December)
-New Year's Day	-Martin Luther King Jr. Day
-President's Day	-Easter Break (The week before Easter including the Monday after)

Please see the published school calendar for exact school closure dates.

Minimum Days

On a minimum day students attend class from 8:15am - 1:15pm. Every Friday is a minimum day. During the Parent Teacher conference week in November the school allots 3 days for the Teaching Team to hold Parent Teacher conferences. On these days, after school care will NOT be available.

When calculating tuition costs for elementary school, minimum days are calculated in the yearly costs for tuition.

Field Trips

Classroom teachers will notify parents of any scheduled off-site field trips at least two weeks prior to the scheduled trip. Often teachers will plan an on-site field trip for students. Parents or guardians who attend field trips are required to have a cleared live scan on file.

Transportation

It is the sole responsibility of the parent or guardian to provide transportation for their child to and from Destiny Christian School. Pick up and drop off transportation services are not offered.

School Tours

Please see the virtual tour offered online at the school website. Generally an Open House is held in spring for prospective families.

Shared Facility

Parents should understand that Destiny Christian School runs as a ministry of Destiny Christian Church and as such our facilities are shared. Not every event taking place on campus during school hours will be communicated with parents. The doors and gates surrounding the school are always secured. The School Administrator is only obligated to communicate with parents if the school is ever put on a formal lockdown.

Waiting List

When enrollment in the classroom has met capacity a waiting list will be implemented. In order to be placed on the waiting list, parents must complete the online Admissions Application. Once a space becomes available, the parent of the first child on the waiting list is notified via text and email that a space is now available. Parents have 48 hours to respond via text or email to accept the available space for their child and return any remaining paperwork due. If a parent does not respond, the spot is offered to the next child on the waiting list. The school reserves the right to limit the number of students on the waiting list and close the Admissions Application during the school year.

Technology Use Policy

Technology enhances curriculum and provides Teachers the opportunity to engage students on a platform relative to their world. Classroom iPads and student issued chromebooks with strictly controlled access to the internet are used in classrooms for beneficial instructional objectives. Teachers are charged with training students on how to responsibly use technology while at school. Students will be held responsible for their behavior while using classroom technology. Use of technology is considered a privilege and as such, can be revoked for misuse. Misuse includes, but is not limited to, viewing inappropriate or restricted content, damaging the device, and/or removing a device from school property. Students may not access social media sites while at school on either their own personal device or the school's device.

Families of students who damage a school issued chromebook and/or other school issued classroom technology components, may be held responsible for the replacement cost if it is determined by school personnel that damage due to student misuse of the device, including but not limited to: spilling liquid on the device, repeated pounding in frustration on the device, and/or repeated dropping or throwing the device, occurs.

Parent Cell Phones Use on Campus

Parents are asked to refrain from speaking on their cell phones while inside the school building, while volunteering in the classroom or on the playground, while attending school events, or at drop off or pick up lines, where children are present.

Student Cell Phones Use and all Smart Devices

Students may not use cell phones at any time while on campus. Students who bring a cell phone to school for any reason must keep it on silent in their backpack at all times during the school day and after school care hours. They may check their phone only with Teacher or administration approval. Teachers will confiscate a student's cell

phone for the day if it is out of a student's backpack and/or becomes a distraction in the classroom. The school will not be held responsible for the loss or damage to a student's cell phone for any reason.

Smart watches, wifi enabled watches, fit bits, etc. may not be worn at school. Students will surrender such devices and the device may be retrieved by the student's parents at the end of the school day. In the event that the same student has a device taken more than 3 times with the school year, the device will be returned at the end of the school year. The school will not be held responsible for the loss or damage to a confiscated device.

Withdrawal Policy

Two weeks' written notice to the School Administration, via email, is required to withdraw a child from school. Families are still responsible for tuition during those final two weeks. Destiny Christian School reserves the right to issue a 30 day notice of termination to a student/family for any reason.

Child Assessments

Throughout the year Teachers will evaluate children in regard to their developmental progress in the areas of Literacy and Language Arts, Mathematics, Science, Social Studies (including History and Geography), Visual and Performing Art, Music and Physical Education as they relate to the California State standards as set forth by the California State Board of Education. Children will also be assessed on Bible knowledge and age appropriate social skills.

Destiny Christian Elementary follows a trimester schedule. Annually progress reports are sent home in September, December, and April. Report cards are sent home in November, February and May. Parents receive copies of both assessments with notes from the Teacher.

Parent Teacher conferences are held during November. Students attend minimum days with a dismissal after lunch during conference days. At any time during the school year, parents may set up an appointment with their child's Teacher to discuss their child's progress. Please submit the request to the Teacher in writing via email or the Class Dojo App. Teachers prefer to correspond with parents via email or the Class Dojo App.

Grading

Grading will be performance based and standards based each trimester.

The following markings will be given for personal development, physical education, and arts:

O/Outstanding

S/Satisfactory

N/Needs Improvement

X/Not evaluated at this time

The following markings will be given for Reading, Speaking/Listening, Math, Science, Bible, History/Geography:

1/Making Minimum Progress toward Standard

2/Making Progress toward Standard

3/Meeting Standard

4/Consistently Above Standard

Students must meet or exceed standards and perform at grade level to be ready for and promoted to the next grade level. Students who may need to repeat a grade level will be given priority registration. Repeating a grade assists children who are struggling with key academic concepts become proficient with these skills.

Homework Policy

Destiny Christian School has adopted a No Homework Policy. Teachers will not consistently assign subject-related nightly homework, however, reading for 20 minutes each evening is required. A student who does not complete class work during the school day will have that work sent home and in that case, it is expected that the student will return the work the next school day.

Standardized Testing

The Iowa Assessment Standardized testing is administered online annually in April to all students in grade levels Kindergarten and beyond. This assessment is a standardized, norm-referenced test. Transitional Kindergarten students do not participate in standardized testing at this time. Results are available online for parents in late May/early June.

Discipline Policy

The goal of our discipline is to develop Christ-like attributes within the child. Teachers are trained in the Nurtured Heart Approach to classroom discipline. Teachers and school staff offer appropriate choices to students to help them develop skills in positive decision making. Students receive positive reinforcement for favorable behavior as well as a reset for unfavorable behavior. Teachers follow a daily routine and establish consistent rules with logical consequences. Students learn and play best in an environment where they know what comes next. They develop a sense of control, and this builds their self-esteem. Discipline is a continuous, day-to-day process designed to help a child become self-disciplined, learn self-regulation and ultimately be able to obey God's direction. These three stands provide the basis to work toward this goal: Absolutely No, Absolutely Yes and Absolutely Clear.

Stand 1: Absolutely No - Teachers refuse to give their time and energy to negative misbehavior

Stand 2: Absolutely Yes - Teachers relentlessly pursue and celebrate success

Stand 3: Absolutely Clear - Teachers offer rules and consequences that are clear and consistent

Students are coached to Stop, Breathe, and Go.

Teachers use observation and documentation records when a student's behavior is consistently outside the normal range for most children. These documentations help Teachers establish a pattern and see what triggers during the school day may contribute to undesirable behavior. Parents will be notified if discipline or behavior patterns with their child become a concern. A conference will be scheduled between Teachers and parents if a student's negative behaviors cannot be redirected on a consistent basis. During a conference, the parents, student (when appropriate), and teacher/administrator will discuss the incident/s and determine the best course of action.

Conflict that arises during the school day, including recess times, when students are supervised by lunch/recess duty staff, will be handled at school whenever appropriate. Should conflict escalate, then students will be referred to the office. Office staff will determine next steps. Next steps can include one or all of these:

Teachers/Administration will counsel the student, inform the parent of the nature of the problem, seek parental input, and/or communicate any consequences applied at school for the future due to the misbehavior.

Repetitive misbehavior may result in suspension. The school administration will determine if in-school or at-home suspension is warranted. An in-school suspension may require cleaning restrooms and other areas of the school campus under adult supervision.

Violent or Unsafe Behavior

If a child displays violent, unsafe, or continually inappropriate behavior at school, the school will contact the parents, or, if the parents are not available, the emergency contact person. The same applies to students using foul language. Parents must make arrangements to have their child picked up within 45 minutes of the notification. While a child is waiting to be picked up, they will be sent to the office.

In the event that a child bites another child or an adult during the school day or the after school care program, the parent/guardian will be an immediate call home and the parent/guardian of the biting child will be asked to pick up their child immediately from school. The child is welcome to return to school the following day. If biting continues upon the child's return to school, the parent/guardian will be called to pick up their child and the school administrator, in consultation with the teaching team as well as the parent/guardians, will determine the date that the child may return to school.

If the school administration determines that a child poses an immediate danger to themselves or others, the child will be removed from class and a conference, either in person or over the phone, with the child's parents/guardians will be called. The child may not return to school until a date determined by the school administration. The school administration reserves the right to request that a family seek outside counseling services for their child to continue enrollment or allow readmittance.

Teacher/Student/Family Interactions

All efforts will be made to ensure that Teachers have healthy, appropriate interactions with students and their families. When one Teacher is in a room with only one student or one parent, the door will remain open at all times. Teachers are prohibited from sending personal texts or emails to students or parents that do not relate specifically to academic content. Parents are also asked to refrain from communicating with classroom Teachers via text and/or on social media regarding their child and their child's school experience.

All classroom Teachers use the Class Dojo app. Parents will receive a unique code to sign up with Class Dojo. This is a Teacher's preferred method of communication. Some classroom Teachers utilize Google Classroom. Teachers also use school email to send messages.

Classroom Teachers are given 24 work hours to respond to communication from a parent/guardian. Teachers respond during their work hours between 7:45am – 4:15pm Monday through Friday and are not obligated to respond outside of those times. Parents are asked to respect the time Teachers spend with their own families outside of their work hours.

Distance Learning

In the event where the local or state health department requests school closure, our Teaching Team will implement a distance learning plan for students to continue learning at home and communicate the details of that plan at that time. It is the desire of Destiny Christian School to remain open at all times for in person learning instruction.

Earthquake and Fire Drills

Drills are performed every four months so students will know what to do in case of an emergency.

Health

Every child's health is critically important to us. Please do not bring a child to school if he/she has:

- Vomiting and /or Diarrhea – must be symptom free for 24 hours (1 full day)
- Fever Alone (temperature of 100.4° or higher) – must be symptom free for 24 hours (1 full day) to return without taking fever reducing medication
- Excessive Coughing with phlegm – must be symptom free for 24 hours (1 full day) to return
- Lingering Dry Cough - documentation from a medical professional that no contagious elements are present
- Clear Runny Nose – documentation from a medical professional that symptoms are related to allergies otherwise symptom free for 24 hours (1 full day)
- Yellow/Green Runny Nose – must be symptom free for 24 hours (1 full day) to return
- Rash or Spots – must be given medical clearance from a medical professional to return 24 hours (1 full day) after onset of spots/rash
- Inflamed, Weepy, Oozing Eye - must be seen by a medical professional and return with documentation stating that treatment is being given or is not required
- Fever (temperature of 100.4° or higher), coughing, sore throat, headache, body ache, chills, and shortness of breath - when two or more symptoms are present, the individual must see a healthcare professional and may return after 48 hours (2 full days) so long as they are fever free (temperature lower than 99°) for 24 hours (1 full day) without taking fever-reducing medication.
- For conditions that present symptoms but are not contagious, documentation from a medical professional will be required.

Should a child become ill at school, parents/guardians will be contacted. If parents/guardians are not available, the emergency contact persons will be called. Arrangements must be made immediately to have the child picked up within 45 minutes. While a child is waiting to be picked up, they will be sent to the office.

Communicable Disease

Parents must inform Destiny Christian School within 24 hours, or the next business day after their child or any member of their immediate family has developed any communicable disease. These include, but are not limited to: strep throat, chicken pox, mono, measles, malaria, pink eye, lice, rabies, mumps, hand foot mouth, and COVID-19. Life threatening diseases must be reported immediately.

Please **DO NOT** send a child who is sick to school!

Medication Policy

Children who require medication at school, whether prescription or non-prescription, must have a completed "Medication Release Form" packet on file and provide a letter from their doctor outlining the administration of the medication. All medication(s) must be in their original container(s). Medication is given to students only under strictly controlled conditions by Destiny Christian School staff.

Parents/guardians are asked to list chronic medical conditions on their child's registration form. Children with asthma are welcome to keep an inhaler at school. This inhaler will remain in the school office and be administered by school personnel after the medication release form and instructions from the child's physician are on file.

Injuries

In case of minor injuries, First Aid will be given at school by trained staff. In more serious injuries or illnesses, parents or the emergency contact, if needed, will be notified immediately. If they are unavailable, the School Administration or designated Teacher will make the decision for treatment based on her evaluation of the child, and

may call the paramedics. Teachers will write up and provide the parent with a copy of an Accident Report only for all injuries that result in the need for ice packs, head injuries, or bandages.

Parental/Guardian Rules of Conduct

In the best interest of the Teachers, students and parents, parents themselves shall adhere to the following rules. Failure to do so may result in the dismissal of the student.

- Support the mission and spiritual position of Destiny Christian School.
- No professional solicitation - please do not add other parent emails to a business email distribution list.
- Please do not interrupt class without checking in at the School Office first.
- Promptly drop-off and pick-up your child.
- Please do not use drop-off and pick-up times for an in depth conference time with your child's Teacher. Instead, submit a written request either by note, Class Dojo or via email for a private conference with the Teacher to discuss any concerns you have about your child. Parents/Guardians may also leave the Teacher a phone number and request that the teacher call them at a convenient time either before school between 7:30-8:00 am or after school between 3:30-4:15 pm.

Suspensions & Terminations

Suspension and/or Termination from school is rare but can occur for any reason listed below:

- Student's refusal to cooperate with school personnel.
- A parent's refusal to support the mission and spiritual position of the school.
- Failure to pay tuition or being consistently late with tuition payments.
- Arriving after 3:30pm five or more times to pick up a child.
- Refusal by parent or child to cooperate with Destiny Christian School policies.
- A continually disruptive child to the point of detriment to other children.
- Child's behavior is a danger to him/herself or other children.
- Parents leave young children unattended in a vehicle during drop off or pick up.

Before a child is suspended or terminated, a meeting with the School Administration may be requested by either party. Destiny Christian School reserves the right to issue a 30 day notice of termination to a student/family for any reason. The decision of the School Administrator will be final.

Conflict Resolution

It is the hope of Destiny Christian School that all matters involving conflict be resolved initially between the parties involved. Should a concern or dispute arise with a staff member or another parent, please deal directly with the person with whom the grievance is held. Should the matter not be resolved satisfactorily, a conference with the School Administration may be scheduled.

If there is a problem, parents are asked to go in a Christian manner directly to the Teacher first, then the School Administration second. Constructive recommendations and solutions are most welcome, but destructive and/or vicious attacks on Destiny Christian School, church, staff, other children, or administration will not be tolerated.

Communication of Conflict/Concerns at School

Students are encouraged to report conflicts/concerns that arise during the school day to a Destiny Christian School staff member as soon as the conflict/concern arises. This should be done on the same day that the conflict/concern takes place. It is imperative that students communicate IMMEDIATELY with a teacher, administrator or lunch staff when there is an issue that arises at school with another student and/or a teacher or staff member in regard to a concerning behavior. A delay in communication makes it challenging for school staff to address a behavior concern after the fact.

Abuse

All Destiny Christian Elementary staff members are mandated reporters and are required by law to report suspected instances of neglect, physical abuse, and sexual abuse to the Children's Protective Services (916-875-5437).

Immunizations

Children must be immunized per SB 276 & SB 277 with:

- Polio (4 doses at any age, but 3 doses if one was given on or after the 4th birthday)
- Measles, Mumps, and Rubella (2 doses on or after the first birthday),
- Diphtheria- Tetanus-Pertussis (DTaP - 5 doses at any age, but 4 doses if one was given on or after the 4th birthday)
- Hepatitis B (3 doses at any age)
- Varicella/Chicken Pox (2 doses or give date of the disease with a doctor note)

An up-to-date immunization record or a medical exemption through the state's CAIR-ME system that meets the requirements of SB 276 & SB 277 must be presented at the time of enrollment.

In the Event of an Emergency (Medical, Dental or other)

In the event of any type of emergency, if a parent or guardian cannot be reached, Destiny Christian School will contact the physician(s) listed on the child's registration forms or will call 9-1-1 and have the child transported to a local hospital emergency room for care. Destiny Christian School staff will make medical decisions regarding a child's health and safety only in the event that a parent or guardian cannot be reached in a timely fashion. Destiny Christian School, Destiny Christian Church or its employees may not be held liable by a child's parents for care provided or decided in the case of an emergency. Parents are responsible for all expenses incurred.

Modifications to the Handbook

Destiny Christian School reserves the right to modify any conditions in this parent handbook upon 30 days written notice to the parent or guardian. An updated handbook will be emailed to parents as well as placed on the school website and resource document section of FACTS.

Admissions Policies and Procedures ~ Enrollment requirements

Destiny Christian School Administration reserves the right to require that any enrolling student complete an academic assessment designed to assess the student's ability to complete grade level material. Destiny Christian School Administration also reserves the right to suggest a child be held back or moved ahead a grade level based on the results of this academic assessment. The following documents must be completed and submitted online prior to a child's guaranteed admission into Destiny Christian School. Destiny Christian School reserves the right to deny enrollment to any student for any reason.

*1. Each student must submit a copy of the prior year's report card or academic assessment for review. Academic and behavioral records shall be considered.

2. Online Enrollment Application & Agreement

3. Most current copy of Immunization Record

4. Physician's Report

5. Oral Health Assessment

*6. Copy of Birth Certificate

7. Non Refundable Registration Fee

*New students only – current DCP School students have these items on file.

Class placement is not guaranteed until each of the above items are completed and returned to Destiny Christian School via the online application and enrollment process. This includes payment of the registration fee online.

Please direct any comments, questions or concerns to the School Administration.

The team at Destiny Christian School looks forward to providing an academic, enriching, Bible-based elementary school education for the upcoming school year.