



# Missionary Christian School

## Student Handbook

Missionary Christian School  
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**\*\*EACH NEW STUDENT WILL BE REQUIRED TO TAKE A  
PLACEMENT TEST TO ENSURE EACH STUDENT IS PLACED IN  
THE CORRECT GRADE**

**THE HANDBOOK IS CURRENTLY UNDER CONSTRUCTION FOR THE 2024-  
2025 SCHOOL YEAR**

**2024 - 2025**

Philippians 1:6 “Being confident of this very thing, that He which hath begun a good work in you will perform it until the day of Jesus Christ”

Thank you for the opportunity to invest in and educate your child(ren) in the 2024-2025 school year. We are looking forward to another fabulous year and excited to see what God will continue to do in, and through Missionary Christian School.

## **Missionary Christian School Goal**

At Missionary Christian School, we strive to foremost honor and please the Lord in everything that we do. This is the overriding desire and principle in which we operate. Furthermore, we desire to deliver a Godly, loving, and nurturing environment while providing a tremendous education for our students. We exist to assist parents in training their children for the glory of God and for the service of the Lord.

## **From the Administrator**

As we look forward to this upcoming school year, I want to briefly share a thought that the Lord has placed on my heart. There are many things that are vying for the attention of our children, some good, and some not good, but I want to urge you as students and parents to remember Joshua 1:9, “Have not I commanded thee? Be strong and of a good courage; be not afraid, neither be thou dismayed: for the LORD, thy God is with thee whithersoever thou goest.” I encourage you all to not only remember these words spoken by God, but to practice these words. Difficult times may come, but we must remember that “the LORD thy God is with thee whithersoever thou goest.” As we begin the 2024-2025 school year, I covet your prayers for the students, parents, staff, and faculty of Missionary Christian School; for without God’s blessings and guidance, we simply cannot succeed.

## **Admissions**

The enrollment procedure for Missionary Christian School is as follows:

1. New applicants must be interviewed by the Administration (Administrator, Pastor, and/or School Board) of MCS with at least one parent or guardian present. It is strongly suggested that both parents or guardians be present if at all possible.
2. It is also required that previous transcripts be available to be reviewed by Administration.
3. It is also required that each new student entering 1st-12th grades complete a placement test PRIOR to being placed in a class. This ensures each new student is placed correctly prior to the school year.
4. The Student Registration Packet must be filled out completely and submitted along with the full registration fee prior to any student being enrolled.
5. All required documents (Birth Certificate, SC Immunization Record, and anything else the Administration deems necessary) must be submitted prior to enrollment.
6. Age Requirements for K5: Child must be 5 by October 1st of current school year.
7. At least one or both parent(s)/guardian(s) and student (6th grade and above) must sign an agreement stating that they have read and agree with the principles as set forth in the Missionary Christian School Handbook. The parent/guardian signature for K4-5th grade will also verify that their child(ren) understands and agrees to adhere to the policies and principles set forth by MCS.
8. Once each of the above requirements is met, then the student will be enrolled in class at MCS.

## **Re-Enrollment**

All students must re-enroll each new school year. The Student Application Packet must be completed and submitted, along with the registration fee paid before your child(ren) can be re-enrolled.

## Withdrawal and Dismissal (Expulsion)

Withdrawal from Missionary Christian School must be made in person by the parent(s) and/or guardian(s) through the Administrator and school office. If a student is withdrawn during the school year, per the Financial Agreement signed and submitted in the Student Registration Packet, it is the parent(s) and/ guardian(s) responsibility to pay the full tuition whether or not the student finishes the entire school year. Report cards and official records will not be released until all bills have been paid and all textbooks and materials returned to MCS. Furthermore, a student may be dismissed (expelled) at any time he/she is found not to be in compliance with the principles and policies of Missionary Christian School. Students dismissed (expelled) will not be allowed to re-enroll during the current school year. Parent(s) and/or guardian(s) must meet with the School Administration before any consideration of re enrollment.

## Financial Responsibility

I understand that as the parent(s) and/or guardian(s), I am responsible that:

1. Tuition payments are due on the 1st of each month (except for August which is due on Open House night). All payments are considered late if they are not paid by 3:00 PM on the 10th of the month. A \$25.00 fee will be charged at this time. If tuition is not paid 30 days past the due date, my child(ren) will be withdrawn from class at MCS and cannot attend classes until all accounts are current.
2. There will be a \$25.00 charge for any check or bank draft returned for insufficient funds. A second offense will result in a \$50.00 charge, and from this point forward I must pay all remaining tuition payments in cash.
3. I am responsible for the Full Tuition whether my child(ren) finishes the school year or not. The monthly payments are for my convenience only.
4. The registration fee is non-refundable and is **DUE IN FULL BY July 26th.**

## **Attendance Policy**

It is the parent(s) and/or guardian(s) responsibility to make sure each student gets to school on time. Morning Assembly starts promptly at 8:00 AM. Any student not in his/her assigned seat by 8:00 AM will receive an unexcused tardy. In addition, any student arriving after the dismissal of the Opening Assembly will be required to be signed in by a parent or guardian. An official excuse (doctor's note) is required for any tardy to be classified as "excused." Five (5) unexcused tardies will result in one unexcused absence. Ten (10) unexcused absences may require that a student repeat their current grade level. An official excuse (doctor's note) is required for an absence to be classified as "excused." Developing habits of timeliness is critical to success in life and strongly emphasized by MCS. Excessive unexcused absences and/or tardies disqualify a student from the Honor Roll.

## **Arrival/Dismissal Policy**

The school building will be open for student drop-off at 7:30AM. Students are expected to enter the Auditorium and sit quietly until Morning Assembly. Each student must be picked up no later than 3:10 PM. Any student arriving after 8:00 AM must be signed in by a parent or guardian. Any student leaving school early must be signed out of the school office by a parent or guardian. Any student with driving privileges must sign himself/herself in or out and have a note from a parent/guardian giving permission to arrive late or leave early.

## **Late Stay / After School Program**

We are excited to offer a Late Stay / After School Program for parents/grandparents/guardians that are unable to pick up their child(ren) between 2:45-3:10 pm. Any student not picked up by 3:10 pm will automatically be sent to the Late Stay program and will be charged for the day. The cost is \$5/day. You may pick up your child(ren) anytime prior to 6:00 pm. If your child is not picked up by 6:00 pm, there will be an additional \$3 charge for every 10 minutes after 6:00 pm that your child is not picked up. Invoices will be sent at the end of the month and will be due with the following month's tuition payment. During Late Stay, your child will be given at least 30 minutes to work on school assignments, time to eat a snack, and play time to let off some energy. More information will be given at Open House.

## **Inclement Weather**

In the event of inclement weather, MCS Administration will make a decision in light of the current weather conditions and forecast. The decision will be communicated via The Remind: School Communication App. Please keep in mind the decision made by MCS Administration may not correspond with the School District of Pickens County.

## **Emergency Evacuation**

The Emergency Evacuation Plan will be rehearsed with students and staff the first week of school.

## **Field Trips**

The field trips that MCS engages in are designed to be educational and fun. Each student is expected to participate in ALL planned and announced field trips. It is also the responsibility of the students to bear their share of the financial costs. School dress code is to be adhered to at ALL times on field trips (unless otherwise noted). A permission slip (form) must be signed and returned by the listed return date along with the full payment.

## **Insurance**

Missionary Christian School does not provide accident insurance for students. While the school is sympathetic to any student involved in an accident while on school property, it cannot be held responsible for reimbursing medical costs resulting from an accident.

Parent(s)/guardian(s) are responsible for insurance coverage through their own insurance provider or by direct payment to the doctor or facility used.

## **Health Services**

Missionary Christian School has the following over-the-counter medications that can be administered to any student with parent/guardian approval. Approval should have been given and signed in the Student Registration Packet. Parent/Guardian will also be contacted by phone/Remind App when your child needs medication or first aid. This includes Tylenol, Motrin, Tums, Mylanta, Pepto Bismol, Neosporin, and other basic over the counter medications including the application of rubbing alcohol, peroxide, first aid cream, etc.

Any over-the-counter medicine that a student needs throughout the day or one that has been prescribed by a doctor must be taken to and kept in the school office at all times.

At no time is it permitted that a student be in possession of any medication, over the counter or prescribed. It is the responsibility of each parent/guardian to fill out an authorization form provided by the school which clarifies when and how the medication

is to be administered. Should legal action, for any reason, be taken against Missionary Christian School or any employee or agent thereof, on my child's behalf and the school or its agent not be found at fault, I agree to pay any attorney fees, court fees, damages or other costs that Missionary Christian School or its agent should incur to defend itself against such action.

## Lunch

Each student is required to bring lunch each day. The Staff of MCS asks that a cold lunch (sandwich, Lunchables, etc....) be brought if at all possible. We do have a microwave available for use if necessary. If a student were to forget his/her lunch, the school will have a few selections available to the student for an additional charge. The prices vary depending on selection and the charges will be added to the student's account to be paid with the next tuition payment. Please make sure to send any necessary utensils (fork/spoon) and condiments each day with your child.

## Dress Code

**NEW DRESS CODE INFORMATION HAS BEEN UPDATED AND HIGHLIGHTED IN YELLOW**

In order to avoid peer competition and foster good behavior, Missionary Christian School requires all students to wear uniforms while on campus (unless otherwise stated by the teachers/staff - e.g. spirit week). **All clothes are to fit properly (not tight), be neatly ironed, and have no holes.** There will also be routine uniform checks done each morning.



## The following is the K5 - 6th grade girls dress code standards:

- Dress Jumper or **Skirt**: Color: Khaki or Navy
  - Dress Jumper Style: sleeveless, solid jumper.
  - Length: modest length (at, or below the bottom of the kneecap MINIMUM (while standing) **and the split must not come above the knee (skirts)**.  
An effective way to make sure the length requirement for dress jumpers and skirts are met is to have your child stand straight with her back against the wall and make sure the jumper or skirt “hits” at, or below the bottom of the kneecap.

**\*\*PLEASE KEEP IN MIND THAT THE BOTTOM OF THE KNEECAP FOR LENGTH IS A MINIMUM REQUIREMENT AND LONGER LENGTH IS ALWAYS BETTER THAN SHORT.**

Students grow throughout the course of the school year so uniforms that meet MCS Dress Code at the beginning of the year may not meet MCS Dress Code later in the year simply due to the growth of the student. (We recommend buying dress jumpers 2 sizes larger for length purposes and to allow for growth throughout the year).

- Undershorts
  - must be worn at all times under a jumper or skirt unless the student is wearing tights or leggings (See “Socks/Hosiery” below). Undershorts must be between mid-thigh and knee length.
- Polo shirt - Solid color (Pink, Navy, White)
  - to be worn underneath a jumper or paired with an approved skirt.
  - Brand name Logos in the upper left corner of the shirt are acceptable but must be appropriate.
- Socks/Hosiery
  - Coordinating color socks. No no-show socks or knee-high socks. Ankle or calf-length socks are permitted.

- **Solid colored tights or leggings (MUST BE ANKLE LENGTH) in winter months are optional, but MUST BE NAVY, PINK, GRAY, or WHITE in color.**
- Shoes
  - Athletic shoes (required because of PE class)
- Grooming standards
  - No make-up
  - one pair of small stud earrings
  - one simple necklace
  - hair fixed in feminine style, no hair coloring in non-human colors.

**The following is the K5 – 6th grade boys dress code:**

- Pants - Khaki, Navy, Black pants with a belt.
  - No Denim (unless announced).
  - A belt is required (please have a belt that your student is familiar with and can fasten by himself).
  - No cargo pants
- Polo Shirt - Solid red, navy, or white in color
  - Brand name logos in the upper left corner of the shirt are acceptable but must be appropriate.
- Socks
  - Coordinating color socks required (no no-show socks)
- Shoes
  - Athletic shoes (required because of PE Class)
- Grooming Standards
  - No jewelry other than a watch
  - Haircuts must be conservative in fashion, tapered off the ears and neck, clearly out of eyes and brows, no bowl cuts, or fad styles, no razor shaved heads

## The following is the 7th - 12th grade girls dress code:

- Skirts: Khaki, Navy, or **Black in color**.
  - Must be of modest length (at, or below the bottom of the kneecap when standing (MINIMUM or longer) and the split must not come above the knee. An effective way to make sure the skirt meets the minimum length requirement is to have your child stand straight against the wall, and make sure the skirt “hits” at, or below the bottom of the kneecap. PLEASE KEEP IN MIND THAT LONGER IS ALWAYS BETTER THAN SHORT. Students grow throughout the course of the school year so the uniforms that meet MCS Dress Code at the beginning of the year may not meet MCS Dress Code later in the year simply because of the growth of the student.
- Undershorts must be worn at all times under a skirt unless the student is wearing tights or leggings (See “Socks/Hosiery” below).
  - Undershorts must be between mid-thigh and knee length.
- Polo Shirts - Solid Pink, Navy, or White
  - Brand name logos in upper left corner of shirts are acceptable but must be appropriate
- Shoes
  - Athletic Shoes (required because of PE class)
- Socks/Hosiery
  - Coordinating color socks. No no-show socks or knee-high socks. Ankle or calf-length socks are permitted
  - **Solid colored tights or leggings (MUST BE ANKLE LENGTH) in winter months are optional, but MUST BE NAVY, PINK, GRAY, or WHITE in color.**
- Grooming Standards
  - one pair of small stud earrings
  - one simple necklace
  - hair fixed in feminine style, and no hair coloring in non-human colors.

## Makeup policy:

Makeup may be worn ONLY by a 7th-12th grade female student. If makeup is worn, it must be done in moderation (per Female MCS Administration). Makeup colors must be neutral and natural in appearance. No heavy eyeliner, dramatic eyeshadow, or unnatural lip/cheek color is to be worn. Nail polish must be in good taste, one solid color **(NO BLACK NAILS) covering the entire fingernail, and no nail decals and/or embellishments. The length of the nail may not exceed  $\frac{3}{4}$  of an inch from the Cuticle/Proximal Nail Fold (wedge of thickened skin at the base of the nail) so as not to hinder schoolwork. Fake eyelashes are not permitted.** Enforcement of the make-up policy is left up to the interpretation of female Administration.

## The following is the 7th – 12th grade boys dress code:

- Pants - Khaki, Navy, Black slacks with a belt.
  - No Denim (unless announced).
  - A belt is required.
  - No cargo pants.
- Polo Shirt - Solid red, navy, or white in color
  - Brand name Logos in the upper left corner of the shirt are acceptable but must be appropriate.
- Socks
  - Coordination socks required (no no-show socks)
- Shoes
  - Athletic shoes (required because of PE Class)
- Grooming Standards
  - No jewelry other than a watch

- Hair cut must be conservative in fashion, tapered off the ears and neck, clearly out of eyes and brows, no bowl cuts or fad styles, no razor shaved heads
- Students' faces must also be clean shaven at all times.
- **There will be no visible tattoos, nose rings or visible body piercings.**

Failure to meet the dress code will result in a Dress Code Demerit being issued to the student. Depending on the violation, parents may be contacted and required to bring approved clothing for their student for the rest of the school day. More information is given in the MCS Handbook.

## **Outerwear**

Jackets or ½ zip pullovers are acceptable. Girls may wear sweaters.

**Must be one solid color with no pattern or design.**

Brand logos are acceptable (Nike swoosh, Under Armour, etc.) on the upper left chest or across the front ONLY. (Nothing on the sleeve or back).

No Denim

No Hoodies

No Sweatshirts

**\*School Uniform Must Be Worn at ALL Times Under Outerwear\***

**\*\*NEW OUTERWEAR OPTION FOR 2024-2025 SCHOOL YEAR\*\***

**Beginning this year, we will have a Missionary Christian School logoed jacket from Port Authority™ available for purchase. The cost is \$42 (subject to change) per jacket and will be available in youth and adult sizes in a variety of colors. An order form will be sent home in the Open House/Orientation Packet August 1st.**

## **Lice and Nit Policy**

If your child(ren) has/have lice and/or nits, we ask that you immediately notify the School Office. Any student having lice and/or nits will not be permitted to return to school for a minimum of three (3) days. During this time, any student that has lice and/or nits MUST be treated with an effective lice/nit treatment. A letter will also be sent home with the student(s) detailing the parent(s) responsibility to inspect their child(ren). Upon return to school, the student MUST be cleared by a Staff member of MCS before he/she can return to class. If the student is not cleared, parent(s) will be notified, the student will have to leave school, and the three (3) day treatment process will have to be restarted.

## **Electronic Device Policy**

An electronic device includes, but is not limited to cell phones, gaming devices or systems, music devices, and smart watches. Once a student enters the school building, he/she must turn their electronic device into the school office where it will be securely stored until the school day is over. Any student found to be in possession of an electronic device during school hours will be given demerits and parents/guardians will be notified. Electronic devices will be returned to students as he/she leaves the building to go home.

## **Textbooks**

All textbooks are property of Missionary Christian School and should be treated accordingly. Any damage incurred apart from normal wear will result in the student having to purchase a replacement copy. At no time is it permitted to write in textbooks.

The book fee portion of registration is for student materials only.

## **General Rules and Regulations**

The General Rules and Regulations as set forth by Missionary Christian School are to aid in providing a Godly environment for all students and staff. It is important to instill in children at an early age that there are rules they must abide by in all walks of life. If there is a rule that you as a parent disagree with, please do not discuss it in front of your children as this tends to lessen his/her respect for authority.

1. No running or loud talking in the school building or lunchroom at any time.
2. Students are to conduct themselves in a respectful and orderly manner at all times.
  3. Students must speak respectfully to faculty/staff members at all times.
  4. Students will be required to help keep the classroom neat and orderly.
5. Criticism of faculty/staff, other students, or school rules will not be tolerated. Viable complaints must be directed to the teacher and/or Administration.
6. No gum, candy, food, or drink is allowed in the Sanctuary at any time. This also goes for the classrooms unless given permission by the teacher.
7. Kissing, hand-holding, and other displays of affection between students are not permitted on school property or during any school-related activity.
8. No student will be retained at Missionary Christian School who uses or possesses tobacco, alcohol, or illegal drugs on school property or elsewhere.
9. All students must have a copy of the King James Bible at school each day. Each student is required to take their Bible to Chapel.
10. Students may not write or pass notes during school without permission from the teacher.

11. No outside toys permitted unless approved by the teacher and Administrator. In accordance with the Christian principles and discipline set forth in the Scriptures, each teacher is given liberty to make and enforce classroom regulations. We firmly believe that a student is to be taught discipline. This should be done at home, and we seek to help the parents carry forth sound Christian principles while the student is entrusted to our care. In the Student Registration Packet, you as the parent/guardian have already signed the Statement of Cooperation. Below you will find a copy of this for your records.

## **Social Media Policy**

As the presence of social media continues to rise, especially for student-aged children, Missionary Christian School has implemented a social media Policy that pertains to each student. A student who is found to be in violation of the MCS Social Media policy will be punished in accordance with the MCS Discipline Policy. While social media is a broad term, it can be broken down into six (6) main categories: Social Networks (Facebook, Twitter), Media Sharing Networks (Instagram, Snapchat, YouTube), Discussion Forums, Bookmarking and Content Curation Networks (Pinterest), Blogging, and Consumer Review Networks. Please understand this is not an exhaustive list, but rather a list showing the six main categories. The following examples, although not totally comprehensive, will not be tolerated and will be punishable by immediate suspension and/or expulsion as deemed necessary by the Administration of Missionary Christian School: Profanity, vulgarity, nudity, pornography or lewd materials, racial slurs, promotion or use of any illegal drugs/alcohol/tobacco/vaping products, criticism of MCS Staff and/or students, criminal activity, or any other immoral act or conduct as deemed by the Administration of Missionary Christian School. By signing the Parent and Student Acknowledgment form, you (Parent/Guardian/Student) hereby agree to the principles and policies as set forth by the Administration of Missionary Christian School.



## **Statement of Cooperation**

Recognizing our responsibility as parents to raise the children God has given us in accordance with the standards of His word, we pledge:

- To cooperate respectfully with the administration as they provide Biblically centered, quality education for our children.
  - To support the discipline policy as a means to help our children meet their full potential.
  - To enforce the teaching of individual responsibility for class assignments, personal conduct, and personal belongings.
- To refer concerns first to the teacher and, if not satisfied, then to the Administrator. No attempt will be made to involve other parents or students in a complaint campaign.
  - To do our part to make this a successful year for the Lord, the school, and the students.

## **Academics**

Academic growth is greatly facilitated when the parent(s)/guardian(s) are kept informed of their child's progress. Parents are, therefore, expected to assist students with their homework as needed and are **REQUIRED** to sign all progress reports/ report cards (when asked by Administration) and weekly homework assignment sheets.

At Missionary Christian School, academic dishonesty (cheating) will not be tolerated. This principle is derived from Scripture and will be taught and enforced at MCS. More information can be found under the "Discipline System" section in the MCS Handbook.

Missionary Christian School will be using a curriculum produced by Abeka for all grades. Bible is taught in every grade, and your child will also attend chapel weekly. All students must have a copy of the King James Bible for all Bible classes and chapel.

The following percentage scale is used for academic achievement:

A = 90 - 100 B = 80 - 89 C = 70 - 79 D = 60 - 69 F = 0 - 59 I = Incomplete

In addition to the percentage scale, students in 9th-12th Grade will also be ranked according to the Missionary Christian School Class Rank Policy. This is a policy that has been formulated by MCS and approved by the South Carolina Higher Education Commission. This policy is used to rank each student in grades 9-12 for purposes of academics while enrolled at MCS but also for scholarship opportunities.

## Class Rank Policy

Class Rank Policy for Missionary Christian School (Grades 9-12)

Class Rank for students in grades 9-12 will be determined and calculated as follows:

1. Each student's Rank will be calculated in accordance with the South Carolina Uniform Grading Policy and Grading Scale.

Grading Scale adopted by Missionary Christian School

Numerical Average Letter Grade College Prep Weighting

100	A	5.000												
99	A	4.900	89	B	3.900	79	C	2.900	69	D	1.900	59	F	0.900
98	A	4.800	88	B	3.800	78	C	2.800	68	D	1.800	58	F	0.800
97	A	4.700	87	B	3.700	77	C	2.700	67	D	1.700	57	F	0.700
96	A	4.600	86	B	3.600	76	C	2.600	66	D	1.600	56	F	0.600
95	A	4.500	85	B	3.500	75	C	2.500	65	D	1.500	55	F	0.500
94	A	4.400	84	B	3.400	74	C	2.400	64	D	1.400	54	F	0.400
93	A	4.300	83	B	3.300	73	C	2.300	63	D	1.300	53	F	0.300
92	A	4.200	82	B	3.200	72	C	2.200	62	D	1.200	52	F	0.200
91	A	4.100	81	B	3.100	71	C	2.100	61	D	1.100	51	F	0.100
90	A	4.000	80	B	3.000	70	C	2.000	60	D	1.000	51-0	F	0.000

2. Each student's Class Rank will be identified on the official transcript as a specific class rank out of total class number (Example: "1 of 1" or "1 of 3".)
3. In determining each student's Class Rank, Missionary Christian School will not discriminate against Race, Religion, Gender, and/or Disability.
4. Each student in their graduating year must meet the minimum graduation requirements as set forth by the South Carolina Department of Education.

## **Homework and Classwork**

Classwork and homework are given to students in an effort to help retain and reinforce principles that are taught in class. Therefore, it is the responsibility of each student to complete all classwork and homework assignments and submit them at the proper times to be graded.

## **Promotions**

Promotions to the next grade level are awarded when attendance requirements are met and passing grades are earned for each class. In the event a passing grade is not achieved, the final decision for promotions is left to the discretion of MCS Administration and School Board.

## **Parent and Teacher Conferences**

There may be a time when a Parent and Teacher Conference is needed. When the need arises, the Conference will be scheduled through the School Office at a mutually accepted time for both the teacher and parent(s)/guardian(s).

## **Discipline System**

The Discipline System will vary depending on the grade your child will be enrolled in. The Kindergarten Department through 3rd Grade will have their own form of Discipline System as determined by the teacher and approved by the Administration. For the 2024- 2025 school year, 4th-12th Grade will utilize the Demerit System. Any infraction will be documented on a “Demerit Slip” and sent home with the student to be signed and returned within two (2) school days. If the Demerit Slip is not signed and returned within this timeframe, the parent(s)/guardian(s) will then be contacted. The signed Demerit Slip will also be filed in the student’s personal file and kept on record. Demerits will be given at the discretion of the teacher and Administration. Moreover, demerits can also be issued at the discretion of teachers and Administration for cases not specifically covered in the following list. The following list is intended to be a guideline, not an exhaustive list.

### **Demerit Offense / Number of Demerits**

- Skipping class or required activity: 25
- Leaving school grounds without permission: 50
  - Lacking courtesy: 5
- Violation of classroom rules and/or Behavior: 5
- Failure to return signed document within two (2) days: 5
  - Deliberate disobedience: 25
- Damage to school or personal property: 10-50 + payment
  - Violation of dress code: 10
  - Disrespect to teacher, staff, students: 25-50
- Eating, drinking, gum and/or candy when not permitted: 5
  - Causing dissension or criticizing MCS staff: 50
- Running when not permitted, unnecessary noise: 10
  - Irreverence in Chapel: 30
  - Lying: 25
- Cheating on Homework: 25 + “0” on assignment (assignment must be redone)
  - Cheating on Quiz: 50 + “0” on Quiz
  - Cheating on Test: 75 + “0” for the Unit Test

- Name calling: 20
  - Profanity, vulgarity, or racial slurs: 25-50
- Possessing electronics: 10 (phone, tablet, gaming device, Smart watch, etc.)
  - Refusal by student to sign a Demerit Slip: 25
    - Stealing: 75 and/or Suspension
    - Threats, harassment, provocation: 50
      - Vandalism: 50

### **Offenses That Will Result in Automatic Suspension and/or Expulsion:**

- Immoral conduct
- Criminal activity
- Fighting (1st offense) Suspension for 3 days
  - Fighting (2nd Offense)
- Use or possession of alcohol, illegal drugs, and/or tobacco
- Possession or distribution of pornography or lewd materials (includes electronic devices)
  - Violating the MCS social media Policy (see MCS social media Policy)
    - Possession of a weapon (firearm, knife, destructive device)

\*\*Punishment at school for a student receiving demerits will be carried out by the teacher of the class. Sitting out during recess and/or break(s), missing a field trip, extra class and/or homework are several options that potentially will be utilized by MCS. MCS staff will NOT physically punish any student; however, in severe instances contact will be made with a parent/guardian to update them with the events surrounding the issue(s).

**A STUDENT WHO RECEIVES 100 DEMERITS WILL BE SUSPENDED FOR 3 DAYS. A STUDENT WHO RECEIVES 150 OR MORE DEMERITS WILL BE EXPELLED FOR THE REMAINDER OF THE SCHOOL YEAR AND MAY NOT BE READMITTED FOR THE NEXT SCHOOL YEAR UNLESS APPROVED BY THE SCHOOL**

**ADMINISTRATION AND SCHOOL BOARD. (Discretion of School Board and Administration).**

**Please keep this copy of the Missionary Christian School Handbook in a secure place. We at MCS anticipate another tremendous year and look forward to what the Lord will do in, and through MCS.**

**Parent and Student Acknowledgement**

As we get ready for the upcoming school year, we ask that at least one parent/guardian and the student read and become familiar with the Missionary Christian School Student Handbook. The Student Handbook will be used as a reference guide throughout the school year. It is required that within the first week of school your student(s) turn in his/her Parent and Student Acknowledgement page. If this document is not turned in within the first week of school, your student(s) will not be able to attend class until the Parent and Student Acknowledgement is received. If you have any questions, please do not hesitate in contacting the school office.

**By signing below, I acknowledge that I have read, understand, and agree with the policies as set forth in the Missionary Christian School Handbook.**

Print Parent/Guardian Name \_\_\_\_\_

Parent Signature \_\_\_\_\_

Print Student Name \_\_\_\_\_

Student Signature \_\_\_\_\_ (6th Grade and above only)