



## Joining the CCS Family

Community Christian School's admission process is designed to admit qualified students who are capable of benefiting from the school's college preparatory format and making a positive contribution to the school community. Our Admissions Team works to identify, attract, and retain families who share the following characteristics: Christ-centered values, ownership in their children's discipleship and education, and a selfless approach to being a part of a Kingdom focused ministry. We are also looking for students with self-motivation and a solid work ethic, admirable character, and an enthusiasm for involvement in the school's co-curricular activities.

### **Step 1: Attend an Information Meeting**

Families attend one required information meeting to learn the history, mission, vision, and goals of Community Christian School. They also receive their admissions packet and materials at these meetings. Following an information meeting, families are invited to see the school in operation and meet with our administration in a less formal open house and many then choose to have their children "shadow" for the day.

### **Step 2: Review Materials and Pray**

After the information meeting, families are encouraged to carefully review the distributed material about the school, and contact the school with any questions, and pray. Finding the right school for a child is one of the biggest decisions a parent will have to make during these foundational years of their life.

### **Step 3: Apply for Admissions**

Families complete and submit all required forms received in their application packet at the information meeting and pay all applicable admissions and testing fees.

### **Step 4: Admissions Test**

Once the application, application fee, and all required documents are received by our admissions team, families will be notified of the date for the student admissions test. The prospective student should plan for the admissions test to take approximately one hour. All students should bring copies of any school grade reports and achievement testing (within the last 2 years) at the time of testing. This information will also be used along with your placement test results.

### **Step 5: Family Interview**

Upon completion of the student admissions test, the office of admissions will schedule a family interview. Both parents/legal guardians and applicant are required to attend. During the family interview, the admissions counselor will gain a greater understanding of the academic, spiritual, and goals for the applicant. The admissions counselor will also take this opportunity to review the results of the admissions test. Upon completion of Steps 1 through 4, the admissions team will meet as a committee and make a decision regarding admissions.

### **Step 6: Begin the Journey**

Upon acceptance to CCS, families will receive a registration packet. The family will be responsible for completing and returning the registration packet, along with the applicable registration fees. The deadline for returning registration forms is 10 days from receipt of the acceptance letter. If the registration/electives forms are not completed and returned within 10 business days, the student's spot may be released to another applicant.



P.O. BOX 227  
409 Main Road  
Granville, MA 01034  
[www.ccsfamily.org](http://www.ccsfamily.org)  
[info@ccsfamily.org](mailto:info@ccsfamily.org)

Date: \_\_\_\_\_

### STUDENT INFORMATION

Name: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Street Apt. No.

\_\_\_\_\_ City State Zip

Home Phone: \_\_\_\_\_ Cell Phone Father: \_\_\_\_\_

Cell Phone Mother: \_\_\_\_\_ Cell Phone Student: \_\_\_\_\_  
(if applicable)

Email Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_ Age: \_\_\_\_\_ Current Grade: \_\_\_\_\_

Applying for Grade: \_\_\_\_\_ Year: \_\_\_\_\_

### STUDENT EDUCATIONAL INFORMATION

Student is presently attending \_\_\_\_\_ Public School \_\_\_\_\_ Private School \_\_\_\_\_ Homeschooled

If student is attending a public or private school:

Present school name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Please describe the type of pervious instruction that your child has received (ex. Home schooled, public schooled, etc.) Also include the length of instruction (in years) and the name of the public or private school.

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Is student eligible to return to all previously attended schools? \_\_\_\_ Yes \_\_\_\_ No  
if no, please explain: \_\_\_\_\_

Has student ever been expelled, suspended, reassigned or asked to leave any school for any reason? Yes\_\_\_\_\_ No\_\_\_\_\_ if yes, please explain:

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Has student ever skipped or repeated a grade? Yes\_\_\_\_\_ No \_\_\_\_\_ if yes, please explain:

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Has student ever been bullied or been disciplined for bullying? Yes\_\_\_\_\_ No\_\_\_\_\_ if yes, please explain: \_\_\_\_\_

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Student is changing schools: Voluntarily \_\_\_\_\_ Involuntarily \_\_\_\_\_ if involuntarily, please explain:

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Has student been tested for any of the following? \_\_\_\_Yes \_\_\_\_No (If yes, please give dates)

\_\_\_\_Speech/language \_\_\_\_Attention Deficit/Hyperactivity Disorder

\_\_\_\_ Attention Deficit Disorder \_\_\_\_ Dyslexia \_\_\_\_ Autism Spectrum Disorder

\_\_\_\_ Learning disabilities \_\_\_\_ Communication Delay \_\_\_\_ Occupational Therapy

\_\_\_\_ Neuropsychological Evaluation \_\_\_\_ Other

Is or has student been under the care of a Psychologist/Psychiatrist? \_\_\_\_Yes \_\_\_\_No

Has student ever been on an IEP? \_\_\_\_Yes \_\_\_\_No

Has student ever been on a 504 plan?  Yes  No

If you answered "yes" to any of the questions above, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**You must furnish any and all records in regards to, but not limited to, testing, school records, IEP, 504 plans, evaluations, or attendance.**

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### **FAMILY INFORMATION**

Parents:  Married  Separated  Divorced  Deceased (date : \_\_\_\_\_)  
 Other

If divorced, with whom does the child live? \_\_\_\_\_

If parents are separated or divorced, to whom should correspondence be sent?  
 Father  Mother

If parents are separated or divorced, to whom should billing/statements be sent?  
 Father  Mother

### **PARENT INFORMATION**

Please check:  Father  Step-Father  Guardian

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Number of hours worked outside of home (per week): \_\_\_\_\_

Number of hours per week you are willing to devote to supervising, tutoring, and/or instructing students(s):

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Please list any special skills, training, or certification (optional):

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Please check:  Mother  Step-Mother  Guardian

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Number of hours worked outside of home (per week): \_\_\_\_\_

Number of hours per week you are willing to devote to supervising, tutoring, and/or instructing students(s):

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Please list any special skills, training, or certification (optional):

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### **SIBLING INFORMATION**

Name \_\_\_\_\_ Age \_\_\_\_\_

School attending \_\_\_\_\_

Name \_\_\_\_\_ Age \_\_\_\_\_

School attending \_\_\_\_\_

Name \_\_\_\_\_ Age \_\_\_\_\_

School attending \_\_\_\_\_

## CHURCH INFORMATION

Church Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Pastor's Name: \_\_\_\_\_

Father's Attendance: \_\_\_\_ occasionally \_\_\_\_ frequent

Currently a Member: \_\_\_\_ yes \_\_\_\_ no

Mother's Attendance: \_\_\_\_ occasionally \_\_\_\_ frequent

Currently a Member: \_\_\_\_ yes \_\_\_\_ no

Please describe, in your own words, your relationship with Jesus Christ

Father: \_\_\_\_\_

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Mother: \_\_\_\_\_

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## REFERENCES

These references should be current and should know the student personally. Please do not list immediate family members as references.

### Personal

1. Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Relationship to Student \_\_\_\_\_

### Personal

2. Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Relationship to student \_\_\_\_\_

### Church (i.e. Youth Pastor, Sunday School Teacher, Awana Leader)

3. Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Relationship to student \_\_\_\_\_

**By signing below you are affirming that, to the best of your knowledge, all the information provided on this application is true and accurate.**

\_\_\_\_\_ **Printed Name**

\_\_\_\_\_ **Signature**



## Policy Sign-Off

By signing below you hereby acknowledge that you have read, understand, and will comply with the following CCS Policies:

\_\_\_\_\_ Statement of Faith  
(Initials)

\_\_\_\_\_ Core Value Statement  
(Initials)

\_\_\_\_\_ Parental/School Agreement  
(Initials)

\_\_\_\_\_ Parental Code of Conduct & Parental Honor Code/Statement of Responsibility  
(Initials)

\_\_\_\_\_ Student Code of Conduct  
(Initials)

\_\_\_\_\_ Dress Code  
(Initials)

\_\_\_\_\_ Technology Policy  
(Initials)

It is hereby understood that it will fall under the parents' responsibility to explain the policies and procedures to their children.

\_\_\_\_\_

(Print Name)

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Date)

\_\_\_\_\_

(Print Name)

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Date)





## Statement of Faith

This document is to be used as an evangelistic tool when receiving all employees and families to Community Christian School and will be affirmed and signed by current families each year. In addition as we partner and enter a covenant relationship with each family in the discipling of their children it makes our position clear in the following doctrines. It is our hope and prayer that these truths are first being taught in each home and that what they learn at CCS would be supporting that great task. May this Statement of Faith be used to teach truth, encourage the church body and to bring glory and honor to our Lord Jesus Christ

We encourage you to prayerfully examine and read over each passage of scripture corresponding with each section with your believing spouse or pastor. Acts 17:11

### Section 1: The Bible

We believe the Bible, comprised of the 39 Old and 27 New Testament books, to be the only inspired, infallible, and authoritative Word of God ([Matthew 5:18](#); [2 Timothy 3:16-17](#)). In faith we hold the Bible to be inerrant in the original writings, God-breathed, and the complete and final authority for faith and practice ([2 Timothy 3:16-17](#); [Revelation 22:18-19](#)). While still using the individual writing styles of the human authors, the Holy Spirit perfectly guided them to ensure they wrote precisely what He wanted written, without error or omission ([2 Peter 1:21](#); [Psalm 19:7-11](#)).

### Section 2: God

We believe in one God, who is Creator of all ([Genesis 1:1](#); [Deuteronomy 6:4](#); [Colossians 1:15-20](#)), who has revealed Himself in three distinct Persons—Father, Son, and Holy Spirit ([2 Corinthians 13:14](#)), yet who is one in being, essence, and glory ([Colossians 1:15-20](#)). God is eternal ([Psalm 90:2](#)), infinite ([1 Timothy 1:17](#)), and sovereign ([Psalm 93:1](#)). God is omniscient ([Psalm 139:1-6](#)), omnipresent ([Psalm 139:7-16](#)), omnipotent ([Genesis 17:1](#); [Isaiah 45:23](#); [Romans 14:11](#); [Philippians 2:10](#)), and unchanging ([Malachi 3:6](#)). God is holy ([Isaiah 6:3](#)), just ([Deuteronomy 32:4](#)), and righteous ([Exodus 9:27](#)). God is love ([1 John 4:8](#)), gracious ([Ephesians 2:8](#)), merciful ([1 Peter 1:3](#)), good ([Psalm 86:5](#)) and there is none like Him ([Jeremiah 10:6](#)).

### Section 3: Jesus Christ

We believe in the deity of the Lord Jesus Christ. He is God incarnate, God in human form, the expressed image of the Father, who, without ceasing to be God, became man in order that He might demonstrate who God is and provide the means of salvation for humanity ([Matthew 1:21](#); [John 1:1](#); [Colossians 1:15](#)).

We believe that Jesus Christ was conceived of the Holy Spirit and was born of the virgin Mary; that He is truly fully God and truly fully man; that He lived a perfect, sinless life; that all His teachings are true ([Isaiah 11:1-11](#); [Matthew 1:23](#)). We believe that the Lord Jesus Christ died on the cross for all humanity ([1 John 2:2](#)) as a substitutionary sacrifice ([Isaiah 53:5-6](#); [2 Corinthians 5:21](#)). We hold that His death is sufficient to provide salvation for all who receive Him as Savior ([John 1:12](#); [Acts 16:30-31](#)); that our justification is grounded in the shedding of His blood ([Romans 5:9](#); [Ephesians 1:17](#)); and that it is attested by His literal, physical resurrection from the dead ([Matthew 28:6](#); [1 Peter 1:3](#)).

We believe that the Lord Jesus Christ ascended to Heaven in His glorified body ([Acts 1:9-11](#)) and is now seated at the right hand of God as our High Priest and Advocate ([Romans 8:34](#); [Hebrews 7:25-26](#); [John 14:6](#)).

#### **Section 4: The Holy Spirit**

We believe in the deity and personhood of the Holy Spirit ([John 15:26-27](#); [14:16-17](#); [16:15](#)). He regenerates sinners ([Titus 3:5-7](#)) and indwells believers ([Romans 8:9](#)). He is the agent by whom Christ baptizes all believers into His body ([1 Corinthians 12:12-13](#)). He is the seal by whom the Father guarantees the salvation of believers unto the day of redemption ([Ephesians 1:13-14](#)). He is the Divine Teacher who illuminates believers' hearts and minds as they study the Word of God ([1 Corinthians 2:9-12](#)).

We believe that the Holy Spirit is ultimately sovereign in the distribution of spiritual gifts ([1 Corinthians 12:11](#)). We believe in the miraculous gifts of the Spirit; however we believe they are to be used in a proper and orderly manner in accordance with scripture with the sole purpose of edifying the body of Christ. ([1 Corinthians 14](#); [1 Corinthians 12:4-11](#); [2 Corinthians 12:12](#); [Ephesians 2:20](#); [4:7-12](#)).

#### **Section 5: Humanity**

We believe that humanity came into existence by direct creation of God and that humanity is uniquely made in the image and likeness of God ([Genesis 1:26-27](#)). We believe that all humanity, because of Adam's fall, has inherited a sinful nature, that all human beings choose to sin ([Romans 3:23](#)), and that all sin is exceedingly offensive to God ([Romans 6:23](#); [Romans 1:28-32](#)). Humanity is utterly unable to remedy this fallen state ([Ephesians 2:1-5, 12](#)).

#### **Section 6: Salvation**

We believe that salvation is a gift of God's grace through faith in the finished work of Jesus Christ on the cross ([Ephesians 2:8-9](#)). Christ's death alone fully accomplished justification through faith and redemption from sin. Christ died in our place ([Romans 3:23](#); [Romans 5:8-9](#)) and bore our sins in His own body ([1 Peter 2:24](#); [2 Corinthians 5:21](#)).

We believe salvation is received by grace alone, through faith alone, in Christ alone. Good works and obedience are results of salvation, not requirements for salvation. Due to the greatness, sufficiency, and perfection of Christ's sacrifice, all those who have truly received Christ as Lord and Savior are eternally secure in salvation, kept by God's power, secured and sealed in Christ forever ([John 6:35-40](#); [10:27-30](#); [Romans 8:1, 38-39](#); [Ephesians 1:13-14](#); [1 Peter 1:3-9](#); [Jude 24-25](#)). Just as salvation cannot be earned by good works, neither does it need good works to be maintained or sustained. Good works and changed lives are the inevitable results of salvation ([James 2:14-17](#); [Ephesians 2:8-9](#); [2 Timothy 1:8-10](#); [Titus 3:5](#)).

#### **Section 7: The Church**

We believe that the Church, the Body of Christ, is a spiritual organism made up of all believers of this present age ([1 Corinthians 12:12-14](#); [Ephesians 1:22-23, 5:25-27](#)). We believe in the ordinance of water baptism as testimony to Christ and identification with His death and resurrection. ([Matthew 3:11-17](#); [Romans 6:3-11](#)) Although there is debate within Bible believing churches concerning means and mode of baptism, the greater issue at hand is the purpose of baptism in the life of the believer. Therefore we believe that baptism is an outward public expression of an inward reality and NOT a means of salvation in and of itself. We believe in the Lord's Supper as a remembrance of Christ's death and shed blood and NOT a means of salvation in and of itself. ([Matthew 28:19-20](#); [Acts 2:41-42, 18:8](#); [1 Corinthians 11:23-26](#); [Colossians 1:16-20](#)). Through the church, believers are to be taught to obey the Lord and to testify concerning their faith in Christ as Savior and to honor Him by holy living ([Hebrews 10:19-25](#)). We believe in the Great Commission as the primary mission of the Church. It is the obligation of all believers to witness, by word and life, to the truths of God's Word. The gospel of the grace of God is to be preached to all the world ([Matthew 28:19-20](#); [Acts 1:8](#); [2 Corinthians 5:19-20](#)).

#### **Section 8: Angels and Demons**

We believe in the reality and personality of angels. We believe that God created the angels to be His servants and messengers therefore taking in the full context of scripture angels are not to be worshiped ([Nehemiah 9:6](#); [Psalm 148:2](#); [Hebrews 1:14](#); [Colossians 2:18-19](#); [Revelation 19:10](#)).

We believe in the existence and personality of satan and demons. Satan is a fallen angel who led a group of angels in

rebellion against God ([Isaiah 14:12-17](#); [Ezekiel 28:12-15](#)). He is the great enemy of God and man, and the demons are his servants in evil. He and his demons will be eternally punished in the lake of fire ([Matthew 25:41](#); [Revelation 20:10](#)).

### **Section 9: Things to Come**

We believe in the “blessed hope” ([Titus 2:13](#)), the personal and imminent coming of the Lord Jesus Christ to rapture His saints ([1 Thessalonians 4:13-18](#)). We believe in the visible and bodily return of Christ to the earth with His saints to establish His promised “millennial kingdom” ([Zechariah 14:4-11](#); [1 Thessalonians 1:10](#); [Revelation 3:10](#), [19:11-16](#)). We believe in the physical resurrection of all men—the saints to everlasting joy and bliss on the New Earth, and the wicked to eternal punishment in the “lake of fire” ([Matthew 25:46](#); [John 5:28-29](#); [Revelation 20:1-6](#), [12-13](#)).

We believe that the souls of believers are, at death, absent from the body and present with the Lord, where spirit, soul, and body are reunited to be glorified forever with the Lord ([Luke 23:43](#); [2 Corinthians 5:8](#); [Philippians 1:23](#), [3:20-21](#); [1 Thessalonians 4:16-17](#)). We believe that the souls of unbelievers, after death when spirit, soul and body are reunited, they shall appear at the Great White Throne judgment and shall be cast into the Lake of Fire to suffer everlasting punishment according to the scriptures ([Matthew 25:41-46](#); [Mark 9:43-48](#); [Luke 16:19-26](#); [2 Thessalonians 1:7-9](#); [Revelation 20:11-15](#)).



## Core Values

(Please read including all Scriptural references)

1. Love and Glorify God as He is revealed in the Holy Bible. (Matt. 22:37-38) (Col. 3:17) (1 Cor. 10:31). The Holy Bible is our standard of truth and final authority for faith and practice in all matters relating to this ministry. Our chief aim is to love and glorify God through everything we do.

2. Help Fulfill the Great Commission (Matt. 28:18-20). The governing imperative verb of Christ's Great Commission in Matthew's gospel is "disciple" or "make disciples." Members of Christ's churches, therefore, are commanded to make disciples among all peoples by "going, baptizing, and teaching." They are to do so in the confident assurance that all authority is given to Christ and that always He will be with them. This ministry seeks to build up the body of Christ by cooperating with Christ's Great Commission purpose, encouraging all men, women, boys and girls to be both personal disciplined followers and public character witnesses of the Lord Jesus Christ everywhere they go.

3. Affirm and Encourage Parents in their God-given opportunities and responsibilities. (Deut. 6:5-7). The first two instructions to God's people after the original giving of the Great Commandment was that they (1) keep God's commandments in their hearts and (2) teach those commandments in their homes. Parents are God's first plan, His single most effective agents for spreading the Gospel to children and discipling young believers. The vast majority of Christians come to a "saving faith" in Christ when they are children, under the influence of their parents; furthermore, the successful sharing of a parent's faith and values is best facilitated when actively-involved parents take the time, make the opportunity, and employ the tools needed for developing close, loving, and nurturing relationships with their children. Whether the issue is instilling positive traits (e.g.. respect for authority, personal integrity, honesty, dependability, loyalty, and commitment) or avoiding negative consequences (e.g.. teenage suicide, substance abuse, adolescent violence, sexual promiscuity, and teenage pregnancy) parents must take their proper place on the front line. If the influence of parents ever breaks down, the cost will be measured in lost souls. The percent of children who come to faith later in life is so small, and the consequences of a negative, neglected childhood are so great, that the positive influence of parents early in life must command our utmost attention and priority

4. Educate with Excellence in a Christ-centered environment. "Whatever you do, work at it with all your heart, as working for the Lord, not for men, since you know that you will receive an inheritance from the Lord as a reward. It is the Lord Christ you are serving"(Col. 3:23-24). Children, like their Lord, are to keep "increasing in wisdom and stature, and in favor with God and man" (Luke 2:52). Likewise, "Blessed is the man who finds wisdom, the man who gains understanding" (Pro. 3:13). Also, "Instruct a wise man and he will be wiser still; instruct a righteous man and he will add to his learning (Pro. 9:9). If we are to teach and instruct students "as working for the Lord," the standard of our performance can be nothing less than excellence.

5. Integrate Home and School in age-appropriate ways throughout the curriculum design and student activities. A Christian, university-model school exists to assist parents with the modern-day difficulties of preparing their children for college while also recognizing and supporting the parents' unique role in communicating their faith and values. For parents to succeed in their all-important task of discipleship, it is essential for families to experience meaningful time together. Traditional school systems, by their very structure, tend to rob parents and students of this most precious commodity. UMS gives time and access back to parents in exchange for their commitment to be academically and relationally involved with their students outside of class according to the college-preparatory, curriculum design. Such involvement, when lovingly and joyfully administered, leads to greater opportunity for parents to succeed in teaching their most important "subjects" faith, hope, and love. This good-faith partnership

between parents and teachers makes home and school integration for a family-strengthening, quality education both possible and practical.

6. Reach Out to Other Communities. God's blessings are for the glory of His name and the enrichment of our world. If an educational approach, such as University-Model Schooling, can successfully demonstrate that a high quality, college-preparatory education can be provided in a manner that also protects and even enhances the roles of parents in the discipleship of their children, then it is right and proper to do everything possible to communicate that approach with anyone who needs and wants it. As this ministry experiences God's blessings, therefore, it will be about the business of sharing those blessings with our community, New England, and "the world."



## Parent/School Agreement

Children must be accepted to CCS through a formal admissions process. Both parental involvement and student cooperation are essential for CCS to fulfill its mission. Therefore, as a condition of acceptance to this school, the parents and student applying for admission must fulfill the following requirements:

1. Parents must provide CCS with a completed application form for each child applying for admission, including academic records, health forms, and other information as specified in the application packet. Students will not be admitted without complete records.
2. Parents and students must sign a form stating their acknowledgement of our Statement of Faith as an expression of whom we are and what will be taught in the classroom, and expressing their own personal commitment to Jesus Christ.
3. Parents and students must be willing to abide by the school's rules and regulations as expressed in the handbook or by the administrator, and must agree with and be supportive of the school procedures for handling student discipline.
4. Parents must be willing to fulfill the parent resource reading requirement.
5. The family must be active members of the Body of Christ and regularly attend a Christian church (Please discuss this with us if you are between churches.)
6. Parents must be willing to have student pictures in the school yearbook.
7. Parents must be willing to have each family's name, phone number, and address listed in the CCS directory.
8. Parents must be committed to providing partnership instruction in the satellite classroom on the days that the child is not attending CCS in order to provide quality education in accordance with the laws of the commonwealth of Massachusetts. Parents are responsible for providing regular structure for completing home assignments, checking assignment sheets and monitoring the student's completion of these assignments, and helping the student as needed. Students are strongly discouraged from working or being involved in activities during reasonable school hours on the days that they are not attending CCS.
9. Parents and students must be committed to the University-Model learning experience and Christian environment of CCS.
10. Parents must be willing to use a Christian Conciliation Service to settle any disputes.



## Parental Code of Conduct and Honor Code

Just as students at Community Christian School (CCS) are held accountable for their words and actions, so too are the parents of those students – particularly regarding communication between home and school. Parents should model humility, gentleness, and spiritual maturity by treating the CCS staff, faculty, and students with mutual respect, both publicly and privately. If a parent acts or speaks in an unkind or disrespectful manner to any faculty, staff member, or student the matter will be taken up by the administration, who according to biblical instruction will give the offending party an opportunity to repent and ask forgiveness of the offended party. This is to encourage grace and unity. If the offending party is unwilling to comply with these guidelines, the student(s) of that parent or parents may be withdrawn from the school, or barred from admission the following semester. In severe cases of slander or disrespect, a recommendation can be made to the CCS board for immediate expulsion of the student(s) whose parents are unwilling to walk in a biblical manner in their relationship with CCS faculty, staff, and student members. This Parental Code of Conduct also applies to CCS sponsored events.

At CCS, our curriculum is twofold. We have our books and materials, and we also have our “living curriculum”, the Christian character modeled by our teachers, staff, and parents. We purpose to handle our curriculum in a way that is upright and faithful to the intent of our published curriculum and the Lord.

At times, due to our unique model, it can be a challenge because parents may have access to teachers’ editions, some with copies of tests in them, to aid in the instruction of children at home. We ask parents to use the teachers’ editions in an upright and faithful manner, using these to support the teaching of a particular subject area. Children **should not** be allowed access to these editions to check their own work, nor to view the answer keys. Tests **should not** be administered prior to the test being administered in the classroom. Parents may look at the tests for a general study guide, but these **should not** be used to coach a child to memorize the answers for specific test questions. Abiding by these guidelines will avoid academic penalties for students and help us remain faithful to the integrity of all aspects of our curriculum.

## Statement of Parental Responsibility

In enrolling one or more of our children in Community Christian School, a school which affirms the comprehensive responsibility of parents for the education of their children, we acknowledge and accept primary responsibility of our children’s behavior at school and their student supervision at home. We also acknowledge that we are responsible to be familiar with and consult the policies of the school as published in the current catalogue and other official means of communication, such as monthly newsletters, before making decisions affecting our child(ren)’s or our family’s relationship with Community Christian School. We further agree that should difficulties arise from our failure to be familiar with or consult published school policies (including, for example, the school refund policy, as stated in the school catalogue under “Financial Policies”) when making decisions affecting our relationship or our child(ren)’s relationship with the school, we will accept full responsibility for the results of our decisions. In addition, we agree to attend parent meetings (1-4 meetings during the school year) that are intended to help parents better understand their role in a University-Model School, and we agree to meet the parent requirements associated with the “Parent Resource List.”



## Student Code of Conduct

“It is by his deeds that a lad distinguishes himself, if his conduct is pure and right”  
(Proverbs 20:11).

The purpose of CCS’s Code of Conduct is to promote a Christ-like attitude in its learning environment and to encourage the development of positive Christian relationships among its students. Therefore, it is important that specific guidelines regarding behavior while attending CCS be set. While on-Campus concerns are primary, CCS reserves the right to address any off-campus conduct deemed to be significantly affecting on-campus relationships and/or the learning environment.

1. Students should show respect to adults at all times. A title (Mr., Mrs., Coach, etc.) should, therefore, be used when addressing an adult.
2. Students should treat each other with respect, kindness, purity, and compassion just as God commands us in Matthew 7:12, "So in everything do to others what you would have them do to you," and in 2 Timothy 2:22, “Flee the evil desires of youth, and pursue righteousness, faith, love, and peace, along with those who call on the Lord out of a pure heart.”
3. Community Christian School operates on an honor system with its students. This means that students are expected to be truthful, honest, and upright in their words and actions as a matter of personal conscience and beliefs. Violations of the honor system (consistent lying, dishonesty, impure speech or behavior) in matters pertaining to any facet of school life – academics, activities, and personal relationships – can result in consequences that lead toward expulsion (see Disciplinary Actions in Response to Major Misconduct)
4. The school facility and grounds should be kept clean, orderly, and in a manner which shows an attitude of gratefulness.
5. There will be no horseplay, running, or rough play during or between classes.
6. Use of profanity is not permitted.
7. Public displays of affection between sexes such as hand-holding, kissing, etc. are not permitted.
8. Students should not bring any electronic devices that have no relevance to their studies or other in-school activities, such as radios, CD players, MP3, Ipod, or “Gameboy” type, or any other such device to school unless specific permission is given by the school administration. Students who have parental consent to possess cell phones must have them turned off during school hours. Parents who need to contact their children may do so through the school office telephone.
9. Tobacco products, illicit drugs, alcohol, or weapons are not allowed on campus or at any CCS sponsored event.





## Dress Code 2018-2019

CCS's dress code is intended to reflect the school's stated aims to honor God and disciple students. It is designed to encourage modesty, decency, and propriety and to de-emphasize the use of clothing as a significant means of establishing self-identity or gaining attention or social status (Matt. 6:28-34; 1 Cor. 9:19-23; 1 Peter 3:2-4; 1 Tim. 2:9, 10; James 2:1-5). While dress code enforcement will be limited to school days, provisions and standards relating to modesty and decency should be respected by the students and are enforceable by the staff anywhere on the campus as well as at off-campus and school-sponsored events. CCS's dress code is in place as an application of Kingdom values taught in God's Word. As you prepare to explain the reasons behind the CCS dress code to your children, please read the above passages and talk about them together. If you personally disagree with our dress code, feel free to communicate your suggestions to the school in writing, but we humbly ask that you defer to the present practice and speak respectfully of these matters in your home. We ask this for the sake of the Biblical principles they represent and for the peace and order of the learning environment.

### Regulations

**CCS' Dress Code Policy is an outgrowth of our Character Development philosophy. We believe that families who share the values and principles of CCS will understand and uphold this policy. Therefore it is our policy that students wear the following:**

#### Boys

Shirts: Polo type shirt, Oxford dress shirt with a collar, or Henley style shirt. **No T-shirts, including graphic T's.**

Pants: All colors of khaki or denim are permissible but they must not be faded, torn, too tight or too loose or inappropriate in any other way. (Propriety and modesty are the rule). Boys may wear shorts in the above description. No yoga type stretch pants or leggings. Athletic style bottoms are not permitted. This includes sweatpants, wind pants, and jersey style bottoms.

#### Girls

Polo type shirt, button up blouse, or non-button up blouse, or dressy top. Sleeveless blouses are allowed but spaghetti or thin straps are not allowed. No halter tops, tube tops, or exposed mid-drift or back. The scoop of shirts must be modest and not revealing. No athletic style shirts. **No T-shirts, including graphic T's.**

Dresses, skirts, pants and shorts: Should display modesty in the waist and length; no mid drift; dresses and skirts are to be no more than 2" above the mid-knee; spaghetti or thin straps are not allowed. If wearing a dress or skirt, leggings may be worn underneath but the length of the dress or skirt **MUST** still not be more than 2" above the mid-knee. Remember propriety and modesty are the rule.

All colors of khaki or denim are permissible but they must not be faded, torn, too tight or too loose or inappropriate in any other way. (Propriety and modesty are the rule). Girls may wear shorts in the above description and should still not be more than 2" above the mid-knee. No yoga type stretch pants, spandex, or leggings. Athletic style bottoms are not permitted. This includes sweatpants, wind pants, and jersey style bottoms.

November 7, 2018

*The only exceptions to the Dress Code Policy are by announcement from the front office as in the case of “Theme Days” and “Dress-down Days”.*

**Elementary P.E.**

- § Modest sports shorts or sweatpants
- § Modest T-shirt or sweatshirt
- § Gym shoes

**Secondary P.E. & Athletics**

Girls

- § Modest sport or bike shorts with a pair of loose gym shorts on top or loose-fitting sweatpants
- § Modest T-shirt or sweatshirt
- § Gym shoes

Boys

- § Modest sport shorts or sweatpants
- § Modest T-shirt or sweatshirt
- § Gym shoes

**Winter Wear:** Jackets, Sweatshirts, Sweaters, & Turtlenecks

- § Students may wear an appropriate jacket of any kind for warmth, as long as it doesn't include any suggestive or inappropriate logos or designs.
- § Sweaters or sweatshirts may be worn by students.

**Specific Regulations**

- 1.) The hem of dresses, shorts, skirts, and skirts may be no higher than approximately two inches above the-mid knee.
- 2.) All clothes must be neat and clean at the beginning of the day, and may not be torn, have fringed edges, or any other unusual features which call undue attention to the student.
- 3.) Clothing should not be excessively tight or form-fitting OR excessively loose or immodest. When seated, shirts should not rise up to show skin or undergarments.
- 4.) Hair must be kept groomed and clean and may not be used as a significant “stand out” form of expression or self-acceptance. (e.g., hair spiking, bleaching, etc.).
- 5.) Boys may not wear earrings or other pierced jewelry.
- 6.) Girls wearing earrings should do so with modesty in mind; no other pierced jewelry is allowed. Any item of jewelry deemed to be unusually distracting, due to color, pattern, or size is unacceptable for school wear. No spikes or chains should be worn.
- 7.) All hats not permitted during the school day.

**Dress Code Violations & Enforcements**

Violations to those aspects of the dress code that cannot be fixed by a simple adjustment will be treated as follows:

- § The first violation will result in a warning and require that the student have appropriate clothing brought from home or an appropriate item of clothing may be available from the school office.
- § The second violation will result in a conference with parent and student.
- § The third violation will require that the student not attend school for the rest of the day and be picked up by a parent.

November 7, 2018



## Technology Policy

Any electronic devices such as iPods, MP3 Players, cameras, DVD Players, radios, tape players, tapes, pagers, cell phones, tape recorders, “Gameboy” type, computer discs and other telecommunication devices are not to be used by students during school hours. However, tape recorders, digital recorders, cameras and laptops may be used in the classroom for academic reasons and only with the permission of the school administration. The use of technology on or off campus should be done with prudence, purity and propriety.

Students may carry pagers, cell phones, and other such communication devices on campus, but they must be turned off and kept in a locker, gym bag, or backpack while in the school building, class or meeting. Once in the building all phones need to be in the off position. If the cell phone rings, vibrates or is used inside a building or classroom, the cell phone will be taken up by the teacher or staff member and given to the administrator. *The only exception to this policy will be that cell phone calls will be allowed during lunch period only.* No cell phone use is allowed between classes. All outside communications need to be filtered through the front office (413) 357-3099. The administrator may grant any variance to this policy.

**If an electronic device is confiscated during the school day due to inappropriate use- a parent must come into the building to retrieve it.**

### Computer Lab:

The Computer lab is available for computer classes, teachers, staff and individual students who need to use them for academic reasons. However students are not allowed to use the computers without adult supervision.

November 7, 2018