

WESTWOOD CHRISTIAN SCHOOL

“Where the Son Always Shines”

920 SW 11th Street Live Oak, FL 32064
386-362-3735, Main 386-364-6486, Fax
www.wcsliveoak.com

July 21, 2025

Parents and Guardians,

We are excited about the 2025-2026 school year and are thankful you have chosen Westwood Christian School for your child(ren)’s spiritual and academic education. Westwood Christian School was established in 1965 and was accredited through the FCCPSA beginning in 2015. In 2020, WCS became nationally accredited through the National Council for Private School Accreditation. Our goal is to continue to improve our school in providing a Godly and Christ centered education.

If you are a new student, please make sure your paperwork is turned into the office, including a latest physical within the year if your child is in preschool or Kindergarten, birth certificate, and immunization record (updated record required for all 7th grade students), and a social security card is not mandatory, but it is recommended to be on file. **Your child may not be able to attend school if records listed above are not completed and returned to WCS by Friday, August 1, 2025.** Also, be reminded of the **45-day probationary period** in which new students may be withdrawn at the request of the parent or WCS.

IMPORTANT CHANGES FOR THE 2025-2026 SCHOOL YEAR

- **\$500 Tuition Fee per K-12 student** to be paid by parents/guardians. Half of your total balance must be paid by December 31, 2025 or your child may not be able to return on January 5, 2026. The balance must be paid in full by April 10, 2026.
- No After School Care for any grade.
- **Chapel Time:** All chapel services will be combined at 9:00am this year.
- **REQUIRED Chapel Dress:** khaki pants/skirt & red polo shirt. (See the Dress Code page)
- No hoodies/sweatshirt/pull over jackets of any kind at any time.
 - Zip up, solid color jackets only. A hood on a zip up jacket is ok. (See the Dress Code page)
- **Self-Pay Tuition:** Self-pay parents will be charged the full tuition amount for their child(ren). (See the tuition page included in this packet for more information.)
- **Lunches must be PREPAID.** No charging will be allowed. Funds must be on the student’s account to order lunches.
 - **Funds can ONLY be paid on the school website at www.wcsliveoak.com on the “Pay Tuition & Fees” page. Cash and/or check will NOT be accepted.**
- **Cell phones will NOT be allowed on campus for students in K-3 through 8th grade.**
- **Cell phones will NOT be allowed to be used by 9th-12th grade students.** Phones must remain in students’ backpacks powered off or on silent.

MEET YOUR TEACHER

Please plan to meet your teacher on Friday, August 8, 2024 from 11:00am-1:00pm or 4:00pm-6:00pm. Report directly to the WCS lunchroom to receive information regarding schedule/teacher assignments. Please limit the number of family members to Meet Your Teacher.

ARRIVING AT SCHOOL

The first day of school is Monday, August 11, 2025. Students should be in their classroom by **7:55am** and classes begin at 8:05am. Review your WCS calendar for other important dates. Students may be **dropped off each morning at 7:30am**; there is no supervision prior to this time. **Students will not be allowed to exit their vehicle until 7:30 am.** Please have your child(ren) finish their breakfast/drinks before arriving at school.

Upon arrival to school, your child should report to the following locations:

- K-3 and K-4 students report to room 17 (nursery wing).
- Kindergarten, 1st, 2nd, 3rd grade, and A. Day's 5th grade students report to the lunch room.
- 4th-Cushman's 5th grade students report to room 23 (access on the breezeway).
- 6th-8th grade students report to the FLC Gym (through the Banquet Room Doors).
- 9th-12th grade students report to the choir room.



SCHOOL DAY

The school day begins at 7:55am with a tardy bell at 8:05am. Parents are expected to have their children at school **by 7:55am**. Preschool dismisses at 12:00pm; K-12th grades dismiss at 3:05pm. Expect heavy am/pm "school" traffic; so plan accordingly.

ARRIVAL AND PICKUP

Each morning, **students should be dropped off on the west side of the church** adjacent to the Family Life Center (FLC) under the white awning which connects to the breezeway. Parents may walk their child(ren) to their designated morning location for the **first week of school only** and must park in a parking space. **Do not drop off students on the East side (playground side).** That gate will be locked.

PRESCHOOL PARENTS MUST walk their child to their classroom every day. Please park and enter at the side door to the right of the Preschool/nursery wing. Classes begin at 8:05am, please arrive by 7:55 am. **If you arrive after 8:05am, you will need to walk your child to the front office** to be checked in and **receive a tardy slip.** The glass doors to the preschool wing will be locked by 8:05am. Preschool children will be picked up on the west side (FLC side) of the preschool wing. Parents will meet your child at the patio area outside of the hallway.

High School students who are driving to school must park on the west side (FLC side). Students must have a parking permit completed and on file before the end of the **first week of school.** See Mrs. Norris in the front office. Violations of the guidelines and/or excessive tardies will result in the loss of driving privileges.

Pick-Up Instructions

At the conclusion of the school day,

- K-4th grade students who do NOT have a 5th-12th grade sibling at WCS will be picked up on the east side (playground side) of the school.
- K-4th grade students with siblings and 5th-12th grade students will be picked up on the west side (FLC side) of the school.
- Kindergarten - 12th Grade students must be picked up by 3:20pm. Late fees will occur after 3:20pm.
- Parents who park and walk up to the breezeway are to wait in the designated area on either end of the breezeway for their child. Do NOT enter into the breezeway or classroom to pick up your child.

TARDINESS, ABSENCES, EARLY CHECK OUTS

Students who arrive late to class are to report to the office with their parent/guardian to sign in and receive a tardy pass to class. Late arrivals, absences from class, or early checkouts will only be excused with a doctor's note or written administrative approval. **Parents are encouraged to provide written documentation for ALL absences** (doctor notes, parent notes, etc.). Attendance letters will be sent periodically; however, **students with 10 or more unexcused absences in the first semester, or 20 or more unexcused absences for the year, may be withdrawn from WCS, receive a 59/F semester grade, and/or lose their scholarship funding. Children need to be present to be successful.**

NO AFTERSCHOOL CARE FOR THE 2025-26 SCHOOL YEAR

Preschool students must be picked up at noon. K-12 students must be picked up by 3:20pm.

SCHOOL CALENDAR, LUNCH MENU & SUPPLY LISTS FOR STUDENTS

Please see the attached school calendar and supply list for all grade levels. Please see the Lunch options which will be offered each day. **Lunch options have changed, so please read the lunch attachment carefully.** To purchase lunch, students must inform their teacher that they are ordering that day. **Parents must pay ONLINE on the WCS website at www.wcsliveoak.com. No cash or checks will be accepted in the office.**

STUDENT/PARENT SCHOOL HANDBOOK

Student/Parent Handbooks have been updated to meet the requirements of the FCCPSA accreditation guidelines. Additional information has been added. Go to www.wcsliveoak.com to carefully read the 2025-2026 Handbook. Please review, sign, and return the acknowledgement form to your child's teacher (preschool through 5th grade students) or Bible teacher (6th-12th grade students).

CHAPEL INFORMATION

Chapel will be held on Wednesdays in the WBC Sanctuary. All Chapels will be combined services at 9:00am. Khaki pants/skirts and red polo shirts must be worn each Wednesday. (Must be khaki **material and khaki color**. No jean khaki color material.) All classes are assigned to participate in the services. Parents and guests are welcome and encouraged to attend. You will be blessed!

COMMUNICATION, WEBSITE, & FACEBOOK

Contact the school office, administration, and teachers for concerns. We are here to help. Calendars go home monthly with school activities. Please check your students' backpacks daily for announcements and MySchoolworx for grade information for each class. Please visit the school website ([wcsliveoak.com](http://www.wcsliveoak.com)) and our WCS Facebook page to receive regular updates.

BACKPACKS & LUNCH BOXES

All students, including preschool students, may bring a backpack and a lunchbox to school. Please be cautious of what is portrayed. These items should represent a positive connotation; for instance, evil character scenes or fighting are **not** permitted. **PLEASE WRITE OR TAPE YOUR CHILD'S NAME ON THESE ITEMS. (No glass containers or glass products allowed.)**

SNACKS

Snacks for snack time are **NOT** available for purchase. Please make sure your child has a snack each day. No food or drink (other than water) in the classrooms for grades 6-12.

PEANUTS

NO peanut products on campus. We are a peanut free school.

CELL PHONE/SMART WATCH USE

- **High school students are NOT allowed to use cell phones at school**, but they may bring them. They are to be **turned off or on silent** and kept out of sight between 8:00am and 3:00pm. They may NOT be on the student or in their pockets.
- **K-3 through 8th grade students may not bring cell phones to school.**
- Earbuds should not be used or brought to school.
- WCS is not responsible for lost or stolen items.
- Apple and Smart Watches capable of texting and calling may not be used during school for any reason.



UNIFORM DRESS/CELL PHONE GUIDELINES – Dress code will be strictly enforced!

DAILY UNIFORM GUIDELINES

- Black, navy blue, gray, and khaki uniform shorts, skirts, and pants
- Jeans (jean materials) are acceptable. Jeans must be blue, black, gray, or khaki colored.
- All shorts must go to the **top of the knee cap**.
- All skirts/skorts must touch the **top of the knee cap**. Preschool - 5th grade students must wear “bloomers” under their skirts.
- All tights/tall socks worn under skirts should be a solid color.
- Solid polo or oxford shirts (collar required) only
- Athletic shoes (with supporting arches) are highly recommended for all grades and **required** for all PE days.
- Preschool through 2nd grade must wear closed toe shoes with backs. No Crocs.
- 3rd – 12th grade students may wear sandals.
- Jackets must be solid color, and zip-up. No camouflage, tie-dye, neon colors, or patterns. No words or pictures. No advertisements or sports teams.
- Sweaters over polo shirts are not allowed.



FRIDAYS

- A WCS t-shirt may be worn on Fridays only. - **These shirts will be provided this year.**
- If a WCS shirt is not worn, a regular solid color polo shirt is required.

HAIR

- Hair should be neat and clean; hairstyle should not be distracting.
- Hair must be a natural color.
- No extreme hairstyles or hair accessories are allowed. *Consult administration prior to making extreme changes.

ACCESSORIES

- Any accessories should be minimal and should not alter the appearance of the uniform. (This is to achieve a uniform look, minimize distractions, and support an educational atmosphere.)
- Acceptable accessories may include: hair bows, hair ribbons, barrettes, watches, rings, and headbands.

CHAPEL DRESS

This is time to Honor God. We expect all students to dress respectfully.

- **NO JEANS OR JEAN MATERIAL IN ANY COLOR.**
- Girls - REQUIRED: KHAKI slacks or skirts (Khaki colored and khaki material) and red polo. No jean skirts. **No shorts or jeans.** Pants must be loose fitting - NO SKINNY OR STRETCH PANTS. Bootcut khaki pants are ideal.
- Boys - REQUIRED: KHAKI slacks (Khaki colored and khaki material) and red polo. **No shorts or jeans.** No skinny pants. Bootcut khaki pants are ideal.

WCS SHIRTS

- WCS will provide your child(ren) with a red polo shirt for Chapel days.
- A WCS t-shirt for Fridays only will be provided for each student.

UNACCEPTABLE STYLES

- Hoodies, pull-over jackets, or sweatshirts are NOT allowed at any time.
- Stripes, designs, or words on polos. (A very small logo/branding is ok.)
- Jeans and pants may not be “skinny” or skin tight. Bootcut pants are recommended and ideal.
- Preschool/kindergarten students may not wear necklaces or clothing with drawstrings around the neck.
- Caps and hats are not permitted.
- No holes or patched holes in clothing is allowed.
- Jeans may not be embellished or bedazzled, frayed, torn, or with holes (or patched holes).
- Flip flops, slides, “bubble shoes”, and bedroom slippers are not permitted.
- Expensive jewelry is not allowed at school. WCS is not responsible for lost/stolen property - (includes earbuds).
- Spandex, leggings, jeggings, or tight fitting clothing is not permitted. Athletic shorts/pants are not permitted.
- Sunglasses in the building/classroom are not permitted.
- Exposed tattoos are not permitted. Revealing or low-cut clothing is not permitted.
- Baggy clothing, bandanas, and studded belts are not permitted.
- Torn, frayed, dirty, stained, or worn clothing is not permitted.
- Any content that is not God honoring is not permitted.
- Exposed body piercings are not permitted - earrings are acceptable.
- Excessive/distracting makeup is not permitted.

Uniform Dress and Cell Phone guidelines are NOT optional. School administration will make all **final decisions** concerning these issues. A Dress Code Violation form will be given for parents/guardians to sign. Parents/Guardians may be required to bring their child a change of clothing. Please write your child's name on all jackets and/or sweaters. Refer to the Student Handbook regarding consequences.

PAYMENTS

Invoices are mailed home monthly. Payments are due by the end of each month. Lack of payment may result in your child(ren) being withdrawn from WCS. Please be diligent in your payments. You may pay online at wcsliveoak.com in the "Pay Tuition & Fees" section.

SUFS SCHOLARSHIP FAMILIES

Scholarship payments must be approved electronically by the parent or guardian in the EMA portal in a timely manner. Be on the lookout for emails from SUFS for school verification at least four (4) times throughout the year. Failure to do so may jeopardize your enrollment. If the SUFS scholarship does not pay for all of the tuition, the parents/guardians will be responsible for the difference. Contact Mrs. Norris in the front office for assistance.

WCS administration, faculty, and staff are excited about the 2025-2026 school year and look forward to working with you and your child(ren). We expect and encourage you to communicate with your child(ren)'s teachers and administration.

Parents and Guardians, you must be committed to a Christian education. Secular education does not prepare students for the Real world. It presents a skewed version of reality. Christian education allows students to see God's World from God's Word. We teach a Biblical Worldview in all areas! We hope that you agree that Westwood Christian School is giving your children a good investment for Eternity.

We look forward to seeing your child succeed at WCS!

We will see you Friday, August 8, 2025 at Meet Your Teacher.

The first day of the new school year is Monday, August 11.

Please do not hesitate to let us know how we can help!

*Mr. Yanossy, Mrs. Shiver, Mrs. Lowe-Phillips,
Mrs. Bryant & Mrs. Norris*



WCS VISION STATEMENT

Westwood Christian School is committed to the education of all students by providing a biblically-based curriculum in a Christ-centered environment with the purpose of fulfilling God's plan.