



## **The Network Handbook** **Updated for 2025-2026**

*Dear Families,*

*Thank you for choosing The Network as your student's homeschool tutorial! We will state this again and again, but we are honored to serve your family as you educate your children from home. We take the privilege of partnering with you seriously and we have listed policies in our student handbook so we can serve your family and the Lord in the best way possible. Please keep a copy of the handbook and reference it as needed. You may contact your instructor(s) or myself at any time you need assistance. We are here for you! Have a fantastic homeschool year.*

*In His Name,*

Joy McAlpin  
FCS Homeschool Coordinator  
[homeschool@fcswarriors.org](mailto:homeschool@fcswarriors.org)

### **Mission Statement**

FCS Homeschool Network exists to partner with the home and church to equip homeschool families to LEARN from a Biblical worldview, LIVE in Christ-centered community, and LAUNCH to impact the world for the Kingdom of God.

### **Biblical Principles**

*The Network* is a ministry of Fayette Baptist Church and Fayette Christian School and hold firmly to the beliefs found here: <https://fayettebaptist.com/about-us/what-we-believe>. Students that contradict these beliefs in actions or words will be promptly addressed.

### **Policies and Procedures**

The following policies and procedures are in place to provide our homeschool families with an excellent learning environment for students as we seek to honor and glorify Christ through our homeschool tutorial. We enforce these policies for the safety and security of our students and instructors and for an overall successful educational experience. In an effort to provide transparency to our families, we have also included some of the responsibilities that are expected of our instructors as well.

#### **A. General Campus Policies**

1. Homeschool Students enrolled in an umbrella school or registered as an independent school are eligible to register for classes at the FCS Homeschool Network (*The Network*). Specific classroom age/grade requirements are listed on the course description page for each class as a basic guideline.

We hold the right to deny admission to *The Network* due to previous years' behavioral issues, late or defaulted payments, or poor attendance record. Students who have been previously dismissed from *The Network* will not be approved for re-enrollment.

2. *The Network* classes will be held at Fayette Baptist Church. Students/Parents/Instructors will be instructed where to park or drop off on Orientation Night.
3. The speed limit in the Fayette Baptist parking lot is 10 mph.
4. Students should arrive to class on time, as scheduled. Students must be in their designated classroom, in transition to a class, or in the monitored Study Hall while at the tutorial. Roaming and loitering around the campus (inside or outside) is not permitted for everyone's safety. *The Network* classes will be scheduled during regular Fayette Christian School (FCS) hours and students/instructors must abide by a high level of safety and security standards.
5. Students and instructors are responsible for leaving their classroom(s) tidy and clean. Please dispose of trash and debris in a trash receptacle.
6. Food and drink, other than water, are not allowed in the classroom or around campus unless in the designated "break or lunch area". Please use a spill proof container for drinks!
7. **Tutorial wide communication is primarily conveyed via email.** This includes our tutorial's weekly newsletter and billing notices. If you are not receiving weekly emails, then please check your junk folder or reach out to us for assistance. We also need your best phone number on file in order to reach you in case of an emergency.
8. **Late pick up (New!).** Our tutorial closes at 3:15pm. We will add \$1 per minute to your tutorial account for students who are picked up past 3:15pm. This will be to compensate whomever must stay with your student past our closing time.

## **B. Safety and Security**

1. For everyone's safety, students are not to sit in their vehicles or loiter outside our building between scheduled classes. There will be a designated monitored Study Hall for those who have a period between classes or are waiting on a sibling that is in class. Please see our Study Hall schedule and fees to register for that service.
2. Carline: In order to limit the number of people in and out of our campus, we have installed a carline procedure.
  - a. Every family will receive two complimentary carline tags. There will be a \$2 fee to reprint a tag.
  - b. Student drivers will need a student driver tag and Vehicle ID form on file. Student drivers will have designated parking spaces that will be announced on Orientation Night.
  - c. Families should refer to the carline map for dropoff and pickup
3. No weapons, drugs, alcohol, nicotine, or other illegal paraphernalia are allowed on campus. Weapons include: knives, pocket knives, guns, pepper spray or anything else that may act as a threat to students. Any act or threat of violence will not be tolerated including hitting, biting, shoving, threatening, etc.

4. Campus doors will remain locked throughout the day. A monitor will begin opening doors 10 minutes before classes begin and then doors will be locked 5 minutes after classes start. If a student arrives earlier than 10 minutes before a class, they should use the Study Hall drop in service for \$5/student.
5. For the safety of everyone, guests or visitors of students/instructors are not allowed on campus except parents/guardians of students. Siblings of *The Network* students must be under the watch and care of their parent or guardian.
6. Student Drivers: Students who drive themselves to classes and want to leave the premises for any part of the day must have a signed Permission to Leave the Building Form on file with *The Network*, signed by a parent. These students must sign out and in every time they leave campus during school hours. Students who return late or who fail to sign out/in will lose the privilege of leaving campus. Students who drive do not have permission to leave campus unless there is a form on file.

### **C. Behavior Policy**

1. *The Network* is a Christian ministry open to any homeschool family. As we seek to minister to families, we strive for students to emulate Christ in their behavior and have created these policies to reflect that.
2. Students are responsible for their choices in behavior and actions and will be held accountable for poor behavior and actions.
3. Profanity and vulgar language are not acceptable forms of communication and will not be tolerated.
4. Students will behave with respect towards their instructor, fellow students, and staff of FCS and Fayette Baptist Church.
5. Students will not deface or damage any part of Fayette Baptist Church.
6. Students are expected to follow classroom policies as set before them by their instructors. Please see further details in your instructors' classroom policies.
7. Cheating and/or plagiarism are not tolerated.
8. Any form of harassment will be immediately addressed and will not be tolerated (including: bullying, sexual, physical or emotional harassment).
9. Public displays of affection (PDA) are not permitted.
10. Sleeping in class is not tolerated. A parent or guardian will immediately be contacted for pickup if a student is sleeping in class.
11. Students may not sell personal goods or merchandise during tutorial hours.
12. Anti-bullying
  - a. We define bullying as a person who purposely hurts or intimidates, threatens, or ridicules another, usually a more vulnerable person and offends repeatedly.
  - b. Bullying includes, but is not limited to: making fun of another, name calling, derogatory comments, pushing, tripping, hitting, intimidation of any kind, and all forms of harassment.

- c. Bullying is not accepted at our tutorial and will be immediately addressed as we take bullying seriously. Appropriate disciplinary actions, including immediate suspension or expulsion, will be taken at the discretion of FCS Homeschool Network without tuition refunded.

13. Poor student behavior will be addressed following the order below:

- a. Initial address will be with student by an instructor/monitor/staff member
- b. Second warning will be with student and parent/guardian will be contacted
- c. Third and final warning will be with the student by the Homeschool Coordinator. Parent/guardian will be contacted.
- d. If unacceptable behavior continues after the third or final warning, a parent/guardian will be contacted about dismissal from the tutorial.
- e. We reserve the right to extend grace in any situation. We also reserve the right to immediately suspend or dismiss students that have severely violated one of our policies. Zeroes will be issued from assignments missed from being suspended.

#### **D. Dress Code**

1. Our aim is for our students to come to class ready to learn and also to portray modest, Christian character throughout our campus and our dress code, written below, is one way to reflect that. Students that do not follow the outlined dress code will need to call home for a change of clothes.
2. Girls: Shorts, dresses and skirts should be no shorter in length than 4 inches from the top of the knee. Pants, shorts, or jeans with holes should not reveal skin 4 inches above the knee, tank tops, spaghetti strap tops, low cut or cropped tops, clothing that is too tight, low waisted pants, bare midriffs, or leggings without proper coverage are NOT allowed at *The Network*.
  - a. **(New!)** *Shorts may not be worn by students in 7th-12th grades. However, uniform shorts in khaki, gray, navy or black are approved. Dresses and skirts may be worn, but must follow the outline as written above.*
3. Boys: Boys may wear t-shirts, collared shirts, jeans, khakis, or uniform length shorts. Sagging pants or sleeveless shirts are not allowed. **(New!)** *Shorts may not be worn by students in 7th-12th grades. However, uniform shorts in khaki, gray, navy or black are approved.*
4. Graphic, offensive, or explicitly worded clothing are NOT allowed.
5. Pajamas may not be worn at the tutorial.
6. Undergarments should not be visible.
7. Shoes must be worn.
8. Hats may not be worn. Similarly, hoods on a sweatshirt may not be worn up inside the building.
9. Please refer to classroom policies for other dress code guidelines that may apply

#### **E. Attendance/Tutorial Closing Policy**

1. Classes will begin August 5, 2025 and will run through April 30, 2026. Individual classes (unless otherwise noted) meet 1 time per week, for 1.5 hours, for 32 weeks.

2. Tutorial Closings: *The Network* offers classes on Tuesdays and Thursdays from 8:30am-3:10pm. We will follow the calendar as posted on our website. Instructors will reschedule classes when classes are interrupted by inclement weather, sickness, and emergencies. We will follow the same inclement weather closure policy as FCS. Follow our Facebook page for notifications regarding tutorial closing announcements. Instructors are also responsible for immediately contacting families via text/email/app regarding closings, as well as their plan for make up days if required.
3. Absences: Absences are inevitable, but please be mindful of excessive student absences. Absences not only affect your student, but also the instructor's plan for the day, as well as possible group assignments. One class missed equals one entire week of material missed!
4. **Parents/Guardians** must notify the instructor of an absence. Families are responsible for obtaining their make-up work. Please see the instructor's attendance policy for other specifics.
5. Rescheduling Classes: We have asked the instructors to make up ALL classes in some form, (Zoom, rescheduled class during the week, extra class at end of semester, substitute teacher, etc) but this may not always be possible. Please work with your instructor if a class is unexpectedly canceled.
6. If a student is sick, please keep them home. A **parents/guardian** must notify the instructor of any absences and the instructor will give any makeup work to the parent/guardian. Parents will be contacted to pick up their child if they are displaying signs of illness: fever, vomiting, rash, etc.

#### **F. Cell Phone/Electronic Equipment Policy**

1. Cell phones and other electronic devices are the largest distraction to our learning environment. Because our goal is to promote interpersonal relationships, educational fellowship, and stimulating dialogue, we ask students to leave all electronic equipment on silent in a backpack or at home. This includes cell phones, smart watches, gaming systems, earbuds, headphones, and laptops. Instructors are allowed to take up devices that are not properly stored until class is over.
2. If a parent must contact a student while the student is in class, please contact Fayette Christian School at 901.235.6215 and we will relay a message to your child.

#### **G. Social Media Policy**

1. We suggest that social media and internet safety be regularly addressed with your child. We encourage parental supervision of internet usage since proper and safe internet usage begins at home. We expect our students who engage in social media to be respectful, thoughtful, and cautious about what they post and how they communicate online as it relates to *The Network* including posts about our staff, students, and families. Derogatory posts, photos and comments can be hurtful, harmful and unhealthy and can result in defamation of families of our tutorial and our ministry. Posting false statements, anything that defames another person, posting critical statements or unauthorized photos about a teacher, a class, or a student will not be tolerated and can result in dismissal from our tutorial.

#### **H. Lunch Period/Study Hall/Tutoring Sessions**

1. There will be a lunch period for any students enrolled in *The Network* classes. This will be on Tuesdays and Thursdays from 11:35-12:00pm. Students must bring a packed lunch each week. Drinks should be contained in a spill proof container.

2. There will be study hall sessions available on Tuesdays and Thursdays. Families must register and pay for each study hall (\$150/year/study hall/student). Drop in fee, for enrolled students is \$5/student/study hall period payable in cash only.
3. Tutoring sessions may be offered at *The Network*. We ask that students involved in tutoring sessions also comply with all of our standards and policies.

#### **I. Photo and Media Release Policy**

1. *FCS Homeschool Network* has my permission to use my or my child's photograph publicly to promote the program. I understand that the images may be used in print publications, online publications, presentations, websites, or on social media. (You will sign in acceptance or objection of this policy on our Parent/Student Acknowledgment Form)

#### **J. Issues, Concerns, and Conflict Resolution**

1. **(Updated!)** In the event that a conflict or concern arises, **we ask that first, the parent contacts the instructor directly.** We advise that communication of this kind be done via email, phone call or in person meeting. If the conflict or situation cannot be resolved **after speaking to the instructor**, we then ask that it be brought to the Homeschool Coordinator or FCS Director of Schools for resolution.

#### **K. Enrollment/Financial Responsibility/Withdrawal**

1. Enrollment in FCS Homeschool is a financial commitment for the entire school year. FCS Homeschool secures instructors and prepares an annual budget based on each family's financial commitment made during registration.
2. The student is enrolled in *The Network* when online registration is completed, registration fees have been collected, and the Parent/Student Acknowledgement Form has been signed and received.
3. Payments may be made in full or in installments. You may access your paylink online and complete a payment at any time. Paylinks were received in an email after you completed registration.
4. Payments may be made via your paylink with an ACH bank draft (preferred) or by credit card. Cash or checks are accepted at the school office. Please note, there is a \$45 fee for returned checks. Contact *The Network* by email if you wish to register in person or pay with cash/check:  
[homeschool@fcswarriors.org](mailto:homeschool@fcswarriors.org)
5. Late fees will be assessed for tuition not received by the end of the business day on October 1, 2025. A \$25 fee will be added to your family account for each month that payments continue past due.
6. It is necessary for the operation of this tutorial that both instructors and students/parents make a commitment for the entire academic year. Registration opens February 1 and classes may be "dropped" until May 31 with a full refund with the exception of the \$50 Registration Fee. Partial refunds may be considered between June 1-July 31 on a case by case basis; Lab and Supply Fees will not be refunded after May 31. Refunds of any kind will not be administered after July 31.
7. Withdrawal: If you choose to withdraw your child from classes after July 31, there will be no refunds issued. This withdrawal policy is in place to help our instructors properly plan and budget for their school year.
8. All tuition and fees are non-refundable if a student is dismissed for academic or disciplinary purposes.

9. The Homeschool Coordinator will contact families on or around July 15 if a class did not form due to lack of enrollment. Tuition will be refunded only for classes that did not form.
10. Students may not participate in FCS Homeschool extracurricular activities (athletics, band, choir, theater, etc) with an outstanding FCS Homeschool tutorial balance.

#### L. Instructor Responsibilities

1. Instructors will plan and prepare for an excellent classroom experience for *The Network* students. They will provide families with a syllabus, list of assignments, field trips, labs, and other materials needed for the classroom. In most classes 3rd grade and up, they will also provide enough material and instruction for weekly assignments so the student will gain a full understanding of their subject.
2. All Instructors will teach from a biblical worldview. Curriculum has been approved by the FCS Homeschool Tutorial Team, Homeschool Coordinator and the FCS Director of Schools.
3. Instructors will require good behavior, communication, and respect from their students.
4. Instructors will maintain open lines of communication with families. Please see individual instructors' policies on how to communicate best with your instructor.
5. Instructors will partner with students and parents first on disciplinary issues unless extreme offenses have been made.
6. Instructors will begin class on time and will not dismiss early unless previously arranged with parents.
7. Instructors will provide clear classroom policies on: behavior, assignments and grading, instructor absences, and student absences.
8. Above all else, Instructors are expected to deliver a learning environment that embodies the love and grace of Jesus Christ that does not contradict the beliefs and doctrines of Fayette Baptist Church.

#### M. Parent/Guardian Responsibilities

1. Courses taken at *The Network* are **supplementary** to the instruction given at home. The parent is the primary teacher and our desire at *The Network* is to partner with the parents to **assist and complement** your child's learning. The parent has the ultimate responsibility for the education of their children. **Significant parental/guardian involvement and accountability is vital to student success at our tutorial.**
2. Parents can (and should!) be a part of the weekly assignments given by the Instructors by making sure: their child completes all assignments on time, their child understands the content taught within the course, their child prepares well for the next class period, and their child participates in class discussions.
3. Parents should communicate any special learning or physical needs to the instructor. This may be done during the registration process, at Orientation Night, but at minimum, before the first day of class.
4. During the school year, parents should communicate with the instructor by the means provided to the student on the first day of class. This will typically be through email or mobile app.
5. Parents should communicate absences to the Instructor so the Instructor can properly prepare for class.
6. Parents will encourage their child to abide by the policies laid out by *The Network* and their Instructors.
7. *The Network* is not an umbrella school and requires that students are enrolled in an umbrella organization to enroll in courses with us. With that, it is the responsibility of the parents/guardians to submit grades and attendance to your umbrella school.
8. Thank you, Parents, for enrolling your students at *The Network*! We support you in your endeavors to teach your children from home and look forward to the 2025-2026 school year! We are praying for you and your family! We encourage you to reach out to our Homeschool Coordinator should a question, concern, or need arise ([homeschool@fcswarriors.org](mailto:homeschool@fcswarriors.org)).

*The FCS Homeschool Network* is a ministry of  
Fayette Baptist Church & Fayette Christian School  
12465 Hwy 64, Somerville, TN 38060

Email: [homeschool@fcswarriors.org](mailto:homeschool@fcswarriors.org)

Web: [www.fcswarriors.org/homeschool](http://www.fcswarriors.org/homeschool)

Find us on FB and IG!



# *FCS Homeschool Student Honor Code*

## *7th-12th Grades*

- ☐ I have read and understand the FCS Homeschool Network Handbook and I commit to following the policies and procedures listed therein.
- ☐ I will make every effort to arrive at class on time and be prepared to actively participate in class. I will not sleep nor use my cell phone at the tutorial.
- ☐ I will make a personal commitment to Fayette Baptist Church/Fayette Christian School to protect the church and school properties and I will remember that I am a guest while on campus.
- ☐ I will be an accepting and supportive friend to all students at FCS Homeschool Tutorial. I will be a peacemaker. I will not gossip about others and I will guard my tongue and my actions in and out of class.
- ☐ I accept fully that I am responsible for my academic work. I will not plagiarize or cheat on my assignments.
- ☐ I promise to abstain from tobacco, alcohol, sexual activities, drugs or any other illegal activities on or off campus as I strive to live for Christ and uphold the reputation of FCS Homeschool Network. I will also keep my conversations clean and healthy.
- ☐ I understand that deviations from this Honor Code may result in dismissal from the tutorial...even my actions outside of the tutorial. FCS Homeschool retains the right to dismiss students from the tutorial to maintain the integrity and positive educational environment for all students.

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Student Name Printed, Student Signature

Date



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Parent/Guardian Name Printed, Parent/Guardian Signature

Date



## Parent Acknowledgement Form 2025-2026 PreK-6th Grades

*By initialing and signing below, I (the parent/guardian) am stating that I have reviewed and understand the listed policies and have reviewed these with my child.*

### Parent

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A. General Campus Policies

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B. Safety and Security

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C - D. Behavior Policy and Dress Code

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E. Attendance Policy

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F - G. Cell Phone/Electronics Policy and Social Media Policy

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H. Lunch Period/Study Hall/Tutoring Sessions

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I. Photo & Media Release (initial only if in acceptance of policy)

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J. Issues, Concerns, and Conflict Resolution

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K. Enrollment/Financial Responsibility/Withdrawal

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L - M. Responsibilities of Instructor and Parent

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Parent Print and Sign

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Date