



THRIVE
CHRISTIAN SCHOOL

Parent Handbook

Dear Thrive Christian School Students and Parents,

Thank you for allowing us to come alongside you to train and equip your children to become thriving leaders who impact our world for God's glory. When you choose a Christian school, you choose a school that will not only teach your child in all the academic areas of life, but will teach them a Biblical foundation and a relationship with Jesus Christ. We believe that your child's spiritual health is the most essential part of their education, and we believe you have made a great decision sending your child to Thrive Christian School.

At Thrive Christian School we want to give all of our students the tools necessary to become lifelong learners. We want our students here at Thrive Christian School to have a passion for learning, and that as a staff we have great programs and teachers that teach to those passions. We want our students to have a solid Christian education so they are able to enjoy the life God has given them, and excel at all they put their hands to.

This handbook was designed to help our students and families understand the expectations we have here at Thrive Christian School. The guidelines and expectations are based upon what we believe is the best for our students. As the parents, we depend on you to help guide your children to comply with the guidelines and expectations of our school so it will run smoothly. We are excited for the journey ahead for our students!

God Bless,
Thrive Christian School Leadership Team

*Statements in this handbook are subject to amendment with or without notice. Thrive Christian School will attempt to keep you informed of all the changes as soon as possible, however, some changes might be made immediately due to unforeseen circumstances.

Charity Christian Center's Belief Statements

- We believe that God exists forever and in three Persons, the Father, the Son, and the Holy Spirit.
- We believe the Bible is the infallible and inerrant Word of God which is the standard by all human conduct, creed, and religious opinions.
- We believe Jesus Christ's death and resurrection made salvation possible.
- We believe salvation is a free gift.
- We believe the mission of the Church is to make disciples.
- We believe in Water Baptism, Baptism of the Holy Spirit, and Communion.
- We believe Jesus is coming back.

To Magnify the Lord...by inspired, Holy Spirit worship, praise and giving of our time, talents and gifts as an offering to the Lord.

To Make Disciples...to fulfill their destiny through Godly vision, biblical teaching and pastoral ministries, bringing believers to maturity in Christ and effective ministry, resulting in a restored victorious church.

To Multiply the Kingdom of God...through the church, to our cities, towns, counties, our nation and the world. Through aggressive evangelism, training leaders and members, then releasing and sending them into their particular area of ministry at home or abroad, to our Jerusalem, Judea, Samaria and to the uttermost parts of the earth.

The Elders and Pastoral staff, with the congregation, hold in high regard certain Biblical truths that are the building blocks of our vision. Without these truths, the vision would be nothing more than mere words and would result in institutionalism. These truths breathe life into the vision and sustain the quality of our vision.

- The Truth of God's Word: We believe that the Bible is God's inspired word, the authoritative and trustworthy rule of faith and practice for all Christians.
- The Truth of God's Revealed Presence: To enjoy God's presence is our passion as a church. We believe there is a presence of God available to God's people as we follow the pattern of worship as seen in Psalm 22:3.
- The Truth of Holy Spirit Activity: In both our personal and corporate life as believers, we welcome the moving of the Holy Spirit, the Baptism of the Holy Spirit and gifts of the Holy Spirit are part of our basic belief system and practice.
- The Truth of Inspired, Spontaneous Praise and Worship: Clapping, lifting hands, and singing spontaneous psalms, hymns and spiritual songs.
- The Truth of Family: We express this commitment in our strong emphasis on family in teaching and preaching, available counseling and honoring the covenant of marriage and the Christian family from a Biblical perspective.
- The Truth of Unity: Our goal is not conformity, but unity of spirit and purpose. Unity allows members to express themselves in a variety of ways while still

maintaining the same principles and convictions. In this way we flow together in accomplishing our vision.

- The Truth of Holiness: Holiness is not legalism that is measured by outward appearance, but a true cleansing of the believer by the power of the Holy Spirit, evidenced by Christian character and conduct.
- The Truth of Fervent Prayer: We believe that personal and corporate intercession is the call of every believer, therefore the voice of prayer is heard in our prayer closets and before and during services and at specific designated prayer times. We believe this principle of prayer to be the source of power in our church life. This is accomplished by individuals praying and fasting, and by a continual and primary emphasis on prayer.
- The Truth of Excellence: We believe God deserves the best we have to offer, therefore, we seek to maintain a high level of excellence in everything connected to the work of God.
- The Truth of Reaching the Lost: We believe that every believer is called to reach those individuals who do not have a personal relationship with Jesus Christ. We committed to remain aggressive in reaching our entire city, state, nation and the world with the message of the gospel.
- The Truth of Relationships: We believe the local church should be like a family. Caring, sharing, and loving one another is our goal. We promote this through the corporate services as well as social and spiritual activities and functions. We are committed to the health and growth of every member and are in the process of instituting home meetings for closer relationships through the church.
- The Truth of Integrity: There is no substitute for Godly character. We hold this truth in highest esteem and filter all other truths through this one. Uprightness, trustworthiness, and transparency are our best foundation stones.
- The Truth of the Kingdom of God: We desire to positively influence the culture in which we live. We are to be salt and light to the world around us as we penetrate the political, social and educational ways with God's Spirit and Word.
- In addition to these beliefs, we also believe that God has given the parents and the home the responsibility to bring up their children with discipline and instruction from God. We believe that a consistent and whole education will occur when home, church, and school work closely together and are in agreement on the basic concepts of life.

Vision

The faculty and families of Charity Christian Center and Thrive Christian School want our students to thrive in every area of their lives. Thrive means to grow vigorously. We want our students to grow in their God given talents, to become lifelong learners, and serve and honor God.

Mission

Thrive Christian School was established with the following objectives:

- To provide quality education for the students of Charity Christian Center and like-minded believers in our community and surrounding communities. (Proverbs 8:11-21)
- To train and develop our students spiritually, academically, physically, socially, and emotionally to prepare them for their God given plans for their lives. (Philippians 3:12-15, Jeremiah 29:11, Proverbs 22:6)
- To come alongside parents and reinforce their authority and discipline that already comes from home. (1 Corinthians 1:10)
- To create an environment that is safe and godly where students can learn and grow. (Proverbs 22:10)
- To provide a model of excellence of respect for authority, good citizenship, love of our country, responsibility, and true Christian living. (1 Timothy 4:12)

Philosophy of Education

Thrive Christian School is a ministry of Charity Christian Center of Jerseyville. We believe that our student's education is based upon the Word of God. Our goal everyday is to provide an educational atmosphere where the Word of God is first and foremost and is integrated throughout our day and into our curriculum.

We believe that we put God first in all we do, so our goal is to first train our children spiritually. Everyday your students will be taught the Word of God through music, memorizing Scripture, and applying God's Word to their lives. We believe that the most important goal in life is to have a relationship with Jesus Christ and know Him personally.

We also believe that every student learns differently. We believe in teaching the whole child. We will continually evaluate our curriculum to best fit the needs of our students. We will have expectations for our staff and our students. We know every student learns differently and at a different pace, but we expect each student to do his or her best everyday. We want to equip our students to help them succeed academically to prepare them for the future.

We believe that the partnership between the home and Thrive Christian School is very important. We believe there has to be a healthy, supportive, and effective relationship between school and home or the student's education will suffer. We believe God has given parents the responsibility of educating their children, and Thrive Christian School is to function as an extension of the home. We will always be in constant communication about your student's education and we expect parents to do the same. If we have a great partnership, then the students can reach their fullest potential. We

believe that Thrive Christian School is a place of order and discipline that honors God, and the classroom atmosphere is to be orderly, structured, and conducive to learning.

School Pledges

(all pledges should be memorized and we recite each of them in the morning during our devotional time)

American Flag Pledge

I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.

Christian Flag Pledge

I pledge allegiance to the Christian flag, and to the Savior for whose kingdom it stands, one Savior, crucified, risen, and coming again with life and liberty for all who believe.

Bible Pledge

I pledge allegiance to the Bible, God's Holy Word. I will make it a lamp unto my feet, and a light unto my path. I will hide its words in my heart that I might not sin against God.

Thrive Christian School Creed

I can do all things through Christ who gives me strength. I am the head and not the tail. I am above and not beneath. I am blessed coming in and blessed going out and everything I put my hands to will prosper. I am working on becoming a thriving Christian student by learning, honoring, and serving God.

Mascot

Thrive Christian School Eagles. We are the eagles because we have vision, are fearless, tenacious, high flyers, and never give up.

Admission and Enrollment

Admission Procedures

Thrive Christian School uses an application process for determining qualified candidates. We admit students of any color, race, gender, nationality, or ethnic origin to all rights and privileges, programs and activities made available to students at the school. Thrive Christian School does not discriminate on the basis of color, race, gender, nationality, or ethnic origin in the administration of its educational policies, admission policies, or any other school administered programs.

We look for students who have godly character and a student's previous educational records and behavioral patterns are all considered in the acceptance process. A falsified admission will result in immediate dismissal without a refund.

In addition the following requirements must be met:

- An application must be completed entirely, signed, and dated which includes:
 - Student Application for Admission
 - Statement of Belief signed by both parents/guardians
 - Statement of Support signed by both parents/guardians
 - Application Fee submitted (non-refundable)
 - Copies of most recent report cards
 - Copy of birth certificate
- Parents must understand that teachers will provide an opportunity to lead their child to a personal relationship with Jesus Christ
- New applicants are considered basis on the following criteria:
 - Preschool students MUST be 4 years old by September 1st of the school year.
 - Kindergarten students MUST be 5 years old by September 1st of the school year.
 - Student screenings that help determine academic and social readiness.
 - An official record of good behavior, attendance, and grades from the student's most recent educational institution.
 - Parent interviews that establish like-mindedness between the home and the school is the areas of discipline and openness to the presentation of Thrive Christian School's doctrine and beliefs.
- Upon acceptance, a nonrefundable resource/book/technology fee will be required. In addition, the following forms may be requested depending on the grade and time of year your student is enrolled. Any forms requested MUST be completed entirely, signed and dated to be accepted.
 - State of Illinois "Certificate of Child Health Examination and Immunizations"
 - State of Illinois "Proof of Dental Examination"
 - State of Illinois "Eye Examination"
 - Childhood Lead Risk Assessment Questionnaire
- The application fee is not part of the student's tuition and will not be refunded for any reason unless the child is denied admission to Thrive Christian School.
- Students who have been dismissed or expelled due to disciplinary problems, from Thrive Christian School, or any other school, may not be accepted for enrollment into Thrive Christian School. All parents and students must agree to the purpose and goals of Thrive Christian School and abide by all policies in order to be admitted and remain at Thrive Christian School.
- Thrive Christian School is unable to provide specialized programs for students with physical, behavioral, or learning disabilities. Such limitations require special attention, resources, and facilities for the students' maximum development, that of which Thrive Christian School does not currently provide. If the school personnel observe that your child requires special services, and we feel it is in the best interest of the student, placement in a different educational environment

that more adequately meets his or her need will be required (on the parents behalf).

Enrollment for existing Thrive Christian School Students

Enrollment is open first to returning students and their siblings. A non-refundable enrollment fee per student is due upon enrollment. Once a class fills to capacity, a waiting list will be established. We value small class size. The class size is 16:1. Class size is subject to change based on the discretion of the school leadership board and administration. A student cannot be re-enrolled if you have a past-due or outstanding tuition balance.

Academic Programs

Books and Supplies

The non-refundable instructional resource/book fee is utilized to purchase items such as (but not limited to), consumable workbook materials as well as non-consumable texts, which are rented to the students. Textbooks remain property of the school at the conclusion of the school year. It also includes technology fees which are used for Chromebooks and interactive technology for the students. In addition, teachers will provide a list of supplies needed on or before the first day of class.

Grading System

Teachers will update grades bi-weekly and you can always view your student's grades online through our Praxi Parent Portal. You will receive all Parent Portal information at the beginning of the school year.

The following grades will be given for students in Kindergarten and First Grade:

- 4 - Exceeds Grade Level
- 3 - Proficient skill
- 2 - Developing skill
- 1 - Emerging

Students in 2nd through 5th grade will receive letter grades of A, B, C, D, and F for subjects studied. Students will also receive a report with their report cards of how they are progressing in each area of study which will be scored with the same 3, 2, or 1 as in Kindergarten or 1st grade (Example: knowing their multiplication facts 0-12 in math). Students in grades K-5th will receive report cards at the end of every quarter (please refer to the school calendar for these dates) based on the following scale:

<u>Grade</u>	<u>Scale</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

Report Cards

Report cards will go home every quarter. Grades will not be available if there are outstanding financial obligations. The online grading system is made available to parents so they can track the academic progress of their student. Parents are strongly encouraged to access the parent portal to track student's academic performance. Preschool students will receive a report every quarter (4 times a year) to inform parents of their student's progress.

Honor Roll

Students in Grades 2nd-5th who obtain a GPA of 3.5 or higher will be recognized each quarter with an honor roll certificate.

Homework

Homework appropriate for the age and grade of the child will be assigned when there is work to be finished for the day. Homework will always be relevant to the curriculum and beneficial to reinforcing and expanding concepts and skills being developed during class. Homework helps to build independent study habits, self-discipline, and responsibility.

Homework will never be assigned on Wednesdays in order to facilitate and encourage our students and families to attend Wednesday night programs at their local churches.

In addition to assisting with homework assigned by the teacher, parents are strongly encouraged to take time daily to read quality literature with their children, or for older children to instill in their child a desire to read quality literature on their own. Taking time to read quality materials will help build, strengthen, and increase student achievement.

If a student consistently neglects to turn in assignments by their due date, grades for those assignments are subject to a reduced grade and possible further disciplinary action.

Medical Policies

Thrive Christian School will follow the recommended medical procedures as outlined by the Illinois State Board of Education and the Illinois Department of Human Services. First aid will be administered by the school administrator. Serious injuries will receive first aid via emergency services.

Charity Christian Center and Thrive Christian School is not responsible for financial expenses incurred for injuries resulting from accidents that occur while adequate supervision is required.

No child with a fever over 100 degrees will be allowed to remain at school. Your child must be fever free for 24 hours before returning to school. Rashes or eye infections may require a child to go home where there is a question of contagion. A child may return to school 24 hours after any symptoms of nausea, vomiting, diarrhea, rash, etc. are gone, or when the family physician notifies the school in writing that it is safe to do so.

Medications will be administered by the school administrator. Proper forms will need to be on file in the Thrive Christian School office before medications will be administered. Only oral inhalant and emergency medications will be administered at Thrive Christian School because at this time we do not have a school nurse.

Emergency Preparedness

It is the goal of Thrive Christian School to provide a safe and secure environment for everyone present in our facility. All staff members are required to follow these procedures, which are posted in each classroom. Several practice drills will be held each year. Students will be instructed in procedures and behavioral expectations.

Attendance Policies

Attendance

Regular attendance is important to a student's success in school and establishes good work habits and self-discipline. The Thrive Christian School leadership board requires students to be in attendance at least 90% of the school year in order to successfully complete the school year and be promoted. Students who fall below the 90% attendance rule may not be promoted. Excessive absences (more than 17) are grounds for a student being retained.

The school day begins at 8:15 a.m. and ends at 3:00 p.m. The doors open at 8:00 a.m. Please do not enter the building before that time unless prior arrangements have been made.

Tardiness

Tardiness is a disruption to the learning process of the entire classroom. We are teaching our students here at Thrive Christian School to be prompt and prepared. Prompt meaning they are in the proper place on time and prepared meaning they are ready for class each day with the necessary materials and completed assignments. A series or pattern of tardiness or lack of preparation for class will jeopardize a student's success.

All students are considered tardy if they are not in school by 8:15 a.m. Every five tardies will be converted to one absence. Ten tardies will equal two absences, etc.

Absences

Parents must call the school office at (618) 639-7627 by 9:15 a.m. to report each absence. If an absence is not reported by 9:15 a.m., students are subject to receive an unexcused absence and must bring a written note upon returning to school. If you are planning a long term absence you must get it approved by the administration at least two weeks in advance.

Excused Absence

The following absences are considered excused however; a call from home explaining the circumstances is required:

- Personal illness (after 3 consecutive days a physician's excuse is required)
- Death of a family member
- Family emergency
- A scheduled physician or dentist appointment. However, parents are encouraged to schedule doctor appointments after school hours, whenever possible.

Discipline Policies

2 Timothy 3:16-17

“All scripture is God breathed and is useful for teaching, rebuking, correcting, and training in righteousness, so that the man of God may be thoroughly equipped for every good work.”

It is the goal of Thrive Christian School to provide a caring, Christ-centered environment to promote self-confidence and self-control in each student. Discipline should also build up, encourage and train our students in principles and behaviors that honor God. The Bible instructs us to reprove and correct in love with a measure of grace and compassion. Discipline is ordained by God for the building of character and the training of behavior. Our goal of discipline seeks to encourage and develop self-discipline in students, which is necessary for growth and maturity.

Thrive Christian School Discipline Objective:

- To train students in behavior patterns that will be helpful to them individually and to the school community in supporting and achieving the commonly held goals of spiritual, intellectual, physical, emotional, and social development.
- To develop and maintain the most conducive environment for learning.
- To correct behavior that is disruptive or destructive to the individual and learning environment.

- To remove, as a last resort, disruptive students so an effective learning environment may be maintained.

Teachers will handle misbehavior by applying Christian principles to address behavior while meeting the needs of the child and the other students. Positive reinforcement will be used to promote good behavior choices. Consequences will take place for poor behavior choices. Each classroom teacher will develop a discipline system for their class that includes the following:

- Classroom expectations that are clear to the students.
- Reminders of classroom expectations will be given to the students.
- Students whose behavior is not corrected will be given consequences for their choices. Consequences may result in the loss of privileges, time after school, or loss of recess time.
- Temporary suspension or permanent expulsion from school may be given for substantial or chronic misbehavior.

Corporal punishment will not be used as a disciplinary method. Parents will be notified if their child needs extra guidance and may be asked to offer support.

When behavior reports are received, parents are expected to sign and return them the following day.

After School Detention

After school detention will be served when necessary. Parents will be contacted by school administration prior to their student serving an after school detention.

Bullying

At Thrive Christian School we take bullying very seriously. We will not tolerate bullying at Thrive Christian School. We believe that every student has the right to feel safe and valued in their education. Any reports of bullying will be handled immediately, consequences will be handed out, and parents will be notified.

Roles and Responsibilities

Parent Responsibilities:

- Read, understand, and adhere to the mission of Thrive Christian School as defined in the handbook and to indicate acceptance by signing the Statement of Support provided in the application.
- Cooperate in your child's educational development by encouraging his or her best effort, monitoring his or her progress, providing study time at home and working with your child when needed.
- Cooperate with teachers and staff to build respect and accountability in your child for his or her effort, satisfactory level of work and behavior.

- Monitor your child's behavior by signing and returning weekly and/or daily behavior progress reports if used by the teacher.
- Work to achieve a rapport with your child's teacher and maintain open communication.
- Support the school and its programs.
- When traveling with students on field trips, abide by the same dress and conduct expectations as the faculty and staff.
- Pay all financial obligations in a timely manner.
- Bring all messages or items that need to be delivered to the school office.
- Sign in at the school office when arriving at the school.
- Participate in regular scheduled conferences. If desired, additional conferences may be scheduled by contacting the teacher.
- Refrain from contacting the teachers or administration at home.
- Refrain from using social media to discuss students, teachers, or administration in a negative manner. All school-related issues should be addressed directly with the individual(s) involved. Examples include Facebook, Instagram, Twitter, etc.
- Refrain from contacting the teachers in conversation prior to and during class time to allow teachers' focus to remain on the students.
- Pick up children promptly at the close of the school day.
- Notify the office when children will not be present due to illness.
- Inform the school in advance of absences unrelated to illnesses.
- Read all school correspondence and communicate when appropriate.
- Address any grievances in a biblical manner.
- Promptly pick up a sick child once phoned by the school office.

Teacher Responsibilities:

- Be an active ministering Christian, with a like faith.
- Be capable of integrating spiritual principles within all curricula.
- Be able to teach from the Statement of Faith.
- Be an enthusiastic supporter of the philosophies and ministries of Charity Christian Center.
- Maintain a vital, growing spiritual life.
- Approach the educational process as a ministry (Ephesians 4:11-12).
- Possess a thorough grasp of educational principles.
- Utilize creative and varied presentations of material.
- Be certified or working towards certification.
- Pursue professional growth through classes and in-service training.
- Maintain a team approach under God's direction to achieve educational objectives.
- Value students and their learning potential.
- Maintain high standards of personal character development in students and staff.
- Maintain stringent academic standards.

- Develop and implement a good, consistent discipline program in keeping with the discipline philosophy stated in the handbook.
- Love and respect each child without favoritism.
- Keep an open line of communication with each child's parents in the form of regular reports, special contact when needed, and parent-teacher conferences.
- Handle discipline by applying Christian principles to address behavior while meeting the needs of the students. Teachers should not use social media for these correspondences.
- Each teacher will give every child the opportunity to receive Jesus in the classroom throughout the school year.

Student Responsibilities:

- Come to school each day with an open heart and mind to grow spiritually and academically.
- Arrive on time with assignments.
- Be attentive and engaged during class and put forth their best effort in accomplishing their assigned school work.
- Strive and behave in a manner that is in keeping with Christian principles at all times.
- Be responsible for their behavior.
- Show respect to adults, peers, and property at all times. Student can be held responsible for the cost of damages or items needing replacement.
- Strive to maintain Christ-like attitudes at all times.
- Use appropriate language at all times.
- Solve conflict through discussion and adult intervention when needed, rather than physical altercations.
- Abide by classroom rules as defined by the school handbook as well as the teachers.
- Dress in ways that express Christian values. Modest, neat clothing is expected during school hours and at all school functions.
- Refrain from bringing iPods, handheld electronic games, toys, etc. to school or on school sponsored trips without permission from teachers.
- Weapons or toys that resemble weapons (knives, guns or other other item that can be used to inflict physical harm) are not permitted and if brought to school will result in dismissal.

General Information

Student Records

Academic records will be kept in the office and are property of Thrive Christian School. The records of students who have departed the program will be kept in the office for a minimum of four years after their departure. Any requests for transcripts will require a two-week notice. Medical records will be kept in the office for use in case of emergency

and will be retained for a minimum of two years. Student records WILL NOT be released until all fees and outstanding balances have been paid in full.

Grievance Procedures

Situations of concern may arise during the school year when a parent and teacher need to communicate. Thrive Christian School has established the following policy for parents to follow if such a situation arises:

1. Contact the teacher(s) involved at the school and schedule a conference.
2. Parent(s)/guardian(s) and teacher(s) should pray together for God's wisdom and guidance in resolving the conflict in a loving, caring manner.
3. If the problem is not resolved, the parents may bring the concern to an administrator.
4. If the conflict is still unresolved, the senior pastor of Charity Christian Center will be notified by the administration for a conference.

Teachers are restricted from responding to communications regarding school and classroom subjects through Facebook.

Lunch

At this time Thrive Christian School will not be providing lunches. Please send a lunch for your child to school everyday. We will provide a refrigerator and a microwave for your child's lunch.

Field Trips

Field trips that are pertinent to an instructional objective will be conducted during the year. Parents will receive information prior to the field trips and must sign a permission slip specific to each field trip for students to participate.

Field Trip Guidelines

1. Parents are encouraged to participate in field trips by assisting and/or supervising the activities. Due to the importance of parental assistance with students, parents are NOT ALLOWED to bring siblings or other children on the field trips.
2. Parents must have completed a criminal background check and have it on file in the Thrive Christian School office before they will be allowed to attend a field trip.
3. There may be times when parent drivers are needed. If so, parents will be required to complete driver related paperwork and should obtain this paperwork from the school office. Students must wear seatbelts or be in car seats designated by state law. Parent drivers should be aware that their personal automobile insurance coverage is liable for accidents or injuries to persons or property that may occur while voluntarily driving on the field trip.
4. All drivers must sign a transportation agreement prior to each field trip. Driver's license number, car license number, and insurance information are required.

5. If a parent chooses for his or her child not to participate in a scheduled field trip or fails to return a signed permission slip, parents **MUST** pick up their child prior to field trip departure.
6. All students should return to school at the conclusion of the field trip to finish the remainder of the school day. Students will be dismissed at the normal 3:00 p.m. dismissal time. Students not returning to school after a field trip, unless the field trip concludes after 2:30 p.m., will be counted as a half-day absence.

Financial Policies

All monthly tuition payments are due by the 1st of each month. Payments may be made annually, by semi-annually, or monthly over a 10 month school year period. Checks or money orders are to be made payable to Thrive Christian School. You will receive a receipt at the time of payment. Payments can be made in the school office (foyer), placed in the Thrive Christian School mailbox in the church information booth, mailed, or sent in your student's folder. Please contact the school regarding all fee related inquiries.

Late Payment Policy

Monthly fees are to be paid by the 1st of each month. An account is past due if the payment is not received by the 10th of the month and may be assessed a \$20.00 late fee. An account that becomes 30 days past due will result in a possible dismissal of the student(s). If unforeseen circumstances arise, please contact the school office as soon as possible. Checks returned for insufficient funds may result in a \$30.00 NSF fee. An account that exceeds the 30 days late period and has been brought up-to-date, may be required to authorize automatic monthly withdrawals from your bank account for the remainder of the year.

Cell Phones/Personal Media Devices

Students must keep communication devices (cell phones, etc.) in their backpacks (turned off). Cell phone use is **not** permitted. Personal media devices (iPods, iPads, etc.) are **not** allowed on campus or on school sponsored trips without permission from the teachers. Thrive Christian School is not responsible for lost, damaged, or stolen devices. Any device found in violation of this policy will be confiscated and disciplinary action will result. Parents may be responsible for picking up the device from the school administrator. Disciplinary action will be at the discretion of the administrator.

Visitors/Volunteers

Parents are welcome on our campus! However, for safety reasons, we require parents and other visitors to sign in at the school office and receive a visitor pass for the duration of your visit. It is important that we maintain the best possible environment for learning, therefore we ask that all parent volunteers sign up or call in advance prior to arriving at the school. Parents and any other volunteers that will be volunteering in the classrooms must have a criminal background check on file in the Thrive Christian

School office prior to volunteering and have filled out an approved Volunteer Application. Please remember all guests are subject to the same rules of conduct as students during their visit. If a parent or family member wishes to join a student for lunch, please sign in at the school office and obtain a visitor pass. Lunch should only be brought in for your child.

Furthermore, volunteers are expected to adhere to student confidentiality.

Thrive Christian School Inclement Weather Policy

At Thrive Christian School, we consider the safety of our students and families a top priority. We value the education provided to our students in the highest regard and will take every precaution to be as least intrusive in their educational growth when considering inclement weather days. Possible reasons for school closures could include, but is not limited to, unsafe parking lot conditions, poor road conditions due to snow/ice, or severe cold temperatures (wind chill).

Please understand the administration will make the best decision for our students with the information they have readily available to them at that time. Weather can be very hard to predict and we thank you for your support and understanding in whatever decisions are made.

School Closure

In the event that road or weather conditions become dangerous, it may be necessary for Thrive Christian School to cancel school, or dismiss early.

If school is canceled, we will give as much advance notice as possible for our families to make accommodations. When appropriate, school will be canceled the night before. In the event a determination cannot be made the night before, school will be canceled by 6:00 a.m.

School Closure Notification

In the event school is canceled, you will receive an email and it will be posted to the Thrive Christian School web page at www.thrivechristianschool.org. We will also notify the following television stations in the event of inclement weather: KTVI - Fox 2 St. Louis, KMOV - Channel 4 CBS St. Louis, and KSDK - Channel 5 NBC St. Louis.

Dress Code

Students are expected to dress in ways that express Christian values. Modest, neat clothing is expected during school hours and at all school functions. Clothing that shows excessive skin (spaghetti straps, short shorts, etc.) or is overly revealing, displays inappropriate or disrespectful sayings/words, etc. will not be allowed. Students will not be allowed to wear clothing with holes above the knees. In the event a

student arrives at school dressed in a questionable fashion, parents will be asked to return to school with a change of clothes for their child.

**For student safety, students in grades Pre-K and K-5 will not be allowed to wear flip-flops and shoes without a back.

Recess

Students will be expected to have the proper clothing for weather changes. Students will participate in outdoor activities during recess and need to dress accordingly.

We encourage students to wear tennis shoes during recess. Students will not be allowed to take their shoes off during recess.

Students will be expected to obey playground rules or risk the loss of future recesses and possible further discipline.

Drop-Off / Pick-Up Procedures

Parents are responsible for transportation to and from school. We will be able to provide bus transportation for any student who lives in the Jersey Community Unit School District 100. We can only provide bus transportation for K-5th grade students. Bus service is not available for 4 and 5 year old preschoolers.

The school day begins at 8:15 a.m. The front door (main entrance) opens at 7:55 a.m. Students must be dropped off early enough for them to stop at their hook and arrive in their classroom, seated and ready to begin by 8:15 a.m.

You may either park and walk your student into the school building or you can drop them off under the canopy in the front of the main entrance doors. It is never an option to pull up outside of the canopy area and drop off. This is a safety issue and will be addressed by administration.

Pick-Up

Students are to be picked up by 3:00 p.m. Teachers will escort students to the lunchroom for dismissal. Parents are required to display their car signs during pick up. If you plan to have someone else pick up your student, please notify the school administrator and make sure the person picking up your student has the sign displayed and is prepared to show their identification.

Parents that wish to park in the church parking lot and pick up their children from the lunchroom must wait at the lunchroom door for their child to be dismissed. Please do not enter the lunchroom or take your child before they are released.