

Welcome to Crossroads Christian High School Of Corona

Home of the Cougars

This student handbook has been designed as a tool to help familiarize you with our school and specific policies. Both parents and students should read it carefully and be sure that you understand the guidelines which we have established with the student's best interest in mind. We want you to understand what Crossroads Christian High School offers and what is expected in return.

OUR MISSION STATEMENT - *Bringing children to Christ in a loving and caring environment while providing an excellent education in partnership with families*

THE GOAL of Crossroads Christian Schools is to enable children to view life from God's perspective because He is Truth; all that we do and teach is based on His perspective as He has communicated it to us through (1) His Creation, (2) His Son, Jesus Christ, and (3) His Holy Word, the Bible.

Functioning as an extension of the Christian home, Crossroads Christian High School supports parents who seek to obey biblical instruction which gives them ultimate responsibility for the education of their children (Deuteronomy 6:7-8). Because the Christian approach to learning differs significantly from the secular viewpoint, CCHS offers a curriculum rooted in a God-centered view of life. This view holds that God's Word is the standard for all truth. The curriculum, taught by a highly qualified Christian faculty, allows parents to provide their children with academic instruction consistent with the Christ-centered teaching received at home and at church.

The teaching staff at CCHS is highly qualified and thoroughly dedicated to helping each student strive toward positive spiritual, mental and physical growth.

OUR INSTRUCTIONAL PROGRAM

Our desire is to see each and every student strengthen their relationship with Jesus Christ. We also desire that they have a sound mastery of basic learning skills, and acquire self-discipline, good work habits, and biblical social values. The Bible - God's Word - is carefully and purposefully integrated into all curriculum and is also a dynamic course of study by itself.

OUR PHILOSOPHY OF EDUCATION

The basis of our philosophy is belief in God the Father, Jesus Christ our Savior, the Holy Spirit, and God's Word - the Bible. We believe in the authority, authenticity and reliability of the Bible as the complete and final revelation of God concerning all matters of faith, truth and practice.

All our goals and objectives are based on the Bible. These goals and objectives include:

1. All that we do is to the glory of God. (1 Corinthians 10:31)
2. To assure the salvation of all of our students. (Matthew 28:19, 20)
3. To promote the maturity of our students in doctrine and practice. (Ephesians 6:4 & Colossians 1:28, 29)
4. To train our students in Christian service and ministry. (II Timothy 2:2)
5. To teach our students a sound mastery of basic learning skills, self-discipline, and good work habits. (II Timothy 2:15)

We believe in the conviction that the knowledge of the Bible and of Jesus Christ is essential to the development and growth of the individual in spiritual, mental, physical, and social areas.

All staff and faculty have a personal commitment to Jesus Christ. They will allow the Lord to minister through them by the power of the Holy Spirit.

The school is an extension of the family and also an extension of the church. In this capacity, we will promote the relationship of family, church, school and members of the body of Christ.

We believe that our priorities and those we teach should be in the following order:

1. Commitment to Christ
2. Commitment to family
3. Commitment to school

Our belief is that God is sovereign now, in the past, and in the future. We believe we have been created in God's image and the Bible gives us the moral principles by which to live. We strive to meet all the needs of the student – spiritual, mental and physical.

ACCREDITATION AND CERTIFICATION

Crossroads Christian High School is beginning the accreditation process through the Association of Christian Schools International (ACSI) and the Western Association of Schools and Colleges (WASC). All of our teachers will have degrees and are certified with ACSI.

ATHLETICS

Sports activities are an integral part of character development at CCHS. Christians are commanded to be different from the normal world around them and this includes athletics (John 17:14, 17). The reason is that we have a different perspective from which to work. Jesus Christ is to be the center of all our attention, both on and off the athletic field. We are to have His attitude, actions and mind set (Philippians 2:5, Romans 8:29). We are to do everything as unto the Lord and not as unto men (Colossians 3:23). We are to perform as if Jesus were the only one watching. Jesus loved us so much that He gave Himself up for us (Philippians 2:8). It is only natural then that we should give all we have to Him in return. In order to be like Christ, we need to study Scripture and rely on the Holy Spirit to guide us. Remember, however, we are developing eternal values!!

For the first year our sports programs are as follows:

- Boys' sports programs include cross country, basketball, soccer, golf, track and field and baseball.
- Girls' sports include volleyball, cross country, basketball, soccer, softball, track and field, and cheerleading.
- CCHS will be requesting membership to CIF (California Interscholastic Federation)

SOME FACTS YOU SHOULD KNOW

CCHS makes no distinction concerning an individual's race or ethnic background because we acknowledge that there is no preferential treatment with God (Romans 2:11).

SCHOOL COLORS

School colors are red, white and black.

"COUGAR" - OUR SCHOOL MASCOT

CHAPEL

Worship Chapel is an important part of campus life at Crossroads Christian High School. It is an opportunity for students to hear outstanding speakers. Students are required to attend Chapel and are expected to come desiring God to minister to them. They should come expectantly - looking for God to use the time to help them grow.

1. Each student is to bring his/her Bible to Chapel.
 2. Each student will demonstrate proper courtesy and Christian hospitality to all guest speakers by listening carefully and behaving properly. Their attitude toward the speaker should be respectful and attentive.
 3. At no time will studying or doing homework be allowed in Chapel.
 4. There is to be no unnecessary talking, distracting others, or disturbance.
- Allow God to speak to you and to those around you!

ACADEMICS

As your son/daughter prepares for high school, it is time to begin thinking about the future. Grades nine through twelve are very important in education. This is a good time for parents to look closely at what their son/daughter are doing in school and give them extra help and guidance.

The courses taken by your son/daughter in high school will have an important effect on later career and educational opportunities. If your son/daughter decides to go on to college, these courses will determine whether or not they will gain admission to the college of their choice. Many students do not know which classes to take, or are pressured by their friends to take easy courses. As a parent, you should help your son/daughter in making the right decisions.

The suggestions below regarding courses, can help you plan the program best suited to your son's or daughter's needs. These programs will prove to be helpful no matter what college or university your son/daughter may enter. Students who take as many challenging classes as possible in high school have a wider choice of careers.

1. Four full years of English are vital. Take classes emphasizing writing, reading and speaking. You should be writing often in these courses.
2. First-year Algebra, Geometry and second-year Algebra are strongly recommended. These courses are required for admission to a number of colleges. The Advanced Math courses are essential for success in many fields, not just scientific or technical. Plan to take a mathematics course in 12th grade, so you'll be in training for college math
3. Take three and one half years of courses in Social Sciences. An understanding of U.S. History and Government is necessary for college preparation.
4. Take at least 2 years of Science classes that include laboratory work. (Biology, Chemistry, Physics)
5. Most colleges require at least 2 years in the same Foreign Language for admission.
6. Courses in the Fine Arts help you develop talents and interests you may not know you have. They'll help you discover enjoyable new activities and help you become a well-rounded person. Many universities require a year of study in the Visual and Performing Arts for admission.
7. Advanced Placement and Honors classes are preferred and recommended for those students preparing for college classes In summary, your son/daughter should take many courses beyond the minimal high school graduation requirements to prepare for success in college and in life.

TEACHER CHANGE POLICY

It is our belief that every student can be successful in every class with any of our highly-qualified teachers. The administration believes that every student should be treated fairly and that every opportunity for success be available. We believe in consistently following policies and procedures to ensure fair treatment and academic progress for all students; therefore, teacher changes are only altered due to extreme and unusual circumstances.

Students will have various experiences throughout their lifetime when they will encounter challenging or difficult situations (i.e., college professors, personal relationships, and even work-related issues). It is our responsibility and part of the educational process to help students develop strategies to deal with these situations. We will provide students the support needed to be successful in their classes. Difficulties or concerns with a teacher first require a phone call between teacher and parent. Then, if needed, a meeting will be held between student, parent, teacher, and Principal.

SENIOR HIGH GRADUATION REQUIREMENTS

Requirements apply to both Standard and College Preparatory programs except where differences are specifically stated.

A. Bible (4 years) - 40 credits*

B. English (4 years) - 40 credits*

1. English 9
2. English 10
3. English 11 (includes AP)
4. English 12 (includes AP)

C. Math* (3 years) - 30 credits, College Prep. (Algebra 1 and higher)

D. Social Studies (3 1/2 years) – 35 credits*

1. Geography (one semester)-9th
2. World History – 10th
3. U.S. History – 11th (includes AP)
4. U.S. Government/Economics – 12th (includes Honors/AP)

E. Science (3 years) – 30 credits*

1. Biology (Lab) – (9th – 12th)
2. Chemistry (Lab) – (10th – 12th) AP (11th – 12th)
4. Physics (Lab) – (10th – 12th)
5. Anatomy & Physiology (Lab) – (10th – 12th)

F. Physical Education (2 yrs) - 20 credits

G. Foreign Language*
(2 years) - 20 credits

H. Fine Arts
(1 year) - 10 credit

I. Additional Electives -40 credits

Choose any additional courses offered in these areas:

1. Science*
2. Social Studies*
3. Math*
4. Fine Arts

- 5. Language Arts / Foreign Language*
- 6. Applied Sciences
- 7. Speech and Debate*

Summary of Graduation Requirements (9th–12th ONLY)

A student must receive a grade of "D-" or better in any course if he/she is to receive the credits allowed. Five (5) credits are given for a semester course, and ten (10) credits are given for a full year course. Students who do not receive a passing grade in a required subject must make up the semester they failed and receive a passing grade.

Depending upon the subject, the student may take the course again the following year in a certified summer school course or work an approved Independent Study Program.

Failure to make up a required course will prohibit the student from graduating.

HIGH SCHOOL FAILED COURSE

If a student receives an "F" during the first or second semester, that course must be retaken at an approved academic institution for graduation credit.

COMMUNITY SERVICE

Fifty hours of volunteer work, during high school, is a Crossroads Christian High School graduation requirement. Students will be given many opportunities to participate in different service opportunities throughout their four years of high school.

SEMESTER GRADES

Semester grades are an evaluation of the student's work for an entire eighteen to twenty week period, which includes final exams. These grades are recorded on the transcript that becomes part of the permanent record. It is on the basis of semester grades that a student earns credit and grade points.

GRADING POLICY

The academic year is made up of approximately two eighteen to twenty week semesters. Credit for classes is given on the basis of semester work grades. Report cards are issued at the end of each semester and the grade given will reflect that period of time.

Letter grades are defined as follows: Grade points are based on a 4.0 scale:

	Regular	Honors	Advanced Placement (A/P)
A = Excellent	A = 4	A = 4.5	A = 5
B = Above Average	B=3	B=3.5	B=4
C = Average	C=2	C=2.5	C=3
D = Below Average	D=1	D=1	D=1
F = Failure	F=0	F=0	F=0

The school's grading scale is as follows:

100-97 A+	
96-93 A	79-77 C+
92-90 A-	76-73 C

89-87 B+	72-70 C-
86-83 B	69-67 D+
82-80 B-	66-63 D
	62-60 D-
	59-Below F

ACADEMIC PROBATION

Academic probation is invoked when a student has a serious academic problem. It is intended to give notice to the parent and student so that a mutual effort on the part of both the school and home may be made to correct the academic deficiency. Hopefully the deficiency will be improved to a satisfactory or passing level. If not, the Superintendent will decide if the student will be able to continue at CCHS.

Academic probation will be invoked in the following manner:

1. A student whose cumulative G.P.A. falls below 2.0 at the 9-week progress or final semester grading period will be placed on academic probation. The student may not be allowed to participate in extracurricular activities during this time.
2. A letter of notification will be sent to the parents.
3. *A conference will be held with the parents, the student, and the teacher(s), to give an explanation of the probation and suggestions for remediation.
4. The academic status of the student will be reviewed by the administration at the end of the next assessment period (semester final or 9-week progress report). If the student has raised their G.P.A. to a 2.0 or higher, they will be removed from probation. Extracurricular activities may be resumed. However, if the student's G.P.A. is still below a 2.0, the Superintendent will then decide if they will be allowed to remain in school.

ADVANCED PLACEMENT and HONORS COURSES

It is our desire at CCHS to offer a full range of AP and Honors courses. AP/Honors classes are intended only for highly motivated students who are capable of working at an above average pace and academic level. AP courses are college level courses that give our students the opportunity to earn college credit while they are in a high school setting. It is for this reason we do not offer these classes to freshmen. We want to ensure they can succeed.

HOMEWORK POLICY

Homework is considered to be a valuable tool in properly teaching and preparing our students within the subject matter. Therefore, it is expected of each student to complete all of their assignments and turn them in on the day and time they are collected. The following policy applies to "non-absence" situations.

The school will not mandate high school teachers to accept late work. However, if such work is accepted, it will be assessed a severe penalty. Final decisions will be made by the teacher on any issues which prevent assignments from being completed.

TRUANCY

"Truancy" is an absence without the knowledge and consent of parents and /or school staff. This includes leaving school without permission before the end of the school day, or staying out of a scheduled class or activity without permission. Such action will not be tolerated. Possible consequences of being truant will include:

1st time -1-day suspension. Parents are notified.

2nd time -Meet with administration and parent. 1 to 3-day suspension.

3rd time -School Board review for possible expulsion.

TARDIES

Tardies affect not only the tardy student, but disrupt students in the class. It is the parent and student's responsibility to be at school and in class on time. The bell schedule allows for a 5-minute passing period between classes. All students are expected to be in class and seated at the time the bell rings at the start of the class. If a student arrives after the bell has rung, they should assume they have been marked as being tardy.

1. Morning tardies: Students and parents should realize that being tardy to first period is just as disruptive to class learning as being tardy to any other class. Nevertheless, it is understood that there are innumerable factors that could make even a conscientious student tardy to first period. If students are not in their designated area at the time the bell rings, the student is tardy. Students are considered absent if they are more than thirty (30) minutes late and a legitimate parental excuse is required. Students are permitted three (3) first period tardies each semester without discipline. The fourth tardy, and each additional tardy, will result in detention hall or other appropriate penalties.
2. If a student is more than 10 minutes late to class, they must get a Re-admit Slip from the school office. If they do not have a note, the school office will mark the Re-admit Slip "Truant".
3. If a staff member detains a student, they will be given a Hall Pass indicating the reason for detainment. Parents of students who are continually tardy will be required to meet with the administration to resolve the problem.

DISCIPLINE

As a part of "bringing children to Christ" and "partnering with parents," one of the unique purposes of CCS is to help prepare our students for effective service for Christ in whatever path they choose. CCS desires for each student to have a personal relationship with God through faith in Jesus Christ. Our desire is for students to measure their lives by scriptural standards of conduct.

CLASSROOM ENVIRONMENT

In order to maintain a classroom environment which allows for maximum learning, teachers establish standards they deem necessary. However, the following standards are for all classes:

- Students must always demonstrate respect for, and cooperation with, teachers and assistants.
- Students will be "on time to class", and will be prepared with the necessary materials and mental attitude which indicates a readiness to learn.
- Communication of any kind between students, which is disruptive to the teacher or classmates is unacceptable.
- Personal grooming is inappropriate during class sessions and is not permitted.
- Students leaving class for any reason will be issued a pass that will remain in the student's possession while the student is out of class.
- Food, beverages (other than water), and gum will not be brought into the classrooms.
- Students may not be in classrooms or offices unless a teacher or staff member is present.
- The teacher's or assistant's desk, briefcase, grade book, computer and other belongings are personal property and will be treated as such by students.
- Student cell phones and I-Pods MAY NOT be turned on during school hours (8:00 a.m. – 2:30 p.m.)

Classrooms – Each classroom teacher will be recording student behavior infractions. This record will be available weekly on Edline for parent viewing.

Positive incentives will be used in Middle School and will include, but are not limited to:

- No Homework Pass
- Free Dress Day Pass
- Lunch in the Rotunda for a student and three friends
- Elevator Pass for student and a friend for one week

FIELD AND LUNCH AREA BEHAVIOR

Peer separation will be used to adjust student behavior in these areas. Students will be immediately separated from their peers for ten (10) minutes. If less than ten minutes remain during snack or lunchtime, the student will serve the remaining time at the next snack or lunch time.

DISCIPLINE CATEGORIES

Misconduct has been classified and divided into three categories, depending on the severity of the violation. Category 3 is the most severe. Students should also make every effort to avoid compromising situations, which might give the appearance of being involved in the following activities:

CATEGORY 1	CATEGORY 2	CATEGORY 3
<p>Definition: (Disobedience). Violations of specific Category 1 rules. Any other minor disturbances that prevent classroom order and instruction.</p>	<p>Definition: (Disrespect / Defiance). Activities and attitudes that show a lack of respect for authority. Violations of specific Category 2 rules. Frequent and repeated violation of Category 1 rules.</p>	<p>Definition: Violation of federal, state, or municipal laws. Activities that seriously threaten the safety of the student or classmates. Activities that show gross lack of respect for authority or property; activities that violate Biblical moral codes or conduct. Frequent and repeated violation of Category 2 rules.</p>
<p>Offenses:</p> <ul style="list-style-type: none"> • In-class offenses (i.e. tardy to class; excessive talking, leaving seat without permission, etc.) • Necessary field discipline. 	<p>Offenses:</p> <ul style="list-style-type: none"> • Blatant disrespect for authority figure. • Malicious fighting. • Purposeful destruction of school property. • Purposeful destruction of a second party's property. • Foul language, name calling or swearing. 	<p>Offenses:</p> <ul style="list-style-type: none"> • Bringing or possessing fireworks, firecrackers, matches or other flammable materials to campus. • Involvement in immoral activities. • Possessing, selling or furnishing any firearms, knife, explosive or other dangerous objects. • Sexual harassment of individuals, whether verbal, physical or environmental. • Telling inappropriate jokes/stories, or using language unbecoming to a Christian. • Use or possession of illegal drugs, alcoholic beverages, pornography, or any form of tobacco. • Act of dishonesty, such as cheating* lying or stealing. Cheating may consist of: <ul style="list-style-type: none"> • Copying someone's work to submit as one's own (including classwork,

		homework or other assignments). <ul style="list-style-type: none"> • Giving or receiving answers or stealing tests. • Plagiarizing (ie. copying other people's material & not attributing it to them).
Consequences: Offenses will result in one or more of the following: Campus Beautification Program; peer separation; loss of class privileges; parent notification; Parent-Teacher disciplinary conference; Student- Administrator conference; additional work assignments; detention, or Category 2 consequences for recurrent offenses.	Consequences: Offenses will result in one or more of the following: Student- Administrator conference; Parent- Administrator conference; suspension, or Category 3 consequences for recurrent offenses.	Consequences: Students who violate the above standards may be dismissed from CCS. EXPULSION WILL BE RECOMMENDED UPON THE FIRST OFFENSE FOR VIOLATIONS INVOLVING DRUGS, WEAPONS, EXPLOSIVES, ALCOHOL OR SEXUAL ASSAULT.

When a student's behavior or attitude is in conflict with the standards of the school, every effort will be made to encourage the student to demonstrate the change and improvement necessary to comply with these standards. As much as possible, misbehavior in the classroom will be handled by the teacher. Methods of maintaining student discipline at CCS include the following:

1. The teacher and student will have a meeting regarding the misbehavior.
2. The teacher will make telephone contact with the parents.
3. The teacher may assign a consequence to the student.
4. The teacher may request a conference to include the parent, teacher, student, and administration.

If after a reasonable amount of time, the teacher feels that there is a continuing problem in behavior or attitude, he or she will refer the student to administration for further disciplinary action. For certain serious misbehavior incidents, such as disrespect to teachers or assistants, student fighting or violations of the school standards, students will be referred immediately to administration.

Detention, work assignments, probation or suspension may be used as part of the discipline procedure. Students may be expelled (withdrawn from enrollment at the school) for continued violations of school standards or if a single offense is particularly serious.

Explanation of Consequences

Additional Work: Work assignments will be done during snack, before or after school.

Peer Separation: Ten minutes spent sitting quietly during snack or lunch.

Campus Beautification Program (CBP): Student will pick up trash or perform other clean-up and work details on the school grounds.

Loss of Privileges: Not able to participate in Middle School quarterly activities, Student Leadership, extra curricular activities, etc.

Parent Notification: A call, note or email to parents to report misconduct may be made.

Detention: Students will serve detentions either during lunch or after school.

In-School Suspension: Removal of a student from the classroom. Student will be assigned a half day of physical labor. The remainder of the day will be spent doing classroom assignments which are due at dismissal time.

Homework is due to the teachers the following day. Neither class work nor homework assignments will receive a grade higher than 65%.

Suspension: A student may be suspended from school, only after a Parent-Administrator disciplinary conference. Very specific changes in attitudes and actions will be expected prior to re-admission. Work missed during any suspension cannot receive a grade higher than 65%. Disciplinary Probation is invoked when a student is suspended from school.

The Administrator at all times has the authority to suspend a student. The length of suspension will be one to five days, as determined by the Administrator. The reasons that would give cause for suspension are:

1. Continued deliberate disobedience or disrespect.
2. A rebellious spirit which is unchanged after much effort by the school staff.
3. A continued negative attitude and bad influence upon other students.
4. A serious breach of conduct in the classroom or on school grounds which has an adverse effect upon the school community.
5. Failure of the student to comply with the disciplinary actions of the school.
6. Failure of the parents to obtain recommended counseling.

Probation

The probationary policy at CCS is a conditional testing period assigned to a student who fails to meet the standards of the school in his or her attitudes or behavior. A student who is placed on probation will have a designated period of time to demonstrate the ability to perform satisfactorily at CCS. During the period of probation, a student is expected to improve his or her conduct to the extent necessary to satisfy the faculty and administration that he/she will benefit from continued enrollment at CCS.

During probation, the student will meet with the administration on a regular basis to discuss progress. Definite, individualized goals will be established for each student in the following areas:

- Spiritual Growth
- Academic Progress
- Attitude
- Citizenship

Probation should be viewed as a time when the school and the family can work closely together to encourage growth and improvement in the life of the student. It should be a positive experience for everyone involved. However, if the student fails to respond positively to these efforts, and adequate progress is not shown, the student may be asked to withdraw from the school.

Reasons for probation are:

1. Academic:
 - Insufficient academic progress.
 - Failure of the parents to get recommended professional help for exceptional children.
2. Attitude:
 - A rebellious spirit which is unchanged after much effort by the teachers and staff.
 - A continued negative attitude and bad influence upon the other students.
3. Disciplinary:
 - Continued deliberate disobedience.
 - Committing a serious breach of conduct in school or outside of school that has an adverse effect upon the school's testimony.
 - Failure of the parents to comply with the disciplinary procedures of the school.

Invoking Probation:

- The probation will take place after the staff has reviewed the student's behavior, attitude and/or academic performance.
- A conference is held with the parents, the student and the administrator to give notification and explanation of the probation.

- A written letter explaining probation, making suggestions for parental action, and requesting the parents to apply disciplinary measures during the probation in cooperation with the action of the school, will be sent to the parents.

Probation Period:

- Probation will last for six to nine weeks following the administrator's conference with the parents and student.
- Student activities will be limited.
- All positions of trust and responsibility must be relinquished during this time, including but not limited to, Leadership Team, sports, Praise & Worship Team, chapel speakers, middle school production, etc.

Expulsion: Expulsion will be recommended if it becomes apparent that the student will not be able to meet the requirements of the school, or that the student's behavior is preventing classroom instruction. Expulsion may also be recommended for violation of Category 3 rules, unresolved academic or disciplinary probation, or failure to correct the deficiencies specified in probationary admissions. When expulsion is recommended, a date of withdrawal from the school will be set and the withdrawal procedure followed. The expulsion date may be immediate. A student may be expelled from school for a serious breach of conduct, and/or repeated problems with behavior or academic performance.

SPIRITUAL LIFE AND CONDUCT

It is the desire and purpose of CCHS that every high school student would have a knowledge of God, in His son Jesus Christ as Lord, and the infallible word of God, the Holy Bible. It is the hope of all CCHS faculty and staff that each student would come to a committed personal relationship with God through faith in His son Jesus Christ.

While a personal relationship with Jesus Christ is not a requirement for admission to CCHS, students will be held to a code of conduct in accordance with the highest standards of honesty, integrity, responsibility, and love as set forth in Scripture. CCHS expects the following traits and behaviors from each student:

- A desire for academic, spiritual, and social growth.
- A concern for the safety and well-being of others.
- Taking responsibility for his/her actions and their effect on others.

At Crossroads Christian High School, we believe it is the right of every student to learn in an environment that promotes the highest level of spiritual growth and academic achievement. Because of this, we believe it is the responsibility of each individual to act in a manner that fosters an atmosphere of safety and trust. While enrolled at CCHS, the following activities will not be tolerated on or off CCHS property:

1. The use of illegal drugs, alcohol, or any form of tobacco.
2. Involvement in any kind of immoral behavior.
3. The use of profanity or language that is considered obscene.
4. Disorderly conduct (on or off school campus).
5. Stealing, lying, or cheating (including acts of plagiarism).

CHRISTIAN LIFESTYLE

As Christians we seek to live our lives out of the positive law of love in obedience to God's commandments. It is further recognized, however, that our love is imperfect, fragmentary, and deficient. It is in recognition of this fact that this conduct code seeks to assist the students and parents by prohibiting certain actions or behaviors that are in conflict with a Christian code of conduct. Negative

behavior lessens academic performance, causes difficulty in managing emotions, affects personal relationships, heightens the potential for damage to property, injury, or illness, and infringes on the rights of others. Therefore, students must at all times (365 days of the year, both on and off campus), while enrolled at CCHS refrain from the following):

1. The use of illegal drugs, alcoholic beverages, or any form of tobacco.
2. Involvement in immoral activities.
3. Swearing, telling dirty stories or using language unbecoming to a Christian.
4. Disorderly conduct (on and off campus).
5. Acts of plagiarism or dishonesty, such as cheating*, lying or stealing.

At Crossroads Christian High School, we strive to create an environment wherein all act honestly. We believe it is the right, and responsibility of each individual to contribute to and work in an environment of trust. Even though the following document refers to academic policy, honorable behavior covers the full range of activities within the school environment.

Plagiarizing encompasses, but is not limited to, the following:

- Presenting as one's own, the works or the opinions of someone else without proper acknowledgement.
- Borrowing of the sequence of ideas, the arrangement of materials, or the pattern of thought of someone else without proper acknowledgment.
- Some examples are: having a parent or another person write an essay or do a project which is then submitted as one's own work; failing to use proper documentation and bibliography.

Statement on Plagiarism

1. Plagiarism is scholarly theft, and it is defined as the unacknowledged use of secondary sources. More specifically, any written presentation in which the writer does not distinguish clearly between original and borrowed material constitutes plagiarism.

2. Because students, as scholars, must make continuous use of the concepts and the facts developed by other scholars, plagiarism is not mere use of another's facts and ideas. However, it is plagiarism when students present the work of other scholars as if it were their own work. There are a number of instances where students can be certain that they are not plagiarizing:

- a. Referring to commonly known facts is not plagiarism.
- b. Students may refer in their own words generally known and widely accepted ideas or theories without fear of plagiarism as long as they do not copy the plan or organizational scheme used by another scholar.

3. Plagiarism is committed in a number of ways:

- a. Reproducing another author's writing as if it were one's own.
- b. Paraphrasing another author's work without citing the original.
- c. Borrowing another author's ideas, even though they are reworded without giving credit.
- d. Copying another author's organization without giving credit.

4. Plagiarism is avoided when students give credit (in footnotes or other documentation forms) to the source in the following instances:

- a. When quoting directly from someone else's writing. A direct quotation must always be enclosed in quotation marks.
- b. When paraphrasing someone else's writing. To paraphrase means to restate a passage from someone else's writing in one's own words.
- c. When following the outline or structure of another author's argument, explanation, or theory – even though the material is summarized in one's own words.

5. When in doubt about how widely known ideas are, observe these steps:
- a. Document the source (footnotes or other documentation forms).
 - b. Ask your instructor.

Cheating encompasses, but is not limited to the following:

- Willful giving or receiving of an unauthorized, unfair, dishonest, or unscrupulous advantage in school work over other students.
- Attempted cheating.
- Some examples are: use of any form of communication during a graded assignment from another student or allowing the copying of an individual assignment; passing test or quiz information from members of one class period to members of another class period; submission of prewritten writing assignment at times when such assignments are supposed to be written in class; unauthorized use of study aids, notes, books, data, or other information; computer fraud; sabotaging the projects or experiments of other students.

Statement on Cheating

A core value of an institution that seeks to maintain high moral and ethical standards is the intolerance of cheating in any form. Cheating undermines both the integrity of the perpetrator as well as that of the school. The following will be considered cheating:

- The willful giving or receiving of an unauthorized, unfair, dishonest, or unscrupulous advantage in academic work over other students.

- The above may be accomplished by any means whatsoever, including, but not limited to, the following: fraud, duress, deception, theft, talking, signs, gestures, copying from another student, unauthorized collaboration, and the unauthorized use of study aids, memoranda, books, electronic programs, data or other information.

- Attempted cheating.

- Some examples are: deception; the use of talking, signs, or gestures during a quiz; copying from another student or allowing the copying of an individual assignment; passing test or quiz information during a class period or from one class period to members of another class period with the same teacher; submission of pre-written writing assignment at times when such assignments are supposed to be written in class; illegally exceeding time limits on timed tests, quizzes, or assignments; unauthorized use of study aids, notes, books, data, or other information; computer fraud; sabotaging the projects or experiments of other students.

Lying encompasses, but is not limited to, the following:

- Willful and knowledgeable telling of an untruth or falsehood as well as any form of deceit, attempted deception, or fraud in an oral or written statement.
- Some examples are: lying or failing to give complete information to a teacher; feigning illness to gain extra preparation time for tests, quizzes, or assignments due.

Stealing encompasses, but is not limited to, the following:

- Taking or appropriating without the right or permission to do so and with the intent to keep or make use of wrongfully, the school work or materials of another student or the instructional materials of a teacher.
- Some examples are: stealing copies of tests or quizzes, illegitimately accessing the teacher's answer key for tests or quizzes; stealing the teacher's edition of the textbook; stealing another student's homework, notes, or handouts.

If a student cheats or plagiarizes, she/he may receive a zero for the entire assignment and may not qualify for makeup of the assignment subject to the teacher's discretion. The school reserves the right to assign additional penalties based on the severity of the offense up to and including suspension or expulsion.

GENERAL SCHOOL RULES

The following school rules have been established to maintain and promote the safest and most effective environment for learning. These school rules will be enforced at all times and are in addition to individual classroom rules, which may vary.

1. All students are to be respectful and obedient to staff and faculty members at all times.
2. Students are to be good examples of Christian young people both on and off campus. Students are to show respect for the rights and feelings of others. Fighting, cheating, using bad language, etc., are not examples of Christian conduct.
3. Students are not allowed to display on their clothing or personal property such items as pictures or emblems that exalt groups or movements which are contrary to biblical standards.
4. Students are not allowed to bring or possess on campus fireworks, firecrackers, matches or other flammable materials.
5. Weapons of any kind are not allowed on campus.
6. Alcohol, illegal drugs, and tobacco are not allowed on campus.

7. No cassette players, radios, headsets, electronic games, or similar equipment are allowed on campus without prior consent from the administration. Cell phones and/or pagers must be in the "off" position during school hours. If a phone call needs to be made, student should report to the school office. Violation will result in items being taken to the office and will be returned to parents only.
8. No gum is allowed on campus at any time.
9. Students are not allowed to leave the campus during school hours except with written parent permission and office approval.
10. Tampering with or taking items from another student is not allowed.
11. Public displays of affections: i.e. familiar touch, holding hands, full frontal embraces, kissing, are not allowed.

CLASSROOM ENVIRONMENT

In order to maintain a classroom environment which allows for maximum learning, teachers establish those standards they deem necessary. However, the following standards are for all classes:

1. Students must always demonstrate respect for, and cooperation with, teachers.
2. Students will be on time to each class, and will be prepared with the necessary materials and mental attitude which indicates a readiness to learn.
3. All classroom and homework assignments are to be completed and turned in as assigned.
4. Communication of any kind between students which is disruptive to the teacher or classmates is unacceptable.
5. Personal grooming is inappropriate during class sessions and is not permitted.
6. Students leaving class for any reason will be issued a pass which will remain in the student's possession while the student is out of class.
7. Food and beverages will not be brought into the classrooms.
8. Students may not be in classrooms or offices unless a teacher or staff member is present.
9. The teacher's desk, briefcase, grade book, and other belongings are personal property and will be treated as such by students.

DRESS CODE

PURPOSE AND GENERAL GUIDELINES

As Christians, it is our desire for students to please the Lord and be a good witness to others in both appearance and behavior. We believe there is a definite relationship between good dress habits, good work habits and proper school behavior. We require students to dress **MODESTLY** and attractively without drawing undue attention to themselves. Students should avoid extreme or questionable fads and fashions. We believe that proper student dress in association with continual effort for good attitude and behavior are important elements of our wholesome Christian learning environment. We reserve the right to determine that which "attracts undue or excessive attention to the wearer . . ." and is therefore, unacceptable.

ALL STUDENTS

Picture or slogan shirts, blouses, etc., which show or speak of activities not in line with Christian principles are not permitted. The dress code applies to all student activities (i.e. field trips, sporting events, school plays, graduation, banquets, etc.) on and off campus.

No clothing, articles of clothing, jewelry or accessories related to a secular group or gang will be permitted on campus or at any school activity.

All clothes must fit properly. They should not be too tight or too baggy.

Special Note to Parents - Please read the dress code carefully, and then encourage and guide your student(s) to wear acceptable dress at school. We appreciate your cooperation in this area. Parents of students in violation of the code will be notified and requested to bring appropriate attire on the day of the violation, if there is not some other acceptable clothing to be worn.

GIRLS

- 1) Girls should be neatly dressed at school.
- 2) Tight-fitting clothing is not acceptable.
- 3) Short tops, which expose any part of the midriff skin, are not permitted. No undergarments are permitted to show through the outerwear.
- 4) Halter/off-the-shoulder tops and dresses are not permitted.
- 5) Tops or dresses with shoulder straps less than 2 inches will need a shirt underneath or jacket or sweater (no sheer) worn at all times over them as a part of the outfit.
- 6) Dresses or skirts should not be shorter than 5 inches from the top of the knee. (This includes sitting.)
- 7) The bodices of dresses, blouses and tops must be worn in a modest fashion. Cleavage cannot show when sitting down or bending over. Administration reserves the right to determine if the bodices of dresses, blouses and tops are modest.
- 8) Plain white t-shirts (undershirts) must be considered "underwear" and should be worn as undergarments only. They are not acceptable for outer garment wear. T-shirts intended for outer garment wear should have a pocket, or a printed picture or slogan, and the picture or slogan must not show or speak of activities which are not in line with Christian principles.
- 9) Jeans that are bought faded (stone washed) are acceptable. No HOLES or CUTS.
- 10) Blouses and tops must overlap the waistband of pants and skirts enough to allow for no midriff to show.
- 11) Shorts cannot be shorter than 5" above the top of the knee. Tight-fitting shorts are not acceptable.
- 12) Leggings are acceptable only when the top that is worn meets the 5" rule.
- 13) Pants, skirts, or shorts with writing across the back pockets or "seat" are not allowed.
- 14) Girls should wear their hairstyles in a clean, neat and attractive manner. Hair should be a natural color. Avoid extreme or questionable hairstyles.

- 15) Jewelry can be worn in moderation. Safety pins in the ears are not acceptable.
- 16) Body piercing is not allowed, except on the ears.
- 17) No tattoos.
- 19) No gothic or grunge clothing.
- 20) Clothing which displays words with suggestive double-meanings is not allowed.

BOYS

- 1) Boys should be neatly dressed at school.
- 2) Boys must wear jeans, pants or shorts of appropriate size, not too baggy or too tight. Faded, frayed, excessively worn, and/or dirty clothing is not acceptable. Jeans that are bought faded (stone washed) are acceptable. NO HOLES or CUTS. All pants must be worn at the waist line.
- 3) Pants or shorts with writing across the back pockets or "seat" are not allowed.
- 4) Plain white t-shirts (undershirts) must be considered "underwear" and should be worn as undergarments only. They are not acceptable for outer garment wear. T-shirts intended for outer garment wear should either have a pocket, or a printed picture or slogan, and the picture or slogan must not show or speak of activities which are not in line with Christian principles.
- 5) Boys' undershirts should be tucked in.
- 6) Tank tops are not permitted.
- 7) Any type of body piercing is not permitted.
- 8) No choke chains, wallet chains, dog collars. No studs or spikes may be worn on belts or accessories.
- 9) Hair should be a natural color, clean, and neatly combed (not in eyes, etc.). Avoid extreme or questionable hairstyles.
- 10) Hats are permitted except in classrooms and Chapel. Bandanas are not allowed.
- 11) Safety pins should not be used as decorations or in excess on one's clothing.
- 12) Boys may not wear nail polish.
- 13) No tattoos.
- 14) No facial hair.
- 16) No sleeveless shirts.
- 17) No gothic or grunge clothing.

This dress code is not all inclusive. Any situation not specifically covered herein will be resolved by the administration in accordance with the general intent and purpose of the code. With changing styles, the administration reserves the right to add inappropriate clothing to this list at any time.

MISSIONS TRIPS

One of the primary goals of CCHS is to give our students the opportunity to fulfill the Great Commission... *"Therefore go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you."* (Matthew 28: 19-20 NIV) It is also our hope that, as students come to faith in Jesus Christ, they would have a chance to put that faith into action through deeds of service (James 2:17-18).

While at CCHS, students must complete 40 hours of volunteer work, or 10 hours for each academic year, as a requirement for high school graduation. Students will be given opportunities to serve in Corona or other local communities and/or participate in a missions trip. Missions trips will be offered during each academic year. We encourage each student to pray about his/her involvement in a service opportunity or missions trip that *"...you may live a life worthy of the Lord and may please Him in every way: bearing fruit in every good work, growing in the knowledge of God."* (Colossians 1:10 NIV)