



HIGH SCHOOL HANDBOOK

SHERIDAN HILLS CHRISTIAN SCHOOL

3751 Sheridan Street

Hollywood, Florida 33021-3688

(954) 966-7995 (954) 961-1359 Fax

www.shcsnet.org

Welcome to the 2011-2012 School Year!

Greetings Parents and Students:

What a great privilege we share to be placed by God in a school community that rejoices in His grace every day. From our students and their families to our faculty, staff, coaches, and pastors, God has joined us together to serve and worship Him. Romans 12:5 tell us, *“So in Christ we who are many form one body, and each member belongs to all the others...”*

In Genesis 1:28, God asks us not to just work for Him, but to join His joyful creation. Our hearts are filled with joy each day as we anticipate the work God has in store for us this year. It is our desire to help each student discover his/her God-given potential while growing in wisdom, stature, and in favor with God and man. Thank you for your prayers, volunteerism, donations, and Kingdom work during the 2011-2012 school year. What a great year we anticipate!

Prayerfully, this Student Handbook will serve as a guide to help us to partner together in achieving excellence in academics, athletics, character, and service for His glory.

Blessings to you and your family in Jesus Christ,

Mrs. Wendy Talpesh, Head of School
Mrs. Robin Carrier, High School Principal

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MISSION STATEMENT

Sheridan Hills Christian School is committed to educating young people in a tradition of academic excellence founded on faith in Jesus Christ.

Our mission is to train young people to be leaders with a Christian perspective on the world. Our educational goal is to foster in children the academic achievement, spiritual development, social maturity, and physical skills necessary to glorify God. Sheridan Hills strives to provide a safe and caring learning environment where students are challenged to reach their maximum potential. Our commitment to a Christian philosophy, accelerated curriculum, quality textbooks, and professional, qualified teachers assures excellence in education. Sheridan Hills Christian School aims to provide students with a comprehensive college-preparatory education.

EDUCATIONAL PHILOSOPHY

The school board, faculty, and staff of Sheridan Hills Christian School believe that:

- Each student is unique, valuable, and created in God's image.
- A safe and stimulating learning environment is necessary for fostering student growth.
- Education should be God-inspired and student-centered and is a partnership among students, teachers, parents, and the broader community.
- We must challenge and provide support for students not only to reach their academic potential, but more importantly, to come to a saving knowledge of the Lord Jesus Christ.
- By providing a curriculum which emphasizes strong academics and creative expression, students will become critical thinkers.
- Education is not limited to the classroom. Missions outreach and travel experience offer valuable learning opportunities.
- Technology and computer literacy are an integral part of education.
- Physical fitness promotes team building, self-discipline, and a healthy lifestyle.
- On leaving SHCS, our students are thoroughly prepared to meet their future goals.
- Education which celebrates cultural diversity fosters respect among God's children.
- A well-rounded education should provide meaningful opportunities for students to become active, positive members of the community.

Contact Information

School office hours are from 7:30 A.M. to 3:30 P.M. (An answering service is available other hours).

School Office (954) 966-7995
Attendance (954) 963-6068 ext. 410

School Fax (954) 961-1359
Voice Mail (954) 963-6068

<u>Administrators</u>	<u>Telephone #</u>	<u>Extension</u>	<u>Email Address</u>
Head of School, Wendy Talpesh	(954) 966-7995	413	talpeschw@shcsnet.org
High School Principal, Robin Carrier	(954) 966-7995	401	carrierr@shcsnet.org
Athletic Director, Todd von Weyhe	(954) 963-6068	411	vonweyhet@shcsnet.org
Guidance Counselor, Becky Hecht	(954) 966-7995		hechtr@shcsnet.org
High School Youth Pastor, Kevin Wright	(954) 961-4250	336	wrightk@sheridanhills.org

<u>High School Faculty</u>	<u>Subject</u>	<u>Telephone #</u>	<u>Email Address</u>
Acevedo, Eduardo	History	(954) 966-7995	acevedoe@shcsnet.org
Berger, Nikki	History	(954) 966-7995	bergern@shcsnet.org
Cyrus, Karola	English	(954) 966-7995	cyrusk@shcsnet.org
Donehoo, Dorothy	Science	(954) 966-7995	donehood@shcsnet.org
Fernandez, Karen	English	(954) 966-7995	fernandezk@shcsnet.org
Jaggernauth, Esau	Math	(954) 966-7995	jaggernauth@shcsnet.org
Ketcherside, Meg	Spanish	(954) 966-7995	ketchersidem@shcsnet.org
Larez, Sherah	English	(954) 966-7995	larezs@shcsnet.org
Rantin, Debbie	Health/P.E.	(954) 966-7995	rantind@shcsnet.org
Talpesh, T	Bible IV	(954) 966-7995	
Talpesh, Tim	Health/P.E.	(954) 966-7995	talpesht@shcsnet.org
Zell, Christina	Math	(954) 966-9995	zellc@shcsnet.org

To Inquire About:

Athletics
Attendance
Club Room
College Planning
Curriculum
Discipline
Financial Matters
General Information
Tutoring

Call:

Todd von Weyhe, Athletic Director
Nancy Broch, Attendance Officer
Club Room Director
Becky Hecht, Guidance Counselor
Robin Carrier, High School Principal
Classroom Teacher then High School Principal
Kathy Broadwater, Accounts Receivable Bookkeeper
School Office Staff
Brittany Scanlon, Tutoring Coordinator

Website:

www.shcsnet.org

RenWeb, the Sheridan Hills Christian School software management system, may be accessed at www.renweb.com. This is a full resource center for parents to collaborate with teachers and administrators. This source allows parents to:

- Stay informed of homework, projects, upcoming test dates, and attendance records in each class.
- Receive private or group messages from teachers, as well as send private messages to them.

- Read important school news.
- Review the school calendar and group events.

SCHOOL STANDARDS

1. Respect for God, including His name, His Word, His creation, His material blessings, and places set aside to worship Him.
Therefore, we will not tolerate profanity including the casual use of God's name, misuse of the Bible, lack of respect in chapel services, untidiness on the grounds, or the defacing of school property.
2. Respect for Self
Because he/she is a creation of God, every student's life is of immeasurable value, and we seek to instill in our students an awareness of their worth, their potential, and the means by which God will provide a successful life for them. This success depends on a realistic view of the student's own basic nature. The student must recognize his/her own inadequacy apart from the help of God and come to depend on the resources God has provided to make right living possible. Students will be encouraged to develop a respect for their own work and to demonstrate that respect by doing work neatly and to the best of their ability. Students will be expected to demonstrate a measure of self-control, to govern their emotional responses, and to develop an understanding of God's way of righting injustice. Those things which would hinder the development of strong character and a healthy body are strictly forbidden. These include immorality, stubbornness, lying, cheating, stealing, unclean language or actions, smoking, alcoholic beverages, and the use of non-medical drugs. Students who participate in this type of conduct may be expelled from school.
3. Respect for Others.
Students will be expected to respect and obey those in authority because of the position God has entrusted to them. Lack of respect and willful disobedience will be serious causes for correction. The school will strive to help students develop a healthy respect for their parents and civil authorities. Students are expected to show respect for adults by demonstrating courtesy at all times. Students are expected to show respect and consideration for their fellow students and to develop the qualities of forgiveness, patience, and Christian love. Students will be encouraged to develop a desire to help others and to work on purposeful friendships. Fighting and unkindness in conversation or action is unacceptable.
4. General Qualities
 - Promptness: Students are expected to be on time to all classes and student activities.
 - Dress: Students are expected to demonstrate cleanliness, neatness, and modesty by the way in which they dress. In doing so, they demonstrate respect for themselves, the opinions of others and the reputation of the school in the community.
 - Loyalty: Students are expected to demonstrate loyalty toward their country, community, school, and family.
 - Trustworthiness: Students are expected to fulfill their commitments.
 - Orderliness: Students are expected to be orderly in their behavior when in groups and to contribute to the neatness of the school by proper care of school supplies and equipment and the proper management of their own possessions.

ACADEMIC INFORMATION AND REQUIREMENTS

Help Sessions

Students attending help sessions are required to attend the entire help session.

DAY/TIME	TEACHER	ROOM	SUBJECTS
Tuesday 2:50 – 3:30 p.m.	Mrs. Fernandez	E304	English IV English IV Honors
Tuesday 2:50 – 3:30 p.m.	Dr. Jaggernauth	E302	Algebra I Algebra II Geometry Pre Calculus
Tuesday 2:50 – 3:30 p.m.	Mrs. Larez	E307	AP Literature English I English II Honors
Tuesday 2:50 – 3:30 p.m.	Miss Zell	E308	Algebra I Algebra II Algebra II Honors Physical Science
Wednesday 2:50 – 3:30 p.m.	Mrs. Berger	E301	American Government American Government Honors Speech & Debate US History I US History I Honors US History II Honors
Wednesday 2:50 – 3:30 p.m.	Miss Cyrus	E305	English II English III English III Honors Psychology
Wednesday 2:50 – 3:30 p.m.	Mrs. Ketcherside	E306	Spanish I Spanish II World View
Thursday 2:50 – 3:30 p.m.	Mr. Acevedo	N203A	US History II World History World History Honors
Thursday 2:50 – 3:30 p.m.	Miss Donehoo	E306	Biology Biology Honors Chemistry Chemistry Honors Physical Science Honors Physics Honors
Thursday 2:50 – 3:30 p.m.	Miss Zell	E308	Algebra I Algebra II Algebra II Honors Physical Science

Students must be supervised at all times. Help session attendees must be picked up at the high school gate by a parents and/or guardians no later than 3:35 p.m. Teachers are required to escort unsupervised

students to club room.

Homework

Homework is a normal expectation of the SHCS academic program. A general guideline is two hours of homework per day, or 20 – 30 minutes in any one course. The student is expected to keep track of homework assignments for several days in advance and to plan their study time accordingly. If a student finds that he/she are consistently spending more than two hours per day on homework assignments, he/she should speak to his/her classroom teacher.

Advanced Placement (AP) and honors courses in high school will require more than the average amount of homework.

Course Grades

The following standards are used in assigning letter grades:

- A: Excellent work in all areas of the course, including participation. The student has demonstrated a superior level of effort, skill, and accomplishment and has met the highest standard of achievement.
- B: Above average work in all areas of the course, including participation. The student has demonstrated a commendable level of effort, skill and accomplishment and should be well prepared for further work in this subject area.
- C: Satisfactory work in all areas of the course, including participation. The student has demonstrated an adequate level of effort, skill, and accomplishment and should be able to succeed at the next basic level in this subject area. However, advanced work in this area may not be advisable.
- D: Less than satisfactory work in significant portions of the course. The student has met minimum standards for credit but may lack preparation for further work in the subject.
- F: No Credit. The student has not done sufficient work to meet minimum standards for credit and is not prepared for more advanced work in this subject area.

Interim Reports, Report Cards, and Transcripts

Sheridan Hills Christian School reports to parents and students eight times a year on academic progress. Interim reports are emailed to the parents at mid-quarter and are also available on RenWeb. Report Cards are mailed at the end of every quarter.

2011/2012	Interim Report Card	Report Card	Transcript
1 st Quarter	August 15 – September 9	August 15-October 6	
2 nd Quarter	October 10-November 10	October 10-December 12	
1 st Semester			August 15 – December 16
3 rd Quarter	January 3- February 3	January 3 – March 9	
4 th Quarter	March 19 – April 20	March 19 – May 21	
2 nd Semester			January 3 – May 25

Semester Grade Calculation

	Quarter 1	Quarter 2	Semester Exam
Semester 1	40%	40%	20%
	Quarter 3	Quarter 4	Semester Exam

Semester 2	40%	40%	20%
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Grading Scale

		Quality Points	Quality Points	Quality Points	Quality Points	Quality Points	Quality Points
Letter Grade	Numeric Grade	Regular	Honors	Dual Enrollment Level 1000	Dual Enrollment Level 2000	AP < "3" Exam	AP > "3" Exam
A+	98-100	4.30	5.30	5.30	6.30	5.30	6.30
A	94-97	4.00	5.00	5.00	6.00	5.00	6.00
A-	90-93	4.00	5.00	5.00	6.00	5.00	6.00
B+	88-89	3.50	4.50	4.50	5.50	4.50	5.50
B	84-87	3.00	4.00	4.00	5.00	4.00	5.00
B-	80-83	3.00	4.00	4.00	5.00	4.00	5.00
C+	78-79	2.20	3.50	3.50	4.50	3.50	4.50
C	74-77	2.00	3.00	3.00	4.00	3.00	4.00
C-	70-73	2.00	3.00	3.00	4.00	3.00	4.00
D+	68-69	1.50	1.50	1.50	1.50	1.50	1.50
D	64-67	1.00	1.00	1.00	1.00	1.00	1.00
D-	60-63	1.00	1.00	1.00	1.00	1.00	1.00
F	Below 60	0.00	0.00	0.00	0.00	0.00	0.00

Please note: Letter grades displaying plus signs (+) shall be used in the calculation of the weighted grade point average for the purpose of determining class rank. Plus grades may not be used for determining the Bright Futures Scholarship Program, Florida's State University System, or the NCAA Clearinghouse.

Recognition is given in high school to those who have outstanding scholastic achievement and/or outstanding citizenship achievement. Students must maintain a 2.0 grade point average in order to participate in interscholastic activities (sports, cheerleading, student government, etc.)

Academic Eligibility for Student Athletes

Participation in interscholastic athletic programs by a student is a privilege, not a right. Students who participate are required to meet the requirements established in state law, Florida High School Athletic Association (FHSAA) regulations, and by Sheridan Hills Christian School.

Student athletes must:

- Have a cumulative 2.0 grade point average on a 4.0 un-weighted scale at the conclusion of each semester to be academically eligible during the next semester. (s.1006.15(3)(a)1, Florida Statutes)
- Maintain a 60% or higher average in all classes at all times.
- Turn in homework assignments for all classes prior to early dismissal on game days.
- Complete quizzes and tests for all classes prior to early dismissal on game days.
- Be present in school all day on game days.

Graduation Requirements

Academic Graduation Requirements:

To graduate from Sheridan Hills Christian School, a student must earn a 2.0 or higher cumulative grade point average and earn a minimum of 26 semester credits. At Sheridan Hills Christian School the

normal class load is seven classes per semester.

Additional Graduation Requirements:

- ◆ 100 Community Service Hours (25 per year, and at least 50 hours outside of school and church)
- ◆ Construction of a college portfolio
- ◆ Standardized test scores for both the ACT and the SAT
- ◆ Attendance (15 or less absences in each class per semester)

To graduate with a SHCS diploma, you must earn at least seven credits at Sheridan Hills Christian School. *To participate in graduation exercises, the SHCS diploma recipient must successfully complete all community service requirements by December prior to graduation, and all academic requirements by the last day seniors meet for classes.* An exception may be granted by the Head of School for a student who fails a class during the second semester of the senior year, who has demonstrated a positive attitude toward the course and is willing to make up the course and provide an official transcript from an accredited school with a passing grade by June 30th of their senior year.

NOTE: The Florida Department of Education minimum course requirement for graduation (24 specific credits) cannot be waived under any circumstances.

The following requirements must be met in specific subject areas in grades 9 through 12.

Category	Required Credits per Subject Area	Course Name	Required Credits per Course
Bible	4	Introduction to Bible I: Old Testament	1
		Introduction to Bible II: New Testament	1
		Bible III: World View/Career Discovery	1
		Bible IV: Truth Project/Crown Financial Ministries	1
English	4	English I	1
		English II	1
		English III	1
		English IV	1
History	4	World History	1
		United States History I	1
		United States History II or Alternate	1
		American Government/Economics	1
Mathematics	4	Algebra I	1
		Geometry	1
		Algebra II	1
		Integrated Math III or Pre-Calculus	1
Science	3	Physical Science or Alternate	1
		Biology	1
		Chemistry	1
Foreign Language	2	Spanish I	1
		Spanish II	1
Computer	1	Introduction to Computer	1
Fine or Practical Arts	1	Band	Choose 1
		Choir	Choose 1
		Drama	Choose 1
		Speech	Choose 1

		Family & Consumer Sciences	Choose 1
		Principles of Food Preparation	Choose 1
Physical Education	1	Personal Fitness	Choose 1
		Aerobics	Choose 1
		Team Sports	Choose 1
		Weight Lifting	Choose 1
Health	½	Health	Choose 1
	½	Life Skills	Choose 1
Electives	1	Digital Design/Yearbook	Choose 1
		Graphics	Choose 1
		Media	Choose 1
		Reading	Choose 1
		SAT Preparation	Choose 1
		Teacher Assistant	Choose 1

High School Graduation Ceremony

High school graduation will be held in the Worship Center of Sheridan Hills Baptist Church. Pews will be reserved for the graduates and families of the valedictorian and salutatorian. General seating will be available to other guests.

High School Credit and Courses Taken in the 8th Grade

SHCS does not grant or accept high school credit for courses taken in the 8th grade except in one of the following situations:

1. SHCS will accept Algebra I or Spanish I credit granted by another high school as recorded on the high school transcript at the time of transfer to SHCS.
2. SHCS may grant credit for high school classes taken in the 8th grade at SHCS when:
 - A. These courses are part of a five year educational plan developed with the SHCS high school counselor; and
 - B. The student has earned a final grade of a B- (80%) or higher.

Such courses receive a letter grade which will impact high school cumulative GPA and class rank at graduation.

Credit for Courses Taken at Other Schools

Because of the emphasis at SHCS on a Christian perspective in learning, you are expected to meet your graduation requirements through SHCS courses. While enrolled at SHCS, you may earn credit for courses taken through other schools or credit granting organizations only with prior written approval of the principal. The grade will be recorded on the transcript as “transfer credit”. Permission will be granted only if:

1. The course is not offered at SHCS.
2. The course cannot be taken at SHCS because of scheduling conflicts.
3. The course is being retaken due to the original grade in the course being below a 60%.
NOTE: Students may retake a maximum of 5 credits outside of SHCS.
4. Official transcripts for courses taken at other schools are submitted to the guidance office.

Credit for Work as a Teacher Aide (TA)

1. Teacher Aide positions earn letter grades.
2. Teacher Aide positions earn .25 credit per semester.

Transfer of Academic Credits and Grades to SHCS

Grades and credits from official transcripts of schools, correspondence schools, other state approved credit granting organizations, or home school organizations which have been earned prior to enrolling as a full time student at SHCS are accepted according to the Florida Department of Education guidelines. The grade point average will be calculated using the SHCS grading system.

Adding/Withdrawing from Classes

Students may only add or drop courses during the first week of the semester with approval from the teacher, guidance counselor, and principal. All adds or drops must be requested on the Schedule Change Request Form. No graded class may be added after the first week.

Repeats/Grade Forgiveness

All required courses must be repeated if failed. In all cases, both attempts will be placed on the transcript. The highest grade will be used when calculating the cumulative grade point average.

A forgiveness policy for required core courses shall be limited to replacing a grade of: D or the grade of 60-69 with a grade of 70 or higher, earned subsequently in the same course. F or the grade of 0-59 with a grade of 70 or higher, earned subsequently in the same course.

Weighted Quality Points for Class Ranking

It is recognized that students who choose a more rigorous course of study will be required to do additional class work, homework, tests, projects, etc. to meet the requirements of the class. Therefore, students in rigorous courses are awarded with additional quality points. These additional points are called “weighted” points. The following chart outlines when weighted points are earned by students:

Type of Course	Weighted
Advanced Placement	+1
Advanced Placement with Passed Exam	+2
Dual Enrollment, 1000 level	Zero to +1
Dual Enrollment, 2000 level	+2
Foreign Language above second year	+1
Honors	+1

Please note: Quality points shall be used in the calculation of the weighted grade point average for the purpose of determining class rank. Weighted quality points will not be used for determining the Bright Futures Scholarship Program, Florida’s State University System, or the NCAA Clearinghouse.

Advanced Placement Program

The Advanced Placement Program consists of over 37 college level courses and exams across 22 subject areas that are offered at high schools. Courses are available in several areas from art to statistics. Advanced Placement classes give students the opportunity to pursue college-level studies while still in high school and help prepare them for AP Exams, which are taken in May for a fee. Participating colleges grant credit for high scores. SHCS currently offers AP class in English Composition and Literature. Successful completion of AP courses and receipt of a qualifying score on the national AP exam may result in college credit or advanced placement in college courses at many colleges and

universities. Placement in AP courses is based on previous academic record and standardized test results. AP course options are also available through Florida Virtual School.

Honors Program

Honors courses are offered in most core subjects for students wishing to pursue a more rigorous course of study. Placement in honors courses is based on previous academic record and standardized test results. All students are strongly urged to challenge themselves by attempting honors level courses.

Broward Virtual School/Florida Virtual School

Students may take courses online to recover credit or to take a course not available to them at SHCS. Enrollment in virtual school must be pre-approved by the guidance counselor and principal. Students may earn up to five recovery credits from virtual school. All virtual classes must be completed off campus and in addition to the seven classes of a normal school schedule.

Dual Enrollment in High School and College Courses

Dual enrollment is an acceleration program that allows high school students to simultaneously earn credit toward high school graduation requirements and an associate or baccalaureate degree at a Florida public postsecondary institution. Students must meet the following requirements:

- Earn a minimum of 11 credits prior to enrollment
- Earn a minimum 3.0 unweighted grade point average prior to enrollment
- Obtain permission from the high school principal
- Obtain minimum ACT, CPT, PERT, or SAT placement scores prior to enrollment
- Select courses from the approved list and obtain approval from the guidance counselor
- Satisfy any prerequisites
- Maintain a 3.0 unweighted GPA in high school coursework and a 2.0 college GPA in order to continue in the program
- Conform to all post-secondary institution policies and procedures

NOTE: Some three credit hour dual enrollment classes equate to one-half (.5) high school credit.

Early dismissal for dual enrollment courses may be approved by the principal for a student during his/her senior year; however, he/she must be present at SHCS for 1st - 5th periods. Eligible sophomores and juniors are encouraged to dual enroll during the summer months.

Successful completion of dual enrollment courses provides a competitive edge during the college admissions process. Dual enrollment not only saves college tuition; it also allows students to explore possible future majors. Tuition at the post-secondary institution is free.

NATIONAL HONOR SOCIETY

Sophomores, juniors, and seniors with a cumulative GPA of 3.5 or higher may be invited to apply. The student must have attended SHCS for one semester. New members are selected by a council of the high school faculty and are evaluated in the areas of leadership, service, and character. The society meets regularly and all members are required to participate in at least one service project per semester. Members are given a certificate and wear gold and blue tassels at high school graduation.

STUDENT RECOGNITION

SHCS recognizes a student's accomplishments, efforts, and contributions to school and community in a number of formal and informal ways. Our intent is to encourage and motivate the faithful stewardship of the gifts God has given, to recognize and validate the varieties of gifts and areas of interest of our students, and to celebrate as a community their successes.

- **Service Awards**: Though all SHCS students participate in some service activities, each year several students are recognized for outstanding leadership in service activities and for continuing service throughout the school year.
- **Honor Roll**: The purpose of the honor roll is to recognize and encourage students in their academic work. Sheridan Hills Christian School makes two distinctions in receiving honors.
 - Top Scholar's Honor Roll: Students must earn straight A's.
 - Principal's Honor Roll: Students must earn A's and B's in all classes
- **Top Scholars**: Each year at the awards assembly, SHCS recognizes the student(s) in each grade level who have the highest cumulative GPA for the school year.
- **Department Awards**: Each year one or more students are recognized by the teachers in academic departments (e.g., English, Math) for consistent outstanding effort and/or achievement in that subject area.
- **Pinnacle Award**: This award is presented by the Broward County Nonpublic School Association to an exemplary senior who sets an example for others by their actions in the home, school, or community.
- **Presidential Award for Academic Excellence**: Awarded to seniors with a 3.5 cumulative grade point average and SAT scores of 500+ Critical Reading and 500+ Math.
- **Miami Herald Silver Knight Nominee Awards**: Presented to seniors based on outstanding achievement in a subject area combined with 250+ community service hours.
- **Valedictorian and Salutatorian**: The full time student(s) in the graduating class with the highest cumulative GPA over the eight semesters of high school is named class valedictorian. The student(s) with the second highest cumulative GPA is named salutatorian. Each student receives a medal which is worn at graduation and traditionally participates in the commencement ceremony.
- **Varsity Letters**: Student athletes may earn a Sheridan Hills Christian School Letter by participating on a varsity team. An annual sports banquet is held in May to recognize student athletes.

TESTING

Subject Area Testing

Most of the tests a student takes will be teacher-made exams in specific courses. They will range from individually tailored essay questions to skill tests in physical education. It is just as valuable for students to learn the teacher's expectations as it is to learn the course content. Students should feel free to discuss their answers to items on these tests with the teacher so that the testing process will be helpful to the student and to the teacher.

Semester Exams

High school students are required to take semester exams for all core classes. The first semester exam is a cumulative exam of all 1st and 2nd quarter subject area content. The second semester exam is a cumulative exam of all 3rd and 4th quarter subject area content. Semester exams are weighted 20% of the semester grade. Attendance is very important during the review days prior to the exam and for the exam days. Statistically students score higher on exams when taken on pace with the rest of the class. Students must take the exam at the scheduled testing time or a \$25 make-up fee per test will be charged. Make-up exams must be completed within ten days of the original scheduled test date. A zero grade will be averaged into the semester grade if the student does not take the exam.

Standardized Testing

	<u>On-Campus</u>	<u>Off-Campus</u>
Grade 9	PLAN (Pre-ACT)	
Grade 10	ASVAB PLAN (Pre-ACT) and PSAT (Pre-SAT) Preliminary Scholastic Aptitude Test/ National Merit Scholarship Qualifying Test	
Grade 11	ASVAB PSAT (Pre-SAT) Preliminary Scholastic Aptitude Test/ National Merit Scholarship Qualifying Test	ACT, American College Test SAT, Scholastic Aptitude Test
Grade 12	ASVAB	ACT, American College Test SAT, Scholastic Aptitude Test

ACT *(American College Test).

The ACT is a college entrance exam. The ACT test measures basic academic development in the areas of English, Mathematics, Reading, Science Reasoning, and Writing.

PLAN - This test provides a baseline for assessing student academic growth throughout high school and helps students predict their probable performance on the ACT. The PLAN test measures basic academic development in the areas of English, Mathematics, Reading, and Science Reasoning. The PLAN also measures knowledge of effective study skills and helps identify career interests, and relates these to educational and training requirements.

PSAT/NMSQT (Preliminary Scholastic Aptitude and National Merit Scholarship Qualifying Test) - This test provides a baseline for assessing student academic growth throughout high school and helps students predict their probable performance on the SAT. The PSAT test measures basic academic development in the areas of Critical Reading, Mathematics, and Writing. This test will enable SHCS advisors and the counselor of the college of a student's choice to better advise him/her about academic pursuits.

SAT* (Scholastic Aptitude Test)

The SAT is a college entrance exam. The SAT test measures basic academic development in the areas of Critical Reading, Mathematics, and Writing.

*Students are encouraged to complete the SAT and/or ACT test in the spring of their junior year and are required to take both tests for graduation.

ATTENDANCE

In order to gain the most from school, students must be regular in attendance. There will always be sound reasons to excuse a student from school, but it must be understood by parents and students alike that the fewer interruptions in the normal operations of the school, the greater the profit to the student. Parents and students are asked to make every effort to cooperate with the school in this matter. If any student misses more than thirty (30) days of school, he or she may be required to repeat the grade or classes missed. **In order to receive credit for a class, high school students may not be absent from a class more than fifteen (15) days per semester. High school students who are absent more than ten minutes from a class will be considered absent from that class.** If a student is absent three consecutive weeks or more for illness, the family must arrange for a private tutor or a homebound teacher. Any illness-related absence that extends more than three (3) school days may require a doctor's excuse for re-admission.

Absence

When a student is absent or when a student will not be arriving before 9:00 a.m., the parent or guardian must:

1. Notify the school attendance office at (954) 963-6068 ext. 410 by 9:00 a.m. stating the reason for the absence or late arrival. This procedure is required every day a student is absent.
2. The student must bring a note (within three days of the absence) signed by a parent or guardian stating the student's name, reason for the absence, and the date(s) of the absence.

Excused Absences

Excused absences include absences due to illness, death in the family, medical appointments, and other reasons approved in advance. Before consideration will be given to granting an excused absence, the student must bring a note (within three days of the absence) signed by a parent or guardian stating the student's name, reason for the absence, and the date(s) of the absence

For pre-approval and to secure advance assignments in a timely manner, send a written request to the attendance office at least two school days prior to the absence.

Unexcused Absences

High school students will receive an unexcused absence if a parent or guardian does not:

1. Notify the school attendance office (954-963-6068 ext. 410) by 9 a.m. on the day of the absence, and
2. Provide a note (within three days of the absence) signed by a parent or guardian stating the student's name, reason for the absence, and the date(s) of the absence.

Any class missed for unexcused reasons during the school day will result in a zero for the class session missed.

Attendance Requirements for SHCS Student Athletes

1. Athlete must be present in school all day on game days.
2. Homework assignments for all classes must be turned in prior to early dismissal on game days.
3. Quizzes and tests for all classes must be completed prior to early dismissal on game days.

Contagious Diseases

After illness due to a contagious disease, the returning student must have a written statement from a medical doctor indicating the condition is no longer contagious.

Early Dismissal

When it becomes necessary for the parent to take a student out of class for doctor's appointments or other reasons during the day, release of the student must be made through the school office. Early dismissal will be granted for the same reasons allowable for excused absences. You are encouraged to schedule appointments with your doctor or dentist before or after school hours. However, when emergency demands, the appointment should be made as early or as late in the day as possible.

Early dismissal can be obtained only through a written note. Please do not call the office requesting early dismissal unless absolutely necessary, as it is disrupting to a smooth-running class to have students leaving without prior notice. The student will present the note to the teacher. When it is time for the student to be dismissed, the teacher will send the student and the note to the office. The student will give the note to the receptionist and sign out before leaving the campus. Unless a student drives to school, students are to be signed out and picked up in the school office by a parent or person authorized by the parent. When the student returns to school, a note must be turned in to the school office. If the reason for the absence was a medical appointment, the student must provide a note from the doctor.

Make-Up Work Policy

If any student is absent one or more days, it is the student's responsibility to find out all assignments missed during the absence. If an absence is extended to three or more days, a parent may call the school office before 7:45 a.m. the third morning, and assignments will be ready in the school office at 3:00 p.m. It is the student's responsibility to contact the teachers to schedule make-up tests or quizzes. Each subject teacher will have a folder of all make-up tests dated as of the day of return. There is a two day time limit to make up missed work including test and quizzes. However, if a student is absent on a test date and was present on the day prior to the test, the student must take the test on the day of return. Each incomplete test will be recorded as a zero. *The make-up policy does not apply to student athletes who are absent due to early dismissal for sporting events.*

Pre-Planned Absences

Any student who will be out of school for reasons other than illness must obtain all assignments for the period of absence prior to leaving. Parents must send a written request to the attendance office giving an explanation of the reason for the absence two school days prior to the absence. If an excused absence is granted, completed work must be turned in the first day back to school. No additional time will be granted for make-up work. Missed quizzes and tests must be made up within a week of return. Should the absence extend beyond the pre-arranged length of time, a written note explaining the additional absence must be brought to the attendance office the day the student returns to school.

Tardiness

High school students who arrive on campus after the tardy bell must report to the school office and sign in. Habitual tardiness will be cause for disciplinary action. Before consideration will be given to granting an excused tardy, the student must bring a dated note from a parent or guardian stating the student's name and the reason for arriving late. Any class missed for unexcused reasons during the school day will result in a zero for the class session missed. For perfect attendance purposes, a student will be allowed to be tardy three times during the year, two excused and no more than one unexcused.

Travel distances from home to school and habitual traffic problems are not acceptable reasons for consistent lateness to school.

DISCIPLINE

Sheridan Hills Christian School seeks to follow a Biblical approach to discipline. Although discipline is necessary for the school to run smoothly, it is primarily for the student's own good. It is our purpose to train our students so that they may enjoy the most meaningful life possible. To be truly successful and genuinely happy, a student must learn to relate to people properly. These people include school and civil authorities, parents, peers, and others. The Bible teaches that the quality of these relationships depends on the student's view of himself/herself and ultimately on his/her relationship with God. It also teaches that the student will be held accountable for his/her attitudes and actions in each of these relationships. The results of wrong attitudes include confusion, frustration, guilt, bitterness, and the inability to face reality. God has not only revealed His standards for successful living, but also practical guidelines for restoring broken relationships. He makes it clear that every person is in need of such restoration. Therefore, we at Sheridan Hills give attention to such matters.

“Train a child in the way he should go, and when he is old he will not turn from it.” Proverbs 22:6 NIV
Discipline results from training. God says He has given His Word in order to show us what to believe and what not to believe, how to live, and how to correct wrong living in order that we might be mature and produce good works. As a school, we are committed to helping students understand God's pattern for living and to assisting them in correcting deviations from that pattern of living.

School/Parent Relationship

SHCS views the education of a student as a partnership between the parents and the school. Parents and students are expected to comply with the school rules and policies, and to accept and support the authority of the school administration, faculty, and staff. Just as a parent has the right to withdraw a student from the school if desired, the school has the right to dismiss a student if the school determines that a parent or student partnership with the school is irrevocably broken.

It must be made clear that God places the immediate responsibility for training a child upon the parents, promising to give divine guidance to those who seek it. Parental cooperation plays a strategic part in the success of training at school. The nature of parental discipline in a child's life, and the strong influence of daily training at home can be neither erased nor replaced by training at school. The school can only supplement proper home training. Though the school is directly responsible to God for its leadership in the lives of students, it remains essentially a service to parents in aiding them to fulfill their responsibilities before God. The school must give due respect to the position God has given the parents, realizing that the ultimate choices regarding the child's education are theirs.

Training

Positive training will occur throughout the school program and should manifest itself by example, by verbal teaching, and by corrective guidance following wrong behavior including:

2. a clear understanding of the offense by both the disciplinarian and the student.
3. time spent to ensure the student understands the error of the offense and its consequences.
4. guidance given toward restoring broken relationships, removing guilt, and reinforcing the student's decision to change his/her behavior.
5. a fair consequence given.

Discipline will be handled primarily by the classroom teacher. It is our policy to encourage self-control and positive actions within our student body. Each classroom will have a basic set of rules for classroom behavior conducive to good learning. The student will be familiarized with these rules.

Parent Response and Follow Through

Student disciplinary actions are posted in RenWeb and parents are notified via email. Parent cooperation and support of our discipline procedures will ensure the success of your child in our school structure. If there is a question about the administration of the discipline, contact the teacher via email. In cases of repeated misbehavior, the parents will be notified and expected to cooperate with the school in administering proper discipline.

The administration reserves the right to expel a student at any time if it is felt that:

- **We can no longer help the student.**
- **The student's actions and/or attitudes are an improper influence or danger to the other members of the student body of this Christian school.**
- **There are repeated instances of lack of parental cooperation.**

Detentions

Some disciplinary infractions will warrant a detention. Excessive tardiness, dress code violations, and violation of class rules will result in detentions. Detentions must be served on the assigned day unless reassigned through the principal. A request for reassignment must be in writing along with the reason for the request.

Below you will find a list of infractions that warrant a Friday detention. Depending upon the offense, alternate methods of discipline may be required. Infractions that warrant a Friday detention include, but are not limited to:

- Bullying (may result in a Saturday detention)
- Cell phone use during school hours and after-school help sessions
- Destruction of school property (student must pay for repair/replacement of destroyed property.)
- Disrespect, disobedience, or insubordination
- Dress code violations
- Food and drink in the classroom or hallway (unless pre-approved by the principal)
- Forgery of a parent's signature
- Gum chewing on the school campus before, during, and after school
- Lying
- Profanity
- Public display of affection
- Running or pushing in hallways or on walkways
- Shooting items, such as rubber bands, or throwing objects of potential danger (ex: rocks)
- Tardiness (every three tardies warrant a detention)
- Technology abuse
- Throwing food in the cafeteria
- Use of electronic devices during the school day and after-school help sessions
(Ipads, Ereaders, and tablets)
- Using vending machines during school hours
- Zeroes (every three zeroes warrant a detention)

Friday detention will be held in room E303 from 2:50 p.m.–3:30 p.m. Late students will not be admitted to detention and will be required to serve a Saturday detention.

Note:

During school hours, students are not permitted to have sodas or use the vending machines. Food and drink are not allowed in the classrooms unless pre-approved by the principal.

Saturday Detentions

If a student receives three detentions in any nine consecutive school week period, a Saturday detention will be issued. Students who fail to serve a detention when it is assigned must serve a Saturday detention. A Saturday detention will be served on an assigned Saturday from 9:00 a.m. until noon. Students meet in the lobby outside of the cafeteria. There is a \$40.00 fee for the Saturday detention. The notice must be signed and returned to the Principal the day after it is sent home. If this procedure is not followed, the student will not be permitted to attend class. The student must report to SHCS on the designated Saturday in complete uniform, bring school work, and have the required payment. Failure to report to a Saturday detention properly attired and on time will result in non-admittance and will result in an automatic out-of-school suspension for two days. **THIS WILL BE ENFORCED.**

Infractions that warrant a Saturday detention include, but are not limited to:

- Cheating (will result in a zero grade and a Saturday detention)
- Failure to serve an assigned Friday detention
- Plagiarism (will result in a zero grade and a Saturday detention, and may result in immediate dismissal)
- Second offense of any previous offenses that resulted in Friday detentions

Note: If a student accumulates two Saturday detentions, the student and parent must meet with the principal before readmission to school. At that time parents will be informed that a third Saturday detention may result in a suspension or further disciplinary action such as expulsion.

Suspensions

Some disciplinary infractions warrant an in-school or out-of-school suspension. Parents will be notified of suspensions, and may need to arrange to have the student picked-up during the school day if the student is issued an out-of-school suspension. A notice of suspension will also be sent home. The notice must be signed and returned to the school administration, the day after it is sent home. If this procedure is not followed, the student will not be permitted to attend class. The length and type of suspension will be determined by school administration and is subject to administrative discretion.

Infractions that warrant a suspension include, but are not limited to:

- Being *Out of Bounds*. The term “out of bounds” refers to a student being in a place other than where he/she is scheduled to be at any given time, or a place that is off limits to students. For example, students are not permitted in the parking lot during school hours without permission. For the safety and accountability of all students, serious disciplinary consequences will be imposed on a student who is “out of bounds”, including but not limited to suspension.
- Leaving campus without permission (will result in an immediate 2-day, out-of-school suspension); after two offenses the student will automatically be asked to leave SHCS
- Dangerous horseplay/fighting/bullying/harassment (will result in a two-day suspension).
- Skipping class
- Smoking/possession of cigarettes (also carries a \$50 fine)
- Stealing (restitution required, and may result in immediate dismissal as a student at SHCS)
- Possessing Contraband
Contraband refers to those items, some more serious than others, which are considered unwholesome or inappropriate for students to have in their possession. Contraband includes, but is not limited to: tobacco products, lighters, alcohol, drugs, weapons, fireworks, drug paraphernalia, or other items which may be deemed inappropriate by school administration. Such items are not permitted on campus or at school-sponsored events and will be confiscated. Possession of these items will result in disciplinary actions, up to immediate expulsion.
- Vandalizing Property (full restitution required)
Defacing or destroying school property or the personal property of other students, faculty, and/or staff will result in disciplinary action. This may include cooperation with the proper authorities,

full restitution, and may result in expulsion.

- Instigating a False Fire Alarm (also carries a \$50 fine)
- Repeating Offenses-continued violation of previous offenses which resulted in a detention

Expulsion

Some disciplinary infractions warrant expulsion. Parents will be notified of expulsion and will need to arrange to have the student picked up during the school day if the student is expelled.

Infractions that warrant expulsion include, but are not limited to:

- Possession of a weapon
- Fighting/bullying/harassment
- Continued disciplinary problems after other methods of correction have been administered

GENERAL INFORMATION

CHAPEL

Parents and home school students are welcome to attend chapel. Please sign in at the front office and pick up a visitor pass.

High School Chapel in the Ministry Center

Mondays, 8:55 a.m. – 9:25 a.m. (Tuesdays on September 6, January 17, February 21, April 10)

All School Chapels (Elementary, Middle, & High), Sanctuary

Monday, September 12	9:00 a.m.	Grandparents' Day
Friday, September 23	1:15 p.m.	Family Fun Kick-Off
Monday, November 14	9:00 a.m.	Thanksgiving
Monday, December 12	9:00 a.m.	Christmas
Thursday, April 5	9:00 a.m.	Easter

COMMUNITY SERVICE

Purpose

The purpose of the Community Service Program at SHCS is:

- to teach students the joy of selflessly serving others in the name of Jesus Christ.
- to show the love of Christ to those in need through practical deeds.
- to obey God's command to spread His love and Good News through word and deed.

Guidelines for Acceptable Community Service

Community service should be performed by a student to benefit the community, preferably for a non-profit organization or as an outreach of the church. Students may wish to seek approval from the school counselor prior to performing community service to confirm that their hours will be approved. Many ideas for community service can be found online at websites, such as www.serve.gov.

Requirements:

1. All students in grades 9-12 are required to participate.
2. To receive a diploma, students must complete a minimum of 100 hours. Students will not be limited to the minimum requirement of community service hours per school year.
3. Service hours must be submitted to the Guidance Office during the year in which they were earned or credit for the hours will not be given. Seniors with 250 hours of community service, 100 or more of

which must be earned during their senior year, will receive a Silver Cord to wear at commencement. *Note: To be eligible for Florida Bright Futures Scholarships, 75 hours of community service is required.*

Community Service Forms

Students will be responsible for taking a Community Service Program Form to the agency where they have chosen to volunteer. The form must be filled out completely in order for the student to receive credit for the hours. Forms may be obtained from the guidance office.

CONFERENCES

Parents are welcome to contact the teacher via email to schedule a conference anytime during the school year. School wide Conference Evenings are scheduled twice a year to provide parents with an opportunity to meet one on one with any/all the teachers in fifteen minute increments.

DRESS CODE

The most effective learning takes place in an atmosphere of cooperation and pleasing appearance, and that dress for school should be different than that for after-school activities. Students should wear clothing which contributes to their own health and safety as well as that of others. Students should dress in a way that encourages polite behavior and a clean, tidy appearance.

In keeping with this philosophy, the following guidelines shall be followed:

Except on special occasions, students in grades 9-12 are to wear **only** the school-approved wardrobe purchased at Sunshine School Uniforms. Sunshine School Uniforms is located at 11550 State Road 84, Ft. Lauderdale, FL 33325 and can be contacted at (954) 382-0951 or www.sunshineuniforms.com.

The following are approved wardrobe items and must have the school logo: polo shirt, long sleeve polo shirt, mock turtleneck, jacket, and sweatshirt. Pants and Capri pants must have the Sunshine Uniform emblem on the back. Skirts purchased from Sunshine Uniform do not have a school logo or company emblem. Approved P.E. uniforms and SHCS sweatshirts may be purchased through the school office.

- Shirts are to be buttoned and tucked in.
- Hemlines of skirts are to be a modest length (which is to the top of the knee) and should be purchased with a deep hem to allow for growth during the year.
- Sweaters or jackets may be worn as long as they are the school colors, red, black or white. No emblems or writing of any kind are permissible. School jackets and sweatshirts purchased through Sunshine School Uniforms should be ordered in advance as they are not an in-stock item.
- Undershirts/garments should be white or match the outer shirt.
- Footwear should consist of regular dress shoes, clean athletic shoes, or casual shoes appropriate to the design of the uniform. Sandals, crocks, and slippers are not permitted for boys or girls, as shoes need to cover the feet for safety. Boys and girls are to wear traditional socks which match the uniform colors.
- Boys are to be clean shaven and have a haircut above the collar (no ponytail) and out of the eyes (above the eyebrows when pulled straight).
- Hair should be neat, well-groomed, and not colored or styled in an unconventional manner (school administration will deem what is an unusual style). Shaved heads or designs shaved into the hair are not allowed for boys or girls. Violation of this policy will result in a suspension.
- The amount of jewelry worn is to be limited to two rings per hand and two bracelets per arm. Girls may wear no more than two small earrings per ear, approximately 1 inch in length and no larger than the size of a quarter and these may only be worn in the earlobes. Boys may not wear chains more than 1/4" thick and must keep the chain inside the shirt. Jewelry may not include

choker-style necklaces or bracelets with studs or spikes

- Tattoos (including temporary ones) are not permissible for students.

All wardrobe items must have a finished hem and may not be split at seams or ragged. All pants with belt loops must be worn with a belt. Items such as sunglasses, hats, head scarves, and accessories of a faddish nature (i.e. earrings on boys or body piercing jewelry of any kind on boys or girls) are not to be worn. Clothing may not have any logos or labels on the outside other than those put there by Sunshine School Uniforms. Clothing must be properly fitting, not tight or baggy. Students out of wardrobe may be refused admission to classes for that day. They may be sent home or detained in an area designated by the principal.

Students will dress out for physical education in the approved uniform. Each student is provided one uniform at the beginning of the school year and may purchase additional ones through the Physical Education office.

Attire for extra-curricular activities must be modest and in keeping with the philosophy of Sheridan Hills Christian School.

Any questions relative to dress code shall be evaluated by the principal. Parents and students should remember that part of the educational process is training for future employment opportunities and that should include dressing appropriately for the job one has undertaken.

LOST AND FOUND

Lost and found articles will be kept in a central location in the school. Articles will be held for two weeks. **To facilitate the return of lost items, names should be placed on all personal items.**

LUNCH PROGRAMS

A hot lunch program is available on a daily basis. Students must purchase lunch tickets or snack tickets in order to buy lunch or have a beverage/snack in the cafeteria. Tickets will be available in the library Monday-Friday from 7:45 a.m.- 8:00 a.m. The school lunch menu and lunch prices may be downloaded from the school website at www.shcsnet.org. A student who forgets his/her lunch or ticket will be allowed to charge lunch. The parent will be billed at an increased rate.

GENERAL POLICIES

Anti-Bullying Policy

The school is committed to providing and promoting a safe, healthy, caring, and respectful learning environment for all of its students. As such, bullying is strictly prohibited and will not be tolerated. Therefore, this policy prohibits any unwelcome verbal or written conduct or gestures directed at a student by another student that have the effect of:

- physically, emotionally, or mentally harming a student.
- damaging, extorting, or taking a student's personal property.
- placing a student in reasonable fear or emotional or mental harm.
- placing a student in reasonable fear of damage to or loss of personal property.
- creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities or the mission of the school.

Bullying may involve, but is not limited to, teasing, name-calling, slurs, rumors, jokes, false accusations, intimidation, stalking, innuendos, demeaning comments, pranks, social isolation, gestures, cyber-bullying, or other verbal, written, or physical conduct. Cyber-bullying includes misuses of technology

such as, but not limited, to teasing, intimidating, or making false accusations about another student by way of any technological tool, such as sending inappropriate e-mails, instant messages, text messages, digital images, or web-site postings (including blogs and social network sites).

This policy prohibits bullying that occurs:

- on school premises before, during, or after school hours.
- on any bus or vehicle used as part of any school activity.
- during any school function, extracurricular activity, or other school-sponsored event.

Each student and parent has a responsibility to report any bullying to the school immediately. If a student experiences or a parent witnesses or learns of any incident of bullying, the incident must be promptly reported to the school administration. The administration will provide the student/parent with the Bullying Complaint Report Form which must be completed, dated, and signed by the complaining party so that the school may initiate further inquiry when appropriate.

Any student found to have violated this policy may be subject to appropriate disciplinary action, which may include temporary removal from the classroom, loss of privileges, detention, counseling, parent conference, suspension, expulsion, and/or notification to appropriate authorities. The disciplinary action may be unique to the individual incident and may vary in method and severity based on the Principal's discretion. False reports or accusations of bullying also constitute a violation of this policy and may subject the offending party to appropriate disciplinary action.

Cell Phones

Cell phones may not be heard, seen, or used at any time during the school day (8:00 a.m. to 2:45 p.m.) or after-school help sessions (8:00 a.m. to 3:30 p.m.). Failure to comply with this policy will result in the following actions:

- First Offense: The cell phone will be confiscated from the student and given to the principal. A Friday detention will be issued. The student may pick up the cell phone from the principal at the end of the day.
- Second Offense: The cell phone will be confiscated from the student, the parent will have to pick it up from the principal, and a Saturday detention will be issued.
- Third Offense: The cell phone will be confiscated from the student, the parent will have to pick it up from the principal, and a Saturday detention will be issued. The cell phone will not be allowed on campus.
- Fourth Offense: The cell phone will be confiscated from the student, the parent will have to pick it up from the principal, and a one day out-of-school suspension will be issued. The cell phone will no longer be allowed on campus.

Continued failure to comply with these rules will result in an out-of-school suspension. If parents need to contact a child during school hours, or if a student needs to contact a parent, please do so through the school office and we will make sure the message is communicated.

Cheating

The act of cheating includes, but is not limited to, any of the following:

- Copying homework or allowing others to copy
- Giving or receiving answers for a test in advance
- Not documenting sources
- Misusing calculators or other electronic devices
- Giving or receiving unauthorized aid on a test, quiz, or other academic work
- Sharing a test, quiz, or other type of academic work

- Plagiarism

The following disciplinary actions may be imposed for students breaking the Honesty Code:

- 1st Infraction: “0” grade on assignment, Saturday detention, parent notification
- 2nd Infraction: “0” grade on assignment, Saturday detention, parent notification, notification to any coaches and/or moderators, withdrawal from Honor Societies, loss of any leadership positions
- 3rd Infraction: : “0” grade on assignment, Saturday detention, parent notification, notification to any coaches and/or moderators, withdrawal from Honor Societies, loss of any leadership positions, possible withdrawal/expulsion

Communicable Disease Control

- Sheridan Hills Christian School will work cooperatively with local county and state agencies to enforce and adhere to the state health codes for prevention, control, and containment of communicable, notifiable, and other known diseases in the school.
- The administration will exclude a child who is out of compliance with the required immunization schedule.
- The administration will exclude students from school who are suspected or diagnosed with a communicable, notifiable, or other known disease that may present a public health hazard, or whose exposure to such disease may threaten the well-being of that individual. All reportable diseases will be referred to the local health unit by the administrator. Enrollment is open to students who can properly be educated within the framework of our existing programs and procedures.
- The decision to close the school due to communicable disease outbreaks is at the discretion of the administrator.
- Since communicable, notifiable, and other diseases are a serious concern in the community, the afflicted individual may be asked to submit information to the registrar concerning the affliction.
- Diseases which may require application of this procedure include, but are not limited to:
 AIDS – Acquired Immune Deficiency Syndrome
 ARC – AIDS - related complex
 HLTV-III/LAW – Human T-Cell Lymphadenopathy Associated Virus
 Hepatitis B
 Mononucleosis
 Other diseases that may be included by the local health unit which may present potentially serious health problems for those who come in contact with the disease or the disease carrier.
- Each case will be judged on its individual merits and consequences.

Drug and Alcohol Policy

Sheridan Hills Christian School follows a strict policy of **NO Drugs and NO Alcohol**. The use or possession of illegal drugs, illegal mood-altering substances, alcoholic beverages, drug-related paraphernalia and the abuse of prescription or over-the-counter drugs by any student on school property while attending or participating in any school-sponsored activity or at anytime the student is wearing a school uniform, is prohibited. Evidence of the use or distribution of drugs or alcohol on or off campus will result in police involvement and immediate expulsion. SHCS is committed to a drug-free environment. At any time, Sheridan Hills Christian School may require a student to submit to a drug test. If a student exhibits symptoms or is suspected of substance abuse, the school may require that the student undergo substance abuse testing at the parent’s expense. If the results of the test are positive, the student will be dismissed from SHCS. Refusal to participate in such a test will result in dismissal from SHCS. Testing will be done by an independent lab. At times, the school may choose to conduct random drug testing of the student body at the parent’s expense.

Food and Beverages

Due to health reasons, food and beverages (except water) are not allowed to be consumed on campus except at lunch time or special times designated by SHCS. Violation of this policy will result in an after-school detention.

Gambling

Gambling, dice, or other such activities are prohibited.

Harassment and Discrimination

The school is committed to providing an environment that is free of discrimination and harassment. In keeping with this commitment, the school will not tolerate harassment or discrimination on the basis of a person's protected status, such as gender, color, race, ancestry, national origin, age, physical disability, mental condition, or citizenship status. In addition, this policy applies to all conduct occurring on school grounds, off campus events, or at school-sponsored events. All students are responsible for helping to assure that any harassment or discrimination is reported. If a student witnesses or learns of any conduct that violates this policy, the student must immediately report the incident to school administration. If an investigation reveals that inappropriate conduct has occurred, the school will take corrective action based on the circumstances.

Inappropriate Language

Profanity, crude or inappropriate language, or rude gestures are never acceptable. Students should always show the utmost respect for faculty, staff, parents, and their fellow students. Violating this ethic will result in disciplinary action.

Internet and Social Networks

It is the school's duty to protect its students and their reputations as well as to protect the reputation of Sheridan Hills Christian School.

Sheridan Hills Christian School students may not post, place, upload, or communicate on the internet any images, photographs, statements, or inferences relating to or including profanity, vulgarity, illegal drug or alcohol use, illegal activities, or illicit activities. Additionally, students may not utilize the internet for the purpose of defaming, threatening, or slandering any other SHCS student, faculty member, parent, or Sheridan Hills Christian School as an entity.

Sheridan Hills Christian School reserves the right to take disciplinary action against any SHCS student found in violation of this policy. The disciplinary actions may include, but not be limited to the student forfeiting any leadership position, being dismissed from athletics, or being suspended or expelled.

Leaving School Without Permission and/or Truancy

No student may leave the premises during the school day, including lunch period, without written authorization from the principal. The school day begins when the student arrives on school property. If a student must go home due to illness, his/her parents are contacted by the school. Leaving school without permission may result in dismissal from school.

Locker Policies

Students are assigned a locker to store textbooks when not in use. Assigned school locks must be used at all times and returned at the end of the school year. Although the locker is for the private use of the individual student, the faculty and administration may periodically check lockers and contents if necessary. The school is not responsible for items left in an unlocked locker or items left unattended. Sharing lockers and using unassigned lockers is not permitted. Students may not use a lock other than

their assigned one and must pay a fine if their lock is lost or damaged. This also applies to lockers in the P.E. department. If a student loses their lock, they may purchase a new lock from the P.E. Department.

Medication

Florida state law does not allow school personnel to administer medication without explicit written instructions. Medication and instructions should be left in the school office. We will only administer medicine prescribed by a physician. A written note including name of prescription, dosage, physician's name, student's name, and the time to be given should accompany the student and the medication. All medication must come to school in the prescription bottle or container. We must log all medication administered, and this log must be available for inspection by the health department. A student who has had head lice shall not be permitted to return to school until successful treatment has occurred.

Money

Money sent to school for special activities or events should be sealed in an envelope with the student's name, teacher, amount, and activity noted on the front. Since change is not readily available, money should be in the exact amount.

Personal Property/Stealing

Students are responsible to safeguard their personal items. Students are not to touch the property of others without the other person's. This is true also of items found on or in a teacher's desk. Items that are found are presumed to be lost and should be turned in to the school office. To do otherwise may be considered stealing.

Books, book bags, purses, laptops, and the like should never be left unattended. If these items are not under supervision, they should be secured in a locker. Items of value should not be brought to school. Personal belongings (ex: Nintendo/GameBoy, trading cards, playing cards, balls, skateboards), radios, CD players, iPods, and all similar items are not permitted on campus without permission from the school. The school will not be held responsible for objects confiscated from a student due to infraction of the above rule.

Sheridan Hills Christian School is not responsible for the loss or theft of personal property.

Public Display of Affection

Inappropriate displays of affection, such as kissing or embracing which connote more than simple friendship, are not permitted in school or at any school-sponsored event. Those who violate these rules may be subject to disciplinary measures, including detentions, Saturday detentions, suspensions, or expulsion. School administration reserves the right to determine what is or is not appropriate behavior.

School Closing

In case of inclement weather or other local emergency, Sheridan Hills Christian School will follow the decision of the Broward County Public Schools. Please be sure to watch your local television stations and listen to your local radio stations for Broward County school closings. You may also check www.shcsnet.org for this information.

Post-Storm Policy

Since public schools may remain closed for reasons that do not affect SHCS, please check with our message center through our main phone line (954-966-7995), our website (www.shcsnet.org), and your local T.V. stations regarding school openings.

Security/Safety Policy

All of us need to be concerned with the security and safety of our children. When students are on the school property, our policy requires that they be supervised. Students in grades 9 -12 are supervised until 3:00 p.m. Students participating in sports or help classes will be with their leader until the activity is concluded. Students who are not picked up on time will be sent to Club Room and the parent's account will be charged according to our policy.

Student Insurance

We expect the family of each student to have primary coverage for medical and accident insurance. We do not provide this coverage. Attendance at Sheridan Hills requires each student to be covered by a medical and accident plan secured by the student's family.

Textbooks

Textbooks are supplied by the school. If a textbook is lost, the student will be billed the amount it costs to replace the book. A fine system will be implemented at the end of the school year for any damage such as tears, writing in text, and damaged bindings. SHCS will issue one set of books for each student. Additional textbooks may be purchased online at the student's expense.

Visitation

All parents are welcome in the school. When a visit to the classroom is necessary, please come by the office first to sign in and receive a visitor's badge that must be worn on campus. **Do not go directly to the classroom.** It is the desire of the administration and faculty to be of service to both parents and students. Parents, please adhere to this procedure before, during, and after school hours as well. This will allow help classes and parent conferences to continue uninterrupted and provide security for your children. Parents, please remember that we are a Christian school with modest dress codes for teachers and students. Be sure to dress appropriately when visiting our campus.

Weapons Policy

Weapons are not permitted on school grounds or at any school-sponsored event. Any student who is in possession of any weapon, or who threatens another student with a weapon, will be expelled from the school. Any item that is used to threaten or that can cause bodily harm may be considered a weapon.

Withdrawal Procedures

If for any reason you must withdraw your child from school, you must notify the director of admissions and the bookkeeper at least two days in advance so that the withdrawal can be properly processed. Please refer to the terms of your payment agreement at the time of withdrawal.

SCHOOL ARRIVAL AND DISMISSAL

The arrival and dismissal procedures are discussed and diagrammed on maps which may be downloaded from the school website. High school students not parking in the student lot must be picked up from the east Ministry Center carpool area. Since school begins at 8:00 a.m., students should arrive between 7:30 a.m. - 7:55 a.m. Dismissal is 2:45 p.m. for secondary students. Because of our concern for the safety of students and liability to the school, students must leave the property by 3:00 p.m. unless involved in a teacher-supervised activity. High school students on the property unsupervised will be directed to club room and a charge will be added to the family's bill.

Club Room

The Sheridan Hills Christian School Club Room is an extension of Sheridan Hills Christian School. This service is provided from 2:45 p.m.– 6:00 p.m. for secondary students (grades 6-12) who need to remain on campus after regular school hours. The fee for this service is \$5.00 per hour and will be charged to the family account. **Students who are not picked up by the designated time will incur an additional**

charge of \$2.00 per minute. Club room is not provided on school holidays or teacher workdays.

Student Drivers

Student drivers must have a valid driver's license and insurance coverage. To operate a vehicle and park on the property, students must complete a Student Driver Form and return it to the school office with the \$25.00 registration fee. Students must park in their assigned parking space and display the parking decal. It is the student's responsibility to update this form when there are changes. Permission to drive and park on campus will be revoked if a student abuses this privilege by driving and/or parking improperly on campus. **Without proper paperwork and a school decal, the school has the right to tow a student's car at student's expense. Students may not leave campus with a student driver unless the parent or guardian has given written permission or contacted the school office.**

Walking or Riding a Bicycle to School

Students who walk or ride a bicycle to and from school must complete a Walker/Biker Form and return the form to the school office. By completing this permission form, Sheridan Hills Christian School is released from any responsibility once a student has left the school property. Once a student leaves the school property, he/she is not allowed to return until the next school day. Bicycles must be parked at the bicycle racks and locked. Bicycles are to be walked, not ridden, on the school property.

STUDENT GOVERNMENT

Seniors, Class of 2012

President	Kathleen Persighetti
Vice President	Deborah Desouza
Secretary	Ryan Ketcherside
Treasurer	Fernanda Rhossard
Advisor	Mrs. Fernandez

Juniors, Class of 2013

President	Mashli Fleurestil
Vice President	Marquis Rodriguez
Secretary	Michelle Torres
Treasurer	Thomas Davis
Advisor	Mrs. Larez

Sophomores, Class of 2014

President	Sarah Fleurestil
Vice President	Andrew Crampton
Secretary	Ashley Moss
Treasurer	Caitlin McCluskey
Advisor	Mrs. Berger

Freshmen, Class of 2015

President	Nicolas Rincon
Vice President	Kyle Haskell
Secretary	Seth Sarmiento
Treasurer	
Advisor	Mrs. Carrier

<u>Fundraising Advisor</u>	Miss Zell
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CLASS OF 2012 CLASS VERSE

“Come, let us return to the Lord.

He has torn us to pieces; now he will heal us.

He has injured us; now he will bandage our wounds.

In just a short time he will restore us, so that we may live in his presence.

Oh, that we might know the Lord!

Let us press on to know him.

He will respond to us as surely as the arrival of dawn
or the coming of rains in early spring.”

Hosea 6:1-3 NLT

RETREAT THEME

“Downpour”



"Those who hope in the Lord will renew their strength. They will soar on wings like eagles; they will run and not grow weary, they will walk and not be faint." - **Isaiah 40:31**