

# ENROLLMENT EXPECTATIONS & OBLIGATIONS



Information regarding  
expectations and obligations  
for parents and students  
enrolled at Community Christian School.

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*Community Christian School educates children in a respectful, nurturing  
Christian community through Christ-centered programs.*

HISTORY

Community Christian School was established in 1956 by parents who wanted an education for their children founded on God's Word and where they would be encouraged to serve Him. It is registered as a charitable organization with the federal government. The Board of Directors is elected by the membership of the school society which is primarily made up of parents. Today the school maintains its Christian foundation through its policies, programs, and procedures and serves children from Junior Kindergarten through grade 8.

## **MISSION**

To equip our students so that they are firmly rooted in Christian faith and prepared to fulfill God's calling to serve in all areas of life.

## **VISION**

Our vision is for your child to:

- Live Biblically
- Comprehend God-given identity and worth
- Develop Christian character
- Experience grace
- Build communities of belonging
- Transform lives through service, leadership and innovation
- Radiate enthusiasm for life and learning
- Grow in knowledge and skills
- Create beautiful, excellent work.

## **VALUES**

The core values of the School are:

- Devoted: We will demonstrate a strong and fervent devotion to God
- Empathetic: We will demonstrate the belief that all children and students created in the image of God and to be recognized as His image bearers; therefore, all are accepted, loved and nurtured.
- Growing: We will demonstrate that we are discovering our role in God's story and learning new skills and ideas in order to serve Him.
- Professional: We work as professionals in every role we have and strive for excellence.
- Courageous: We will be courageous in our decision making and our actions.
- Curious: We will stand in awe of God's whole creation
- Enthusiastic: We will see evidence of passion and enthusiasm for learning, teaching and serving

The core values of the School, student version:

- Devoted: We are faithful
- Empathetic: We are kind
- Growing: We are uncovering our role in God's bigger story
- Professional: We work smart
- Courageous: We are bold and take action
- Curious: We are thinkers
- Enthusiastic: We love to learn and serve

## **GRADUATE PROFILE**

The staff joins parents in prayerfully working towards the following goals for our students. These goals encompass the school's *Graduate Profile*.

Recognizing physical, spiritual, and academic growth as a life-long journey, Community Christian School strives to foster in our graduates

1. a personal relationship with the Lord evident in relationships with others,
2. the knowledge that this world belongs to God and that all of creation is to honour Him,
3. an understanding of the responsibility to be good stewards in all areas of God's creation,
4. a recognition of their unique talents and the responsibility to use them to honour Him,
5. an appreciation of the uniqueness of others regardless of race, colour, or ethnicity,
6. an effort to love and serve others, following Jesus' example,

7. the ability to discern right from wrong and the commitment to act on this discernment,
8. an academic level necessary to pursue secondary education,
9. the ability to problem solve, work cooperatively with others, and communicate effectively,
10. a commitment to follow the norms for good health, physical fitness, and safety.

## **PRIVACY COMMITMENT**

Community Christian School respects the right to privacy and is committed to upholding the confidentiality and security of personal information. We have developed practices to ensure this commitment is carried out in a responsible manner.

Community Christian School collects, retains, and discloses certain personal information in order to:

- Help us in providing satisfactory instruction
- Comply with government directives
- Process financial records
- Provide you with information about our school
- Respond to any of your information requests
- Share the information with another educational institution

If at any time you have concerns or questions about your personal information or its use, please call the administrator. When your child is enrolled, you give permission for the collection, retention, and disclosure of your personal information as described above. It is kept only as long as it is needed to satisfy the purpose for which it was obtained, or as required by law.

When we destroy personal information, we will use safeguards to prevent unauthorized parties from gaining access to that information during the process.

Discussion of a student's performance, behaviour or character can only be justified when it can help us in providing satisfactory instruction for that student. This includes conversations between school employees, as well as between school employees and other students or parents.

## **PUBLICITY**

Community Christian School may use photographs or pictures of its students, families, employees and volunteers in internal school communications, publications, yearbooks, newsletters, brochures, websites and press releases. Full names associated with pictures or photographs used on the school website or in communications clearly intended for external use will not be used. At the time of enrollment parents fill in a form choosing to give or not give permission for their child's picture to be used on the website, newspaper, or other publications. If you have any concerns with publicity related to your child, please call the administrator.

## **SAFETY AND HEALTH**

Community Christian School is committed to the safety and health of its students, staff, volunteers, and visitors. Policies and procedures are in place in order to effectively meet this commitment. The school is nut and perfume free. Fire and tornado drills are conducted regularly. The abuse policy is reviewed annually. The policy for student behaviour is included in this package. If you have any questions, please call the administrator.

## **ENROLLMENT**

### **Eligibility**

For a student to be eligible for admission, the parent/guardian must:

- agree to support the school's mission and vision;
- provide adequate information from the previous school attended;
- agree to the proposed placement and programs by the school;

- have an enrollment form completed in full;
- agree to financially support the school through tuition and fund raising efforts; -and have signed the various statements or forms indicating support and commitment.

For a student to be eligible for admission, that student must:

- be evaluated by the administrator, and resource and/or classroom teacher
- be able to benefit from the school's program;
- be of suitable age for the grade assigned; and
- participate in/support the school program, curriculum, and Christian activities.

For a student to be eligible for admission, that school must have the capacity to:

- meet the student's needs (spiritually, socially, emotionally, physically, and academically)
- financially assist (if requested and funds are available)
- follow its own class size guidelines.

Community Christian School and the school society do not discriminate on basis of race, colour, national or ethnic origin, or gender. The administrator may admit students for a probationary period not to exceed 60 days.

### **Admissions for a Student with Special Needs**

When a parent(s) requests admission to Community Christian School for their child with special needs, there is a separate policy that outlines the admissions process. This process is more rigorous to ensure that school is capable of meeting all of the needs of the child in a way that honours the created image of the child.

### **Appeals**

The parents may appeal an admission decision to the Board. The Board's decision will be final.

### **Tuition**

Parents are expected to honour their tuition payments as arranged in their yearly tuition payment schedule. If you are having difficulty maintaining your tuition payments, you must contact the Tuition Payment Committee. There are policies that cover arrears and early withdrawal.

## **EDUCATION PROGRAM**

### **Standards**

Community Christian School offers a program from Junior Kindergarten through grade 8 for students who meet the enrolment eligibility. Community Christian School is committed to providing an excellent education for all the students that are enrolled and educate them to be knowledgeable and competent disciples. Conversations with high schools which our graduates attend indicate that our students are well prepared to continue their education at the high school level. We support the academic standards of the Ontario Ministry of Education, but we disagree with the value system contained in the official Ministry curriculum. This difference is most noticeable in the presence of a Bible and Creation Studies programs at each grade level and that the Bible is a guide for all of our programs as we seek to understand how all areas of human endeavour have been marked by the Fall, and will be restored by our Lord, and how we can serve Him by practising restoration today (see our policy on Christian teaching and activities).

In order to reach our goals through the educational program we use a variety of educational methods based on well-researched findings that are in agreement with our teaching philosophy.

### **Philosophy**

Community Christian School's teaching philosophy is founded on Christian beliefs such as:

- this world belongs to God
- all things hold together in Christ
- all truth is God's truth
- each child is made in and bears God's image
- each one of us is our brother's/sister's keeper
- each one is accountable to God for how we use time and talents

### **Christian Activities and Teaching**

Because Community Christian School is a Christian school, students are involved in and are expected to be involved in activities that are religious/Christian in nature.

- a) classroom prayers that are spoken aloud by the teacher and/or the students;
- b) regular lessons, projects and tests aimed at developing and assessing both Old and New Testament knowledge and understanding
- c) assemblies which involve singing songs of Christian worship, prayers, and listening to speakers give lessons about Christian living;
- d) special programs such as the annual Christmas program;
- e) events such as collecting for the food bank and other ministries;
- f) memory work of Bible passages that are assigned; and,
- g) intertwining of Christian philosophy and teachings with entire curriculum.

Being a Christian school, the school's curriculum would make statements and actively teach on many matters of Christian faith and morality. Within our community of faith, some of these teachings are as follows:

The basis of the Christian school is the Bible, which is the word of God. Community Christian School, as an institution believes that the Lord God, by graciously giving us the scriptures, has revealed to His people ordering principles intensely relevant to education, and mandates man to bring the whole word of God to bear in all its power upon education. Therefore we confess:

a. Life

That human life in its entirety is religion, for God created man to serve Him everywhere. He requires us to educate our children for this purpose.

b. Bible

That the Bible as the written Word of God is the Truth by which the Holy Spirit enlightens and renews our understanding of God, ourselves, our fellowman, and the world, and is the infallible authority by which He directs and governs all our activities, including the education of our children.

c. Creation

That the world in its origin, gracious preservation and ultimate restoration, is the work of the Triune God with the glorification of His name as its purpose. Therefore, the world can only be understood rightly in its relationship to him.

d. Human Kind

That humans, (and therefore also the child), was created in the image of God to enjoy covenant fellowship with his Creator and to reflect Him in his person and works. He was commanded to exercise dominion over the world in strict and loving obedience to God, and to interpret all reality in accordance with His norms.

e. Sin

That sin is disobedience to God's will and that, in Adam, man by sinning forsook his office and task, estranged himself from God and his neighbour, and brought God's curse upon creation. As a result, man has become corrupt in heart, and blind to the true meaning of life. Consequently, man represses and misuses the knowledge of God which confronts him in creation and Scripture.

f. Christ

That Jesus Christ, our living Lord, who is truly God and fully man, of whom the Scriptures testify, has reconciled the world to God and redeemed our life in its entirety. Through his Holy Spirit, he reviews our hearts to love God and our neighbour, and redirects our understanding to know rightly God, ourselves, and the world.

g. Kingdom

That the kingdom of God encompasses all of life. Christ as the ruler of this kingdom makes life, including education, possible and meaningful. In obedience to Christ, we reject any attempt to withdraw any area of life from the divine commandment to love the Lord with all our heart and mind.

h. Purpose of Education

That the purpose of Christian Education is to develop within the child a discerning mind, and to direct and guide his/her growth in Truth so that he/she may be better equipped to live the Christian life in God's world.

i. Parents

That God has given parents the privilege and responsibility to nurture and educate their children. Therefore, Christian parents ought to enrol their children in, and provide for, a school which provides God-centered learning.

j. The Child

That the child, entrusted by God to parents, needs guidance, correction, and instruction. Children of believing parents share in the promise of the covenant, and as such, are entitled to Christian Education.

k. Teachers

That teachers fulfill a parental responsibility while educating the child in the school with an authority and calling from God. Teachers are accountable to God and to the Christian school community in the exercise of their unique pedagogical responsibility within the classroom.

l. The Christian School

That the Christian School is a faithful response of all believers to God's covenant promises and demands addressed to the whole Christian community. In accordance with legitimate standards and provisions, such schools possess the freedom to function in education in complete and voluntary submission to Christ.

When parents enrol their children at Community Christian School they consent to have their children taught according to the statements written above with the understanding that there may be additional activities and teachings in keeping with these statements. This consent is stated on a document that parents sign at the time of enrolment.

### **Evaluation**

Students are evaluated regularly in the classroom through assignments, observation, tests, check lists as well as other testing instruments such as the NWEA's Measurement of Academic Progress (MAP) and PM Benchmark Reading Assessment Resource. In brief, MAP is an online adaptive assessment that offers growth progress data for students in math, reading, and language usage. As a student takes the assessments online, the questions adapt based on the previous answers to find out exactly what the student knows and doesn't know in that subject area. The PM Benchmark Reading Assessment and other reading assessments allow the teachers to keep track of each student's progress in reading and spelling.

The results of student assessment are available to parents and are shared at parent-teacher conferences (two mandatory conferences per year) and through report cards (three per year). Results are used by the teacher in the classroom to adjust lessons and activities according student needs as a group or as individual students.

Parents are informed of their child's progress throughout the year through the parent-teacher conferences and report cards. If retention is an option for a child, this must have been discussed with the parents by March of that school year and involved discussions between the parents, administrator, and teacher. The administrator makes the final decision for promotion and retention of students at the end of the school year.

### **Special Needs**

We recognize that each child is unique and learns and grow at his/her own pace. Through assessment and observation it may be recognized that a child needs extra help outside of the classroom. The teachers and/or administrator will be in contact with parents throughout any decision-making regarding their child.

We are able to access funding for speech therapy, physical therapy, and occupational therapy. The Resource teacher and administrator will determine if we should apply for funding.

The Resource Teacher along with the classroom teacher may determine that a child needs some further help. This usually occurs in the Resource room one to three times per week.

### **Community Building**

Because God created us to live in a community, we live, work, learn, and play together. An essential element of building community is building relationships. This takes time, effort and commitment. It is important to attend school events and become involved by volunteering. It helps others to know you better. Our school community is better and stronger when parents are involved.

How we conduct ourselves is very important to the community. Discipleship is an integral part of the school curriculum and environment. It helps the students realize their worth as image-bearers. It helps them develop their God-given gifts and guides them toward responsible action. Discipleship allows students to make choices and decisions, to change their minds, to make mistakes, and to stand up again. The goal of discipling is to direct the student's behaviour and choices in the right direction because they desire to love others as they loves themselves.

The role of the parents is to model positive behaviours and to continue teaching and training the child as he grows in the knowledge of the Lord. The parents also support the school, teachers, and students through prayers, words, and actions. When questions or concerns arise, they talk to the person involved (Matthew 18) and if necessary follow proper grievance procedures.

The Board ensures that the school fosters a caring and safe environment which encourages positive Christian community and to has policies and procedures in place to guide the school community. The Board supports the teachers and principal in the implementation and application of policies.

The principal is responsible for maintaining an orderly atmosphere which is conducive to learning. Fairness and consistency must be evident in the discipline of the students and result in a caring and safe environment.

The role of the teacher is to model and to discuss behaviour expectations and discipline with the students. They are to consistently enforce rules in a just and kind manner in order to ensure a caring and safe environment. The teachers support each other and the students through prayers, words, and actions. They respect their students, recognizing that each person is unique. Contact is made with the parents as is necessary.

### **Communication**

In order to promote a healthy community and relationships between all of the stakeholders, effective communication is essential. Everyone must be willing to engage in open, honest communication that seeks to build or restore relationships.

Our main form of communication between the school and parents is though the weekly **Newsreel**. Please take the time to read through this document every week.

### **Student Code Of Conduct**

The school's code of conduct is the basis of the good discipline and effective discipline policy at Community Christian School. It is written to fulfill the commands "Love the Lord your God with all your heart and with all your soul and with all your strength and with all your mind; and, Love your neighbor as yourself. Students are expected to:

Honor God in Everything You Do

- Serve God through your school work, social relationships, athletics and activities

Learn All You Can

- Strive for excellence
- Develop your skills with the help of your teachers
- Pay attention in class
- Complete all your homework by the due date

Support the School Community

- Communicate your ideas to your teacher or the Student Council Representative
- Participate in school activities

Respect Your Fellow Students

- Be courteous and considerate of your fellow students at all times
- Avoid anything that might cause injury or embarrassment
- Understand that bullying and harassment will not be tolerated
- Dress in a way that promotes modesty and respect

Respect All Staff Members

- Follow your teacher's instructions
- Speak to your teachers, school support staff and any other staff politely and with respect

Respect the Property of Others

- Leave other people's property alone
- Return what you borrow

Look After the School

- Take care of buildings, furniture, grounds and all our property

- Help keep everything clean and tidy
- Earn Our School a Good Name
- Behave well when traveling to and from school and on excursions
  - Show respect to visitors
  - Play sport fairly
  - Remember that your behaviour outside the school contributes to Community Christian School's reputation in the community
- Bring the Correct Equipment to School
- Make sure you have everything you need for each lesson every day
- Be at the Right Place at the Right Time
- Never miss school or any lesson without proper permission
  - Be on time to class and all other school activities
  - Always stay inside the school grounds and be where you are supposed to be.
- Act Responsibly
- Always be honest and truthful
  - Hand in all lost property
  - Be aware that illegal drugs, alcohol, tobacco and weapons of any kind are strictly prohibited

### **PARTNERSHIP - A Shared Commitment**

As noted elsewhere in this document, educating the children is a shared responsibility between the school and the parents. This document explains the expectations and obligations that the Board and staff have for student participation in the school. It is important that the parents acknowledge and support these expectations and obligations in order for the partnership to be successful. If you have any questions about any information in this document or other items, do not hesitate to call the administrator, the office, or a Board member. When parents enrol their children, they consent to the following by signing a statement of commitment.

**As a school,** we commit to the following:

- Fulfill our mission and vision.
- Provide a safe, nurturing environment.
- Provide consistent communication regarding your child.
- Provide consistent communication regarding the school.
- Provide channels to handle complaints.
- Provide opportunities for involvement.
- Provide consistency in values and discipline.
- Offer a listening ear at any time.
- Show respect for your child and family.
- Pray for and support your child and family.
- Use wisely the resources entrusted to the school.

**As parent(s),** we commit to the following:

- Support the school's mission and vision.
- Provide a quiet study environment at home.
- Provide consistent communication and attend P/T conferences.
- Attend pertinent school meetings and activities.
- Follow channels to handle complaints
- Be appropriately involved.
- Support the values and policies of the school.
- Seek information and facts and not believe rumours.
- Respect school administrators, teachers and support staff.
- Provide prayerful support for my/our child(ren) and the school.
- Honour my/our financial commitment in support of my/our child's education.

