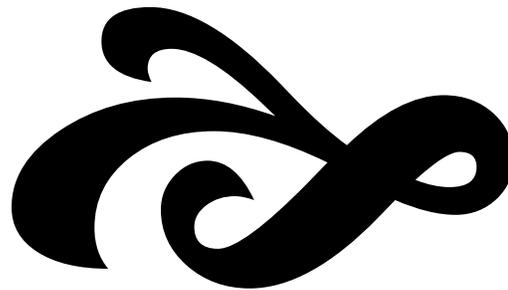


Eternity Matters



Courage. Compassion. Commitment.

**2019/2020
Parent/Student
Handbook**



Southwestern Christian School
Serving the families of Yuma for 26 years!

Eternity Matters

2019/2020 Parent/Student Handbook

Southwestern Christian School

*Established 1993
Grades K-8*

Campus Information

3261 S. Ave. 6 E.

Yuma, AZ 85365

Phone: 928-726-3086

www.swcslions.org 2





SOUTHWESTERN CHRISTIAN SCHOOL

3261 S. Avenue 6 E.

Yuma, Arizona 85365

Phone: 928-726-3086 Fax: 928-217-2172

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Southwestern Christian School

July 24, 2019

Dear Parents,

We want to thank you for the opportunity you have given our staff in partnering with your family in “training up” your child and empowering them through knowledge of God’s Word. It is our mission at Southwestern Christian School to partner with you in helping your child grow in knowledge and faith in our Lord Jesus Christ. We are here to provide an exemplary learning environment where children learn about Christ and the salvation He offers as well as experience the love of Christ first hand. Together, we can help your child become a life-long learner who walks with Jesus Christ. Our goal is to help your children develop a deep and personal relationship with Jesus so that they impact those around them and ultimately share with others that eternity matters.

This handbook is our attempt to give you a clear picture of the organization, policies, and structure of the overall programs at Southwestern Christian School. It is our sincere desire that we all work together in unity of purpose to glorify God in every area of the school.

We encourage your family to join us in weekly worship/chapel. Also, throughout this school year, please be in prayer, as a family, for our school and for the direction that God is leading us.

May God richly bless you and your family this year. May this be another year that Southwestern Christian School truly brings glory and honor to our gracious God and King!

In His service,

SWCS Staff and Administration

2019-2020

Personnel

First Christian Church Elders Board

Chairman: Mark Beeler Vice-Chairman: Jack DeLange
Mark Daum Wes Griffith
Tom Richmond

FCC Staff

Mike Abramson, Grounds Keeper	Jul Gompert, Nursery Director
Francia Andre, Pre-School Director	Les Gompert, Children's Minister
Justine Antonelli, Assoc. Children's Minister (Pre-school)	Mark Jacobs, Head Custodian
Lynette Berry, Women's Ministries	Rick Lathrop, Business Administrator
Terry Clark, Secretary	Robin Laughlin, Secretary
Jessica Clawson, Custodian	Jennifer Matthews, Treasurer
Chad Courtney, Intl. Outreach Minister	Zeb Ohland, Minister of Discipleship
Jeff Elzey, Sr. Minister	Laretta Shrader, Assoc. Intl. Outreach Minister
Jerry Elzey, Pastoral Care Minister	Sean Weaver, Assoc. Children's Minister (Elem.)
Sandi Gist, Minister of Counseling	Dustin Womer, Youth Minister

SWCS Staff

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Kathy Foote, Lions' Den Coordinator	kgodley@swcsliions.org
Maggie Fenske, Orchestra Director	mfenske2008@yahoo.com
Chris Wright, Band Director	cwrightclar1@gmail.com

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Introduction & Overview

Our History

In 1992, a group of concerned parents looking for choices in Christian education for their children, met and began praying that God would direct them to find an answer. God gave them a vision to begin Southwestern Christian School, an independent, non-denominational Christian school. Southwestern Christian School began in the fall of 1993, offering kindergarten through eighth grade to the Yuma community.

In the fall of 2002, SWCS joined with First Christian Church and became their ministry. SWCS moved to the new FCC campus in January 2004. The larger facility provided the opportunity for more classrooms, allowing SWCS to reach more children with the love of Christ.

We thank God for His blessings and pray that First Christian Church and its ministry of Southwestern Christian School will continue to be a light in the Yuma community and around the world.

Our Mission

Because eternity matters, Southwestern Christian School, in partnership with our families, is educating and mentoring lifelong learners to walk with Jesus Christ.

Our Vision

We believe Southwestern Christian School to be an extension of the home and church and not to be a substitution or replacement of them. It is our purpose to assist parents in meeting their God-given responsibility of training by providing an environment in which students can achieve their highest potential—spiritually, mentally, academically, emotionally, and physically.

Statement of Faith

We believe that there is hope and a future for our children. Christian education imparts a Biblical world and life view and prepares students to fulfill the purpose of God in their generation. SWCS of Yuma is a body of believers that has joined together for the purpose of academic progress, personal development, and spiritual growth.

Together we seek to honor God by integrating faith and learning while our hearts and lives reflect the process of maturing in Christ. When families join SWCS, they freely and willingly choose to take upon themselves the responsibilities outlined in this handbook.

We believe that, “All Scripture is given by inspiration of God.” The Bible is the inerrant Word of God and is the final and sole authority for all Christian life and practice. The Holy Spirit guided the writers in all that they wrote. *II Tim. 3:16; Deut. 4:2; II Peter 1:21.*

We believe the Godhead eternally exists in three Persons: the Father, the Son, and the Holy Spirit. *Matt. 28:19; I Cor. 8:6; II Cor. 13:14; I Peter 1:2; Eph. 3:9-17.*

We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory. *John 1:1; John 1:14; John 10.*

We believe in the personality and deity of the Holy Spirit, Who indwells in every baptized believer and is ever present to testify of Christ, seeking to occupy us with Him. We acknowledge the ministry of the Holy Spirit, Who convicts, regenerates, indwells, enlightens, and empowers believers for Godly living. *John 14:26; John 15:26; Acts 1:8; Rom. 8:26-27; I Cor. 2:12, 14; Rom. 8-9; I Cor. 3:16; John 16:13-14; Acts 2:38.*

Statement of Faith (Con't)

We believe that man was created in the image of God, that he sinned in Adam, and that he is now a sinner by nature and by choice. Man must receive a new nature by faith in Jesus Christ, implanted by the Holy Spirit through the Word of God in order to gain eternal salvation. **Gen. 1:26; Rom. 5:12, John 3:3-7; Eph. 2:1-3; John 5:24; Titus 3:5.**

We believe in salvation by grace through faith in Jesus Christ (faith leads to repentance, confession, and baptism), apart from any human merit or works, and that through faith in Christ, one passes immediately out of spiritual death into spiritual life. **John 5:24; Rom. 3:28; Gal 3:26-29; Eph. 2:8-10; Rom.10:9-13; Matt. 28:18-20.**

We believe that the church is the spiritual body of which Christ is the head. The church is composed of all those who truly believe in Jesus Christ as personal Savior, who are to “keep the unity of the Spirit in the bond of peace,” rising above denominational barriers, loving one another, and “holding the truth in love ... being held together by that which every joint supplies.” **Eph. 4:2-6; Eph. 4:15-16; Eph. 2:19-22; Eph. 1:22-23; I Cor. 12-13; Rom. 12:4-5; I Cor. 1:10.**

We believe that all true believers are called to a life of separation from worldly and sinful practices and should abstain from that which would bring reproach upon the name of Christ. Christians are to be “salt and light” in the world. **Col. 2:6-8; I Cor. 6:17; I Cor. 10-23; I Thess. 5:22; Titus 2:11-12; Eph. 2:10; Matt. 5:13-16.**

We believe in the evangelization of the world, in other words, that the supreme mission of the people of God in this age is to preach the Gospel and to make Christ known to every person. **Mark 16:15; II Cor. 5:18-19; Matt. 18:14; Matt. 28:19-20.**

We believe in a literal heaven and hell. We believe in the controlling and greater power of God but also in the reality and power of Satan, the deceiver. **Matt. 6:20; Luke 10:20; Luke 23:43; II Cor. 5:1; II Cor. 12:2-4; Rev. 2:7; Prov. 23:13; Matt. 5:29; Matt. 10:28; Matt. 18:8-9; Matt. 25:28-30, 41, 46;**

Gen. 3:1; I Chron. 21:1; John 12:31; Acts 5:3; Acts 26:18; II Cor. 2:11; Eph. 4:27; Eph. 6:11; James 4:7; Rev. 12:9; I John 4:4.

We believe in the personal return of our Lord Jesus Christ and that this second coming of Jesus Christ is the “blessed hope” that is set before us that we are continually looking for. **Titus 2:13; Acts 1:11; I Thess. 4:16-17; John 14:1-3.**

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. **Gen. 1:26-27.** Rejection of one’s biological sex is a rejection of the image of God within that person.

We believe that the term “marriage” has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. **Gen. 2:18-25.** We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. **I Cor. 6:18; 7:2-5; Heb. 13:4.**

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. **Matt. 15:18-20; I Cor. 6:9-10.**

We believe that in order to preserve the function and integrity of Southwestern Christian School as a local Body of Christ, and to provide a biblical role model to the SWCS students and the community, it is imperative that all persons employed by SWCS in any capacity, or who serve as volunteers, agree to and abide by our Statement of Faith. **Matt. 5:16; Phil. 2:14-16; I Thess. 5:22.**

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. **Acts 3:19-21; Rom. 10:9-10; I Cor. 6:9-11.**

We believe that every person must be afforded compassion, love, kindness, respect, and dignity. **Mark 12:28-31; Luke 6:31.** Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture and are not the doctrines of SWCS.

Statement of Non-discrimination

Southwestern Christian School admits students of any race, color, national, or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national, or ethnic origin in administration of its educational policies, admissions policies, scholarship programs, or athletic and other school administered programs.

Statement of Christian Lifestyle

Southwestern Christian School's biblical role is to work in conjunction with the home to mold students to be Christlike. Of necessity, this involves the school's understanding and belief of what qualities or characteristics exemplify a Christlike life. The school reserves the right, within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student if the atmosphere or conduct within a particular home or the activities of the student are counter to or are in opposition to the biblical lifestyle the school teaches. This includes, but is not necessarily limited to, participating in, supporting, or condoning sexual immorality, homosexual activity, or bisexual activity; promoting such practices; or being unable to support the moral principles of the school.

(See Leviticus 20:13 and Romans 1:27)

Admissions

Admissions Standards & Procedures

Standards

- To obtain admission to the school, students must have a written application, a pastor's reference form, parental testimonies, and a family interview with the school administrator. Report cards, school records, and testing will be used in determining admission. SWCS admits students of any race, color, nationality, or ethnic origin and extends to them all the rights, privileges, programs, and activities generally accorded or made available to students at the school.

Procedures

- Families will start with a tour of our facility to become familiar with our school. Next, they will sit with our school administrator to discuss the school's structure, educational philosophy, spiritual program, and academics.
- New students are accepted in the order in which enrollment forms are received and space becomes available. No enrollment request is fully processed until completed enrollment forms (admission forms, school records, parental permission, emergency forms) and immunization records are returned to the school office with the non-refundable registration fee paid in full.
- New students need to be tested before admission is granted. At the discretion of the administration, a child may be admitted on a probationary basis or placed in a grade better suited for his/her academic abilities.

Re-Enrollment

It is a privilege to attend Southwestern Christian School. In light of the purpose of our school, each student must re-apply each year. Class space is limited. Early registration is recommended, since enrollment is taken on a first-come first-served basis.

These areas will be considered in the re-admittance of each student: grades, attitude, financial commitment, fundraising support, and church membership/attendance. Families who are in poor standing within one or more areas will be subject to an interview with the school administrator and possibly denied re-admission to Southwestern Christian School.

For your convenience, re-enrollment forms will be sent home in February. It will be necessary to complete the forms for each child applying for re-enrollment and pay the non-refundable, non-transferable registration fee before they can be registered in their class.

Dismissals & Withdrawals

Dismissals

A student may be expelled from school any time he/she is in violation of the rules and policies of the school. (See Accounts, page eleven of this handbook.)

Withdrawals

Withdrawals from Southwestern Christian School must be made through the school office.

Accounts must be paid in full before records are released.

School Office Hours

The school office is open on all school days from 7:45 AM to 3:45 PM. Summer and holiday hours will be announced.

Parental Commitment

Tuition Charges (2019/2020)

<i>Per Child</i>	<i>K-8th Grade</i> \$4,000.00
<i>All Students Fundraising</i>	\$550/per child/per year

Registration Fees

An annual (**non-refundable**) registration fee per student is due in full at time of registration.

<i>Per Child</i>	<i>1-8th Grade</i> \$350.00
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Accounts

All SWCS families must sign up by July 1st with FACTS Tuition Management if making monthly payments.

To opt out of FACTS, you must have \$4000.00 per child in your school account by July 1st.

Payments and Returned NSF Checks

Any checks written to Southwestern Christian School returned NSF will result in a \$25 service charge. If there are three or more NSF checks on your account, you will be required to make future payments with cash, money order, or cashier's check.

Delinquent Accounts

Please notify us immediately if any financial difficulties arise so that we can consider arrangements in order for your child to remain in school. We do not want any child to be removed from school because of financial difficulty; however, SWCS has financial obligations to our staff and creditors who expect us to pay on time.

If a family account is in arrears of \$1000.00, a student will not be allowed to continue to come to school. Parents must make arrangements through the business office to bring the account to a current status before a child will be allowed to continue. Students who have delinquent accounts at the end of the year will not be admitted for the following year.

Delinquent accounts will be turned over to collections if a payment plan has not been agreed upon with the administration.

Church Attendance/ Membership

SWCS is an extension of the home and the church and is not to be a substitution for them. As members of our school, students and their parents must be actively involved and members in a local church. Membership in church and the activities provided by the church help students to achieve their fullest potential. Lack of church membership and attendance could result in the student being placed on probation and subject to administrative review with the possibility of jeopardizing future re-admittance. All students at the Jr. High level should personally profess Jesus Christ as Lord and Savior of their lives. The student's life should reflect this testimony.

Conflict Resolution

Every parent and student should understand the disagreement procedure. This should be explained as early as possible during the school year. When parents, teachers, and students understand the plan God has given us for settling strife, the school and home will run smoothly.

Procedure:

1. **Pray about it.** Ask God to help you make your problem known in such a way that it will result in the betterment of the school and thus in the glory and growth of His Kingdom. Read and think about such passages as Ephesians 4:1-2 and Colossians 3:12-13.
2. Express it promptly. **Be prepared to offer a solution to the problem.** Keeping it to yourself can cause ill feelings and friction that would decrease your effectiveness as a Christian. Jesus said that we cannot properly worship or serve God if there is a disagreement between you and someone else (Matthew 5:23-24).
3. **Tell it to the right person.** Disagreements against specific individuals should be expressed first to the individual in question. If the conflict is not resolved, please express your concern to the administrator if you need another Christian to go with you.
4. **Express it clearly.** Make sure the person you are expressing your concern to knows the details of the situation and exactly what you are concerned about and why. Misunderstandings could lead to further problems and needless hard feelings.
5. **Do not discuss your problem with others.** Express your disagreement only to the person who should hear it. Unneeded worry, harm, and hard feelings result when problems and dissatisfactions are expressed to persons other than those directly involved with the problem and an impression of disharmony is presented. **Help us avoid gossip.**

Probation

Probation is invoked when a student has a serious academic, attitude, or behavior problem. A probation period gives the student an opportunity to correct his/her problem. Probation is instituted only after consultation and counseling with the student, parents, and administration. If there is not improvement to a satisfactory level, the student will

be dismissed or asked to withdraw from school. Student activities will be limited during the probation period, and all positions of trust and responsibility could be relinquished for the remainder of the year.

Parent Visitation Procedure

Parents of students are invited to visit the school at any time. All visitors, including parents, other relatives, and community visitors must sign in and out at the school office. Forgotten articles brought to the school during class time must be left at the office. The student will then be notified at an appropriate time of the item's arrival. This is to limit classroom interruptions.

Conferences to meet with teachers should be scheduled through the office. Conferences are to be scheduled so as not to conflict with classroom instruction or procedure times. Please do not approach the teacher to conference during school hours unless pre-arranged.

Fundraising

All students are expected to participate in fundraising events. Each student needs extra support for the year, and this can be obtained through the various fundraising activities scheduled throughout the year. Should you decide not to participate in fundraising events, you may add the additional funds needed (\$550 per child/per year) to your monthly tuition payments. Please keep in mind that a portion of our annual budget is acquired through fundraising. Family accounts will be reviewed at the end of the year regarding participation in these events. At the end of the school year, if you have not brought in the additional funds (either through fundraising or personal payment), you will receive a statement of the amount due which must be paid by the last day of school and prior to re-enrollment. Accounts not paid will be charged a late fee.

Academic/Classroom

Academic Evaluations

Report Cards

Report cards are issued at the end of each grading period. A parent/teacher conference is required at the end of the 1st and 3rd grading periods and optional at all other grading periods. If you desire a parent/teacher conference at the 2nd or 4th quarter grading period, please contact the office the week report cards are to be sent home; the office will schedule an appointment with your child's teacher. This will allow the teacher to personally present the report card and discuss your child's progress. Fourth quarter report cards will be mailed home after the last day of school if the family account has been paid in full.

Classroom progress is uploaded weekly on Renweb. Renweb provides current student academic progress regarding classroom performance.

Conferences

Parent/teacher conferences (K-8) are considered to be such a priority that in certain situations report cards may not be given out until parents have had a conference. If there is difficulty in scheduling, parents may call the school office to set up a conference time that is convenient for both the parent and teacher. Parents may also request a conference with a teacher at any time during the school year.

Third quarter parent/teacher conferences for our Jr. High (6-8 grades) are NOT required in order to receive your report cards. If you have any concern, you may request a conference with your child's teacher.

Grading System

Grades are determined through the use of tests, quizzes, daily class work, homework, and teacher observations.

EXPLANATION OF GRADING SYSTEM

92 - 100%	"A" SUPERIOR
83 - 91 %	"B" ABOVE AVERAGE
74 - 82 %	"C" AVERAGE
65 - 73 %	"D" BELOW AVERAGE
BELOW 65% INC.	"F" NOT PASSING INCOMPLETE

An overall "C" average is expected to be maintained for the year. Students whose overall grade is below "C" average for any quarter will be placed on academic probation and subject to administrative review. We believe God has created each child individually and given him certain talents and abilities (Mathew 25:15). It is our desire to teach each child in such a way that he would fully develop the abilities God has given him.

Honor Roll

Students must achieve an overall quarterly grade percentage of **94.5% to 100%** to qualify for **Principal's Honor Roll**.

Students must achieve an overall quarterly grade percentage of **88.5% to 94.4%** to qualify for **Honor Roll**.

All students, regardless of grade percentage, must meet the Scripture memory requirements to be placed on the Honor Roll. Students may not receive a D or F in any subject to be placed on Honor Roll.

Homework

We believe that homework is vital to the student's academic development. Homework stimulates independence and self-direction, reinforces school learning through practice and drill, and provides an opportunity to spend extra time on worthwhile school activities or projects. All students are expected to complete their assigned homework by its due date. The way a student uses his classroom or study hall time will often determine how much homework he takes home.

Assignments left at home or not available when due will be considered incomplete and treated as such. Students are expected to have assignments completed and turned in on time.

Parents are encouraged to assist students in homework by:

- offering encouragement and guidance without “doing” the work.
- setting aside a work time and area that is free of interruptions and distractions.
- providing materials needed to complete assigned tasks.
- reading daily to and with young children.

The average time spent on daily homework should not exceed the following:

- Grades K-3—30 minutes
- Grades 4-5—60 minutes
- Jr. High—2 hours

If a child is spending more time than this on homework on a consistent basis, it is essential that the parent/guardian notify the classroom teacher immediately to determine the problem and plan or implement an appropriate plan of action.

Electronic Reading Devices

Electronic devices may be used at school for reading only. Students must obtain an electronic device agreement from the office, have it completed and return it to the SWCS office before device may be brought to school. Devices will not be allowed internet access so any reading material must be loaded on the device from home.

*Electronic devices MAY NOT be used during testing week.

Physical Education

Physical education is important to the development of good physical and mental health. **Every student in grades K-8 is required to participate during PE** unless there is a note from a physician or parent saying that a student is not able to participate. Students who come to P.E. without tennis shoes may be excluded from regular P.E. activities for their personal safety. They will be asked to complete an alternative activity. Every student is required to have their water bottle with them during P.E. A student's grade will be marked down if they do not have tennis shoes, P.E. uniform, or water bottle for class.

Competitive Sports

Southwestern Christian is part of a league for team competition involving 5th through 8th grade students. The office will communicate directly to students as team activity approaches. The team sports that we offer are dependent on finding volunteers to serve as coaches and referees. A special Athletic Handbook or information sheet will be provided to students who participate in after school team sports.

Athletic Guidelines

“Whatever you do, work at it with all your heart, as working for the Lord, not for men, since you know that you will receive an inheritance from the Lord as a reward. It is the Lord Christ you are serving.” Colossians 3:23-24

At Southwestern Christian School, we believe that our athletic program must seek to instill the reality of this passage in the hearts and lives of our athletes. It is our prayer that through the discipline of athletic practice and contests, Biblical sportsmanship will be developed in our athletes. We want to honor and serve the Lord Jesus Christ through each contest, whether winning or losing.

Since athletic contests involve team competition, we desire to show how team play aids in our understanding the fact that God is redeeming a people unto Himself.

Athletic Guidelines (Con't)

We trust that as we learn to tap one another's strengths as we play team sports, we will learn to exhibit the abilities God has given us to fit into His body, the Church.

To play on an athletic team is a privilege and not an automatic right possessed by the student. Athletic teams at Southwestern Christian School are to be: (1) ambassadors of Jesus Christ and (2) representatives of our school.

Eligibility

Eligibility rules require that to be eligible for participation in any athletic programs, a student must have a "C" or better average to participate in our sports program. Students will start fresh at the beginning of a new school year.

During any period of participation, progress reports will be used to determine continued eligibility. The student must maintain an overall "C" average.

School attendance is required for the entire day of a game in order for the student to participate in that day's game. Exceptions will be made only for medical appointments or a similar need and then only when prior approval has been obtained from the administration or Athletic Director.

Athletes are required to attend practices. Any unexcused absence from practice may result in a one-game suspension at the coach's discretion. To be an excused absence, athletes must have a note from a physician or parent.

Attendance Policies

General

The importance of regular, daily attendance as a basis for academic achievement cannot be over-emphasized. Absences have a negative affect upon instruction. Regular attendance is one of the greatest contributing factors to success in school. Absences should be avoided whenever possible. Parents are asked to have their children in regular attendance to support them in achieving their educational goals.

K-8 Class Schedule

School will begin at 8:20 AM. The first bell rings at 8:15 AM. Please, no arriving before 8:00 AM (unless you are signing them into before school care a.k.a. Gatekeepers). First-8th grade classes are over at 3:15 PM; kindergarten classes are over at 3:05 PM. ***If your child is not picked up by 3:25 PM, they will be taken to Gatekeepers, and you will be charged a fee.***

Absences

Regular attendance is necessary for a student to gain the most in school. Because it is not possible to duplicate the classroom experience, a student's grades may be affected by absences. Upon returning, students will be held responsible for concepts covered while they were absent. Tests may be given in advance only at the teacher's discretion.

Generally, a student will be excused from school only for sickness, doctor and dental appointments, or an emergency. Permission must be received from the administrator if a student is to be absent for any reason other than those listed above. Please avoid planning family outings, vacation trips, etc. during the school calendar. If a student is going to be absent for reasons other than illness or emergency, the following steps must be taken:

1. At least one week in advance, the parent must either come into the office or send a written note explaining the reason for absence.
2. The administrator will inform the teacher of a

student's absence. This lets the teacher know that the absence has been cleared in the office, and they may give assignments to the student. It is the responsibility of the parent to obtain work from the teachers. Students may be asked to do an alternate assignment.

NOTE: A student absent from school more than 20 days during the school year may be in jeopardy of retention.

Make-up Homework

The student is responsible for promptly rejoining the class upon return from an absence. This means three things: 1) After returning to school, new assignments given shall be completed at the same time as the entire class; 2) Work that had been due on the first day missed is due on the first day back; work due on the second day missed will be due the second day back, etc.; and 3) In the case of a pre-scheduled absence, including school activities, vacations, and appointments, a student shall notify teachers and gather assignments before the absence and be prepared to turn in homework upon their return to school.

Tardiness

It is important that students be punctual. Self-discipline in this area is not only important for proper academic achievement, but it is also essential for the development of good habits which are characteristic of success and good citizenship in every walk of life.

When a student is continually tardy, he is a problem to the affected classes, to the teachers of those classes, and to himself. Tardiness unnecessarily disrupts orderly instruction and sets a bad example for others.

Tardiness (Con't)

The tardy policy was developed to reduce the number of interruptions and cut down on having to *re-teach* those who enter late:

- The whistle blows at 8:15 AM each day.
- Students will be considered tardy at 8:20 AM if not with their teacher.
- Southwestern Christian allows **four** “grace” unexcused tardies per semester. These grace tardies are intended to allow for the unexpected.
- After four **unexcused** tardies in a semester, parents will be charged a tardy fine.
- **Students who are tardy past 8:20 AM (excused or unexcused) must be accompanied by a parent to the office to acquire a tardy slip.**

Excused Tardies

The following are considered *excused* tardies:

- Medical or dental appointments (requires a note from the doctor or dentist)
- Traffic accidents
- Funeral

Any reason for being tardy not listed above will be considered unexcused.

Tardy Fines: Fines will be imposed for unexcused tardies (reasons not previously listed) at the following increments:

Fines are charged per family, per occurrence.

Money will be credited into the Rosie Salas Memorial Scholarship Fund.

Tardies	Fines	Action Required
0-4	0	
5-7	\$10.00 EACH	
8 or more	\$20.00 EACH	Parents conference with the principal may be necessary.

Mid-day Departures

Please try to schedule appointments during non-school hours; however, if it is necessary to pick your student up during the school day, please follow these guidelines:

1. Come to the school office and sign your child out.
2. The office staff will get your child.
3. If you return, accompany your child back to the office and sign them in.

Students who must leave the school premises during the school day other than normal dismissal times must be “signed out” by the parent/guardian or other adult picking up the student. The “signing out” procedure shall take place in person in the school office. As part of the procedure, the student will be called from the classroom to the office, where the parent may pick up the child. Students are not permitted to leave the school grounds at any time during the day without being “signed out” in the school office.

Students desiring to go home with another student are asked to make arrangements prior to coming to school. The parent should send a note informing the school of such a change in procedure.

Early Pick-Up

SWCS asks that students NOT be picked up a few minutes early at normal dismissal time except for medical appointments or emergencies.

In order to take part in a school-sponsored event, such as after school sports or other school activity, students must have attended a full day of classes on the day of the event.

Standards of Conduct

Discipline

“Love the Lord your God with all your heart and with all your soul and with all your mind and with all your strength. Love your neighbor as yourself.” Mark 12:29-31

Because Scripture provides our standard for living, our philosophy of discipline is based solely on Biblical principles.

BIBLICAL ABSOLUTES

There are some behaviors which are clearly commanded in Scripture and are required of all Christians, among which are integrity, purity, respect, obedience, and stewardship.

Integrity

“Each of you must put off falsehood and speak truthfully to his neighbor, for we are all members of one body.” Ephesians 4:25

Purity

“Whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable - think about such things.” Philippians 4:8

“Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs, that it may benefit those who listen.” Ephesians 4:29

Respect and Obedience

“For there is no authority except that which God has established. The authorities that exist have been established by God. Consequently, he who rebels against the authority is rebelling against what God has instituted.” Romans 13:1-2
“Submit to one another out of reverence for Christ.” Ephesians 5:21

Stewardship

“Whatever you do, do it heartily, as unto the Lord.” I Corinthians 10:31

Scripture also gives us guidelines from which we derive appropriate behaviors for our school, among which are courtesy and modesty.

Courtesy

“Be kind and compassionate to one another, forgiving each other, just as in Christ God forgave you.” Ephesians 4:32

Modesty

“Adorn yourselves with proper clothing, modestly and discreetly.” I Timothy 2:9

Detention Policy

Students in 5th through 8th grades who are serving detention will need to report to the office at the start of their lunch period. They will serve their detention during their normal lunch hour, eat during the following period, and then report back to the office when finished. After school detention policies will be explained by the classroom teacher.

Disciplinary Policy and Procedures

A prime responsibility of Southwestern Christian School is to establish and maintain an environment which affords each one of its students the best opportunity to learn in a Christian atmosphere. In order to accomplish this goal, the school must have the support of the parents and responsible student behavior.

The following policies and procedures address only the major problem areas which our school cannot tolerate. At any time, students may be counseled by teachers or administrators. Students who do involve themselves in these problem areas will receive corresponding disciplinary action. Students will be thoroughly apprised of what is expected of them. It is very important that students and their parents read this very carefully.

Bullying/Harassment Policy

Attendance at SWCS is a privilege. Any student whose conduct or attitude in or out of school shows him/her to be in opposition to the basic principles and purpose of the school or who maliciously destroys school property will be dismissed or asked to withdraw from school.

Bullying, demeaning, taunting, intimidation, threats of violence, and other disruptive behavior will not be tolerated; that is, all reports of incidents will be taken seriously and will be dealt with appropriately. Reports of incidents should be made to the teacher or adult in charge. Such behavior can include oral or written statements, gestures, or expressions that communicate a direct or indirect threat of harm. Detention, service, suspension, or expulsion may result from ongoing behaviors.

Suspension/Expulsion

Attendance at Southwestern Christian School is a privilege. Any student whose conduct or attitude in or out of school shows him/her to be in opposition to the basic principles and purpose of the school may be suspended or expelled.

Southwestern Christian School may suspend or expel a student that violates the Christian trust of the home and school partnership. These behaviors include:

- continual disobedience of school rules and policies
- language or actions which present an attitude of defiance to those in authority
- stealing and or fighting
- cheating or allowing others to cheat from your work
- inappropriate or non-Christian language, gestures, or joking
- smoking on or off campus
- forged material (plagiarism) or signatures
- persistent truancy
- possession or use of drugs, alcohol, firearms or other weapons
- any form of harassment or bullying
- immoral behavior
- inappropriate use of technology
- malicious destruction of school/FCC property

Parental refusal to accept school-imposed consequences for their child(ren) signals a spirit of non-cooperation, breaking down the home/school partnership necessary to promote unity of purpose.

The privilege of attending SWCS may be temporarily denied a student who is in violation of school or classroom rules. The principal may require community service on campus or suspend a student from class/school for periods not to exceed five days. Parents will be informed of the terms of community service or a suspension.

Disciplinary Action

SWCS discipline may include:

Informal Talk

The teacher will talk with the student and attempt to reach an agreement on how the student should behave.

Minor Penalties

The teacher or administrator will administer these short-term penalties which might include loss of classroom privileges, work detail, isolation, detention, etc.

Parent Involvement

Parents are notified directly. A conference may be conducted with student and his/her parents. The student must agree to correct his/her behavior, and the parent is to help enforce these changes. Detaining the student after or before school or during lunch recess. If the student fails to report, he/she may be subject to suspension.

Detention

Suspension

The school informs the student of the suspension. The student's parents or legal guardian are notified of this action, including instructions regarding the process and are requested to come to the school to meet. Recorded in student file.

Expulsion

The student and parent are informed that the student is expelled. The administrator shall move on a decision of expulsion. Student and parents to be notified of decision. Recorded in student file.

General School Rules

1. Electronic games or devices are not allowed in school except for specific class projects with teacher approval.
2. **Cell phones and wearable tech devices may be brought to school but must be turned off during the school day. Cell phones must be kept in the student's backpack. Phones out during the school day will be confiscated and must be claimed by a parent from the office.**
3. Toys should not be brought on campus unless special permission is given from the teacher.
4. Students are not to chew gum on school property.
5. Magnifying glasses, firecrackers, and glass bottles are not to be brought on campus. Squirt guns will not be allowed without special permission.
6. Students are not to leave school during the school day for any reason without special permission from the office.
7. Interpersonal relationships among students should be kept in good taste without an outward show of affection.
8. Students should keep their hands off others, which would include pushing, hitting, holding, wrestling, horseplay, etc.
9. Students are to speak to peers and all adults with a respectful tone and attitude. Good manners are expected at all times.
10. Telephones are located throughout our campus. Students will require office or teacher permission and supervision to use school phones. Children are asked NOT to use phones to make calls for forgotten homework, lunches, or to plan trips to a friend's home that could have been planned the night before. Training children to plan ahead is a necessary life skill.

Social Media Guidelines

In accordance with the SWCS Standards of Conduct, we expect all members of the SWCS community to set and maintain high ethical standards in their use of social networking. Since social media

reaches audiences far beyond the community, everyone must use social sites responsibly and be accountable for his own actions. If a student sees anything of concern on a fellow SWCS student's social networking page or account, he should immediately contact an SWCS teacher, the principal, or another adult within the SWCS community.

1. In the online environment, students must follow the SWCS Standards of Conduct and conduct themselves online as in school.
2. Think before you post. SWCS asks all members of the SWCS community to use discretion when posting to the internet.
3. SWCS reserves the right to request school-related images or content posted without permission to be removed from the internet.
4. Do not misrepresent yourself by using someone else's identity.
5. Social media venues are public and information can be shared beyond your control. Be conscious of what you post online, as you will leave a long-lasting impression on many different audiences.
6. Do not post or link anything (photos, videos, web pages, audio files, forums, groups, fan pages, etc.) to your social networking sites that you wouldn't want friends, peers, parents, teachers, college admissions officers, or future employers to access. What you present on social networking forums represents you forever.
7. When responding to others, remember to be respectful and avoid comments that may be hurtful. Use positive language and comments only.
8. Only accept invitations to share information from people you know. Utilize privacy settings to control access to your network, web pages, profile, posts, blogs, wikis, podcasts, digital media, forums, groups, fan pages, etc.
9. Online stalkers and identity thieves are a real threat. Never share personal information, including, but not limited to, Social Security numbers, phone numbers, addresses, exact birthdates, or pictures with parties you don't know or on unsecure sites.
10. Users should keep their passwords secure and never share passwords with others. If someone tampers with your blog, email, or

social networking account without your knowledge, you could be held accountable.

11. Cyberbullying is considered an act of harassment. See the SWCS Student Handbook concerning Bullying/Harassments.
12. Use of SWCS logos or images on your personal social networking sites is prohibited.

By following the above guidelines, together we can keep online usage and access a positive experience which promotes Christ-like behavior toward all.

School Uniform and Dress Code

Student dress should reflect our school's focus on spiritual and academic growth. Students of Southwestern Christian School should be dressed appropriately as not to detract from the learning environment. At Southwestern Christian School, our goal is to maintain an atmosphere conducive to serious educational and spiritual pursuits. We want our students to stand out for who they are and not what they wear. Student uniforms will be worn at all times, and must be neat and clean while attending classes and school functions.

***The administration will serve as the final authority in matters related to dress. If the school considers a student's appearance to be immodest or a distraction to others, the student will be asked to change it. If a student is out of uniform, the parent will be called to bring appropriate uniform clothing. The student will work independently outside of class while waiting for the clothing to arrive.**

SHIRTS

Long or shortsleeved collared shirts in royal blue, black, dark gray, or white **purchased from a designated school vendor are acceptable.** All shirts must have the SWCS embroidered logo. Students may wear a long or short sleeved plain solid white, black, or dark gray uncollared shirt under a short-sleeved uniform shirt. Undershirts may not hang longer than the uniform shirt otherwise, the undershirt must be tucked in.

PANTS/WALKING SHORTS/CAPRIS

Uniform style pants, shorts, and capris in khaki tan, black, or dark gray are permitted. Lowrise, denim, or skinny type pants/shorts/capris will not be permitted. Walking shorts may not be shorter than midthigh.

Parents may purchase these items from our designated vendors or from any retailer that sells such items. These are typically found in the school uniform section of most retailers.

SKORTS/SKIRTS/JUMPERS

Girls may wear jumpers in the approved school colors. They may also wear a skort or skirt in the SWCS plaid, black, khaki tan, or dark gray. **These items must be purchased through our approved school vendor. Items must be at mid-thigh or longer.** Privacy shorts must be worn under a skirt.

SOCKS/TIGHTS/LEGGINGS

Socks may be black, white, or dark gray as the majority color. Tights or leggings may be worn under a skort or jumper in solid white, black, or dark gray.

BELTS (Optional)

Students may wear a belt in solid black, brown, or dark gray with their pants or shorts.

SHOES

K-5 may wear any style shoe. Sandals must have a heel strap. No flip flops.

6-8 may wear any style shoe including flip flops. Shoes may not have a heel higher than 2".

SWEATERS/JACKETS

SWCS school jackets and sweaters are **available with the SWCS logo from our designated vendors**. They are available in royal blue, black, and dark gray. Only jackets and sweaters with the SWCS logo may be worn in the building. **Previously purchased SWCS blue sweat jacket may also be worn.** Heavier coats may be worn outside but removed once students are inside.

PE ATTIRE

All students will wear PE attire on their PE day only. PE uniform consists of SWCS orange tshirt (K-5) or SWCS blue tshirt (6-8), PE uniform black athletic shorts, athletic shoes with laces or velcro, and socks in the approved uniform colors. Hats may be worn during PE as protection from the sun's rays. Solid black athletic pants will also be available for purchase. **All PE attire must be purchased from school vendors.** SWCS athletic shirts may be worn on PE days in the appropriate color.

Dress Code (Con't)

SPORTS PRACTICE ATTIRE

All athletes are expected to maintain appropriateness and modesty in their attire when attending practices and games. Shorts may not be shorter than midhigh. Clothing must be relaxed fit. No racerback shirts, spandex, or form fitting items will be allowed. Appropriate athletic footwear is required at all times.

FREE DRESS GUIDELINES

Students who have earned a Free Dress Day coupon may use it on a **Friday only**. Modest, appropriate clothing may be worn on free dress days. Sleeveless shirts must have a shoulder strap 1" or larger. No backless or racerback shirts allowed. Jeans are acceptable. Clothing may not be torn or frayed.

Leggings may be worn with a top that meets mid-thigh or longer. Modest skirts, skorts, and dresses are acceptable. Privacy shorts must be worn under a skirt or dress. Shoes must follow SWCS uniform guidelines. Undergarments may not be visible.

COSMETICS

Cosmetics may be worn with modesty starting in 6th grade.

HAIR

Hair should be styled in a way that it does not cover the eyes of the student or draw undue attention to the student. Any hairstyle that becomes a distraction will not be permitted. Boys' hairstyle should not hang past the earlobe or on the collar.

GENERAL GUIDELINES FOR ALL STUDENTS

*Clothing must not be torn, frayed, or dirty.

*Hats, headscarves, and sunglasses may not be worn inside the building.

*Visible permanent or temporary tattoos are not permitted.

*Appropriate undergarments are to be worn at all times.

*All school attire and supplies must be void of guns, knives, or skulls.

*Body piercing, other than girls' ears, will not be allowed. No gauges.

*Jewelry may be worn in moderation. No pointed studs or spikes allowed.

APPROVED UNIFORM VENDORS

BGD CUSTOM CREATIONS

3336 E. 33rd Place, Suite B Yuma, AZ 85365
928-726-2191

Specific Violations:

- Messages on notebooks, backpacks, or other school supplies that have sexual overtones, guns, knives, skulls or promote violence, drugs, alcohol, rock groups, death, or messages deemed undesirable by the administration.
- Extreme jewelry such as heavy chains, armbands, and spikes may not be worn.
- Tattoos of any kind may not be visible. No writing on any body part allowed.

Graduation Dress Code

Dress code for girls shall consist of any nice dress or skirt, tea length up to four inches above the knee when kneeling. No trains, please. Dresses or tops must have a one-inch shoulder strap attached. (No strapless tops/dresses allowed). Shoes must be a dress style; no flip flops or beach sandals. No heels higher than 3" as measured by the American Standard. (Heels measured from outside of heel.) Modesty guidelines must be met concerning anything too low cut, tight, or backless tops. Please, no body glitter, extreme hair, or dark make up.

Dress code for boys shall consist of a button down oxford and tie. Jackets or suits are optional. Boys must wear dress or suit pants, socks, and dress shoes; no flip flops. Boys must be clean shaven, if applicable, and meet school hair length requirements.

Final approval of graduation dress will be determined by a committee set forth by SWCS. If you have any questions concerning graduation attire, contact the office.

Parent Dress

Parents are asked to follow our modesty guidelines for attire when attending any school event or participating on campus. These guidelines are in I Timothy 2:9 and help us to live according to God's Word and set the proper example for our children to follow.

Our Curriculum

Curriculum

SWCS uses ABeka, BJU Press, and Saxon publishers to meet our educational goals and standards. We also provide instruction in keyboarding, Accelerated Reading, and Art history and technique. Using all of these programs together helps us offer rigorous, quality Christian education to each child.

Students requiring specialized instruction may be referred to the Yuma District One Exceptional Student Services.

SWCS reserves the right to require testing of students for appropriate grade placements and/or special needs such as learning disabilities or emotional concerns.

Christian Instruction

In addition to the traditional courses of instruction offered, SWCS teaches Bible as a regular course in the school day. ABeka Bible is the curriculum used in Grades K-3, focusing on God's love and offer for salvation. Grades 4-6 use BJU Press Bible for a more in-depth study of God's Word and how to live for Him. Grades 7-8 use a combination of curriculum to address students' ability to discern and make Godly choices in their lives.

Language Arts

The language arts program is inclusive of reading and literature, English language, writing, handwriting, listening, and speaking. Kindergarten through Grade 1 uses the ABeka Reading & Language Series. Grades 2-8 use BJU Press Reading and English Series.

Mathematics

The students are taught the concepts of numbers, math computation, and math application. Kindergarten through Grade 3 use ABeka Mathematics Series. Grade 4-8 use Saxon Math.

Social Studies

History, geography, political science, economics, anthropology, and sociology (combined) make up the Social Studies curriculum. The BJU Series is used beginning in 1st Grade.

Science and Health

Life science, earth science, and physical science

spiral through all the grades. BJU Press curriculum is used in Grades 1-8.

Physical Education

Physical fitness skills and personal social skills are taught in Kindergarten through Grade 8. A wide variety of age appropriate team and individual activities are taught.

Art

All grades participate in formal art instruction weekly. Students gain knowledge on artists, technique, and producing original creations.

Computer

Students in Grades 1-8 are instructed weekly in keyboarding and computer navigation. Students in Grades 5-8 also use classroom computers or the computer lab for internet research, Word documents, Excel spreadsheets, Publisher, PowerPoint presentations, and Quia testing.

Chapel

All students participate in regular daily devotions and in weekly chapel service. While these services are intended to be child-centered, parents and friends of the school are encouraged to join the students and faculty/staff in these weekly worship experiences.

Orchestra - Elective

Orchestra instruction is available per semester for an additional fee. Classes are offered for students in Grades 2nd - 8th providing them the opportunity to play violin, viola, cello, or bass. Students will be expected to perform with the full orchestra and are assigned a grade.

Band-Elective

Band instruction is available per semester for an additional fee. Classes are offered for students in Grades 4th-8th. Students will be expected to perform with the full band and are assigned a grade.

Jr. High Class Trips

These trips are scheduled throughout the school year and can last from a few hours to five days. Service to the community, spiritual growth, team building, and enhanced education experiences are the outcome of these trips.

Miscellaneous

Building & Grounds

Students and visitors are expected to respect and exercise good stewardship of the church/school property. Students who damage or destroy school property, on or off campus, will be required to pay for all damages. Any malicious destruction may result in the student being dismissed from school or legal action being taken.

Class Parties

Students in Grades K-6 may bring a special treat for the class on their birthday if they so desire. Students with summer birthdays may pick a day during the school year. Please notify the teachers of your plans so they can work out the best time. Please don't plan a class party or bring special guests without teacher approval.

When having home parties, unless all children (or all boys or all girls) in the class are invited, please mail invitations to the children's homes. This helps eliminate hurt feelings. In addition, individual teachers may have separate customs for celebrating birthdays i.e., all birthdays in a given month to be celebrated in one day, etc. Please check with your child's teacher if questions arise.

Closed Campus Policy

The school operates as a closed campus. Students are not permitted to leave campus at any time prior to dismissal, unless written or verbal permission has been coordinated by a parent or guardian with the school office. Parents must check in with the office to sign out their child on the Sign In/Sign Out Sheet.

Field Trips

All students who participate in field trips or out-of-school activities must have a "Field Trip Permission Form" signed in advance by their parents, or they may not be permitted to participate in the activity. Regular school uniforms are required for field trips unless otherwise directed by the classroom teacher. Field trips are arranged to enhance your child's educational experience and are considered as an academic activity and assigned a grade.

Attendance is expected. Absence from a field trip may result in a zero grade for the activity. Teachers will assign each field trip as a quiz or test grade. Students who do not report to school on the day of a field trip will be considered absent, unless other arrangements have been made with a classroom teacher.

Skateboards/Skates

Skateboards and skates are not permitted on the FCC/SWCS campus. This has been established by the FCC leadership. There are no exceptions.

Lost & Found

The school is not responsible for personal property left in the school building. All sweaters, coats, hats, etc., should be marked with the student's name. The lost and found box can be found in the school office.

At the end of each month, all items which have not been picked up will become the property of the school and will be given to Goodwill or Crossroad's Mission. Lost textbooks must be replaced immediately at the student's expense.

Drop Off and Pick Up

Safety is the primary objective of all transportation procedures at SWCS. Students and parents (or caregivers) should know and follow the guidelines below.

Morning Drop Off

Students are to be dropped off at the southeast playground beginning at 8 AM daily. Parents need to exit out the 6E exit.

On bad weather days, morning drop off will be in front of the school on the north side of the FCC campus. Traffic will flow east to west. All traffic will exit out 6E.

Miscellaneous (Con't)

After School Pick Up

Students may be picked up on the north side of the FCC campus. Parents enter the flow of traffic moving from east to west. All traffic exits out 6E.

Safety Tips:

- **Any adults needing to exit the driver's seat must park their vehicle in the gravel parking lot. The drive-through areas must be kept moving.**
- **Drive slowly and cautiously.**
- **Cell phone usage must be hands-free only giving 100% attention to the children.**
- **Children are NOT to walk into or across traffic lanes without adult assistance.**
- **Adults and children crossing traffic need to use the marked crosswalk.**

Lunches

We do not participate in government funded lunch programs. Please send lunches in containers that will keep them cool or warm. No refrigeration or access to a microwave is available. Lunches may be purchased from the school. Advance notice will be sent home accordingly. All students must have a lunch provided by their designated lunch time. Glass containers are not permitted on campus. Water bottles are requested. Water only! We are a soda free school.

Pledges

Pledges will be recited in each classroom during the first period of each school day.

To the American Flag

I pledge allegiance to the flag of the United States of America,
And to the Republic for which it stands.
One nation under God, indivisible,
With liberty and justice for all.

To the Christian Flag

I pledge allegiance to the Christian Flag
And to the Savior for Whose kingdom it stands.
One Savior, crucified, risen, and coming again,
With life and liberty for all who believe.

To the Bible

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

School Insurance

Southwestern Christian School does not provide primary or supplemental accident insurance or medical coverage. Parents assume complete responsibility for all medical treatment and associated costs, including treatment and costs resulting from incidents occurring on school property or at school sponsored events.

Transportation

Transportation of students to and from school is the responsibility of parents. Names and addresses of families living in the same area can be provided (with permission from the family) upon request for parents wanting to establish car pools. Please do not phone the school office requesting coordination of rides for your children.

Immunizations

State laws regarding immunizations and associated record keeping apply to Christian schools and will be carefully followed. Please note that failure to provide the required documentation (proof) of immunizations will result in your child being prohibited from attending school. This is not a school policy; it is Arizona state law.

Health at School/ Medications

Communicable Diseases

The Health Department requires that instances of communicable diseases be reported by the school immediately. Parents of a class will be notified in writing when a child in that class contacts a particular communicable disease. Before a child may return to school following illness, a medical release form may be required from your physician.

The following are considered communicable diseases: chicken pox; German measles; red measles; mumps; streptococcal infection (strep throat, scarlet fever); MRSA (a type of bacteria staphylococcus aureus, which is resistant to many antibiotics); fifth disease (viral infections which effects red blood cells); hand, foot, and mouth disease (viral infections caused by a strain of Coxsackie virus); and whooping cough.

Lice infestations must be reported to the school immediately. A proper hair treatment must be followed before returning to school. A child who has had lice must be free of viable lice and nits and must be cleared by the school office before returning to class.

Illness/Injury

Students who become ill or injured at school will be sent to the office. Office personnel will in turn notify the parents. It is important that any change in work or home telephone numbers be provided to the office as they occur. If parents cannot be reached, the office staff will contact the person listed in the records as the "Emergency Contact."

Please do not send a child to school who appears to be ill (fever, rashes, pinkeye, excessive coughing, congestion, etc.). If your child arrives at school with any of the aforementioned conditions, he/she will be sent to the office and parents will be contacted to pick up the child.

Medications

The State Department of Health does not allow the school to administer over-the-counter medications to students unless written permission is given by the parent. All medications (Tylenol, Advil, etc.) need to be sent from home in the original container accompanied with a Medication Consent Form (available in the office) filled out and signed by the parent. The school must have one form for each medication to be given, along with the dosage and time of day it is to be given. The school may administer it to your child acting as your agent. ***DO NOT ASK US BY PHONE TO ADMINISTER ANY MEDICATION TO YOUR CHILD. PERMISSION MUST BE GIVEN IN WRITING.***

The same procedure must be followed for administering prescription medication. The original prescription bottle must be sent and a Medication Consent Form must be completed. The state does not allow us to administer any prescription without the child's name, current date, and doctor's name on the bottle. ***NO MEDICATION (INCLUDING COUGH DROPS) IS TO BE KEPT IN THE CLASSROOMS OR THE STUDENT'S BACKPACK.***

Injuries/ First Aid

Minor injuries incurred during the school day will be treated in the school office. Injuries of a serious nature will result in a phone call to the parents or the persons listed on the Emergency Contact Form. Parents are asked to keep the office informed of any changes to the emergency contact information. First aid at SWCS is limited to a "wash and band aid" procedure.

Natural Disasters (Earthquake, Flooding, Fire)

SWCS practices a drill each month in preparedness of a potential emergency.

Outreach Community Service Projects

SWCS has a variety of school service projects in which we encourage students and their families to participate. Some projects have included (but are not limited to): Operation Christmas Child, Crossroad's Mission, Salvation Army, Yuma Community Food Bank, Tumanini International, local nursing homes, and Hats on Day (cancer).

Parent Teacher Organization (PTO)

SWCS has an active, supportive Parent-Teacher Organization meeting on campus. This organization serves as an extension of the school helping to foster communication between the school and the home. The PTO raises funds to help meet the needs of students and parents and provides improvements to the facility. The PTO also does fundraising for school programs.

All parents and teachers are members of the PTO. Activities include Parent-Only Open House, fall fundraisers, Spring Silent Auction and Dinner, and family fellowship dinner nights (Chuck E. Cheese, Sonic, and McTeacher).

Attachments

1. Map of School
2. School Calendar-Back Page