

Beth Haven Christian School

“Excellence
In
Christian Education”

STUDENT HANDBOOK

Beth Haven Christian School

Statement of Purpose

The Beth Haven Christian School is a church-sponsored, private Christian School. The primary objective and purpose of the school is to train the student in the knowledge of God and the Christian way of life and to give the student an excellent education. School's such as ours are an American heritage; they help mold the character of great patriots and statesmen who established the United States.

A personal knowledge of the all-wise God and His Son, Jesus Christ, is indispensable to a character-building education. Total education involves mental and spiritual training. A statement by Theodore Roosevelt is significant: "To educate a man in mind a not morals is to educate a menace in society." The great American educator, Noah Webster, said, "Education is useless without the Bible." Man, as a product of Divine Creation, demands educational training related to God and the Bible.

The responsibility of the faculty at Beth Haven, therefore, is this: It is the solemn realization that, under God, we are molding lives and character and that we are personally responsible for each student receiving a good foundation for life that lies ahead.

Attendance at Beth Haven Christian School is a privilege, not a right. The goals of this school are not to reform but to train Christian youth of every ability in the highest principles of Christian leadership, self-discipline, individual responsibility, integrity, and good citizenship. Beth Haven stands, without apology, for the Gospel and the highest standards of morality and Christian behavior.

There may be times when your child will experience disagreements with and opposition to Beth Haven standards as we seek to guide him toward Christian maturity and achievement of academic ability. Such times may cause misunderstandings between the home and the school. Beth Haven Christian School personnel look upon these moments of difficulty as opportunities to work more closely with your family so that we might be able to fulfill your expectations of Beth Haven for your child. We hope that with you we might have the privilege of drawing out and cultivating your child's God-given strengths, while minimizing his weaknesses. In the final analysis, we trust he will find God's purpose for his or her life.

The Administration

Articles of Faith

We believe in the inspiration of the Bible (both the Old and New Testaments); the creation of man by the direct act of God; the incarnation and virgin birth of our Lord and Savior, Jesus Christ; His identification as the Son of God; His vicarious atonement for the sins of mankind by the shedding of His blood on the cross; the resurrection of His body from the tomb; His power to save men from sin; the new birth through the regeneration by the Holy Spirit; and the gift of eternal life by the grace of God.

Goals

It is our goal at Beth Haven to:

1. Introduce each child to Jesus Christ as his/her Savior and Lord.
2. Character – It is our aim to ground our students in Biblical moral values. This involves instructing our children morally, as well as instituting proper discipline.
3. Emphasize high academic standards.
4. Stress the importance of developing good reading skills in the early grades.
5. Create a school atmosphere that will be conducive to good learning and happy living.
6. Evaluate our program continuously in order to improve.

Policy of the Administration

It is understood that attendance at Beth Haven Christian School is a privilege, not a right, that may be forfeited by any student who does not conform to the standards and regulations of the school. The Administration may request the withdrawal of any student at any time who, in the opinion of the administration, does not fit into the spirit of the school, regardless of whether or not he or she conforms to the specific rules and regulations of this school. Beth Haven, as a private institution, reserves the privilege of setting and maintaining its own standards of student conduct, dress, cleanliness, and scholarship. The school reserves the right to refuse admittance to anyone it chooses, and to suspend or expel anyone who violates the standards and regulations of the school. Beth Haven does not discriminate on the basis of race, religion, or national origin in the administration of its educational and admission policies or scholarship and athletic programs.

Accreditation

Beth Haven Christian School is a member of the West Virginia Christian Education Association and the American Association of Christian Schools.

Bible

Bible study is recognized here as of fundamental importance and is a required subject. It augments the work in English, History, and Geography; and without it a student can hardly be considered educated in the true sense. The Bible gives the best light for this life and is the only hope for the life to come. There is no other book that can so enrich the minds and hearts of men as "The Book of Books."

A knowledge of the Bible is one of the greatest educational assets any man can have in addition to the moral and spiritual values resulting from the study. Character development is the most important work of a school. No other course offered in the school affords so great an opportunity for laying the foundation for a good and sound character.

Finances

1. Book fees are paid once each year and are due and payable the day of registration or by September 1st. These fees must be paid within 45 days of the due date or the student may not be permitted to attend classes.
2. Tuition and bus fees are on a monthly basis from August thru May (if you are paying on a 10-month basis) or from September thru May (if you are paying on a 9-month basis).
3. Monthly tuition payments are due on the first of each month and must be in the business office by the 10th of the month. If tuition payment is not received by the 10th of the month, a friendly reminder will be sent to your address. Special arrangements are made from time to time with the business office concerning payment of fees and tuition. This is perfectly acceptable, but unless our bookkeeper is notified about the special payment, accounts will be considered delinquent when not paid normally.
4. Book fees are non-refundable items. Tuition and bus fees can be refunded under certain conditions such as prepaid tuition or bus fees, with special permission from the business office.
5. No refunds on tuition are made because of student's absences!
6. All tuition and fees are subject to change if deemed necessary by the Board of Directors.
7. We have no wish to be unkind or to seem unduly hard, but it is important that all accounts be paid on time. We receive no state or federal assistance; we depend upon our regular income of tuition and donations to meet the salaries of our faculty and staff and the operating expenses.

Pledges

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.

Christian Flag:

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

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.

Rules and Regulations

7th – 12th Grades

When a student steps outside the following boundaries, correction is necessary. Such disciplinary measures as are considered reasonable by the school staff will be given out to the offending student. This will include corporal punishment, detention, in-school suspension (see ISS explanation), school suspension, and expulsion from the school.

It is impossible to make rules to cover every situation. However, the following will indicate the type of behavior expected:

1. Beth Haven Christian School students are expected to live above reproach, showing respect for God, country, family, faculty, and fellow students.
2. Lying, cheating, theft, and profanity will not be tolerated at Beth Haven. Result: 2 days suspension.
3. All adults must be spoken to as sir/maam or Mr./Mrs./Ms.
4. A critical or uncooperative attitude will often display itself in disrespect, disobedience, insolence, talking out, passing notes, failure to complete homework, etc. It is the opinion of the administration that this type of attitude grieves the Holy Spirit and is destructive to Christian growth and fellowship. Any student or parent who fails to correct such an attitude within a reasonable time will be asked to sever his relationship with the school.
5. Beth Haven Christian School students should attend church on a regular basis.
6. Disorderly conduct (goofing-off, horse playing) is not conducive to developing Christian character and leads to destruction of property. Therefore, it will not be allowed. 1st offense – warning; 2nd offense – 1 day detention.
7. Questionable literature will be confiscated and the student will be dealt with. No written petitions may be circulated among student body members unless authorized by the Principal.
8. The school expects the cooperation of students in obedience to and enforcement of the rules and regulations. Shielding of another student involved in an offense is as serious as the offense itself and will be dealt with accordingly.
9. Beth Haven Christian School is a ministry of Walnut Grove Freewill Baptist Church and is, therefore, considered God's property. Respect for the appearance and care of our school is a part of our Christian testimony.

10. Carving, defacing offices, and sitting on office work areas are not permitted. 1st offense – 3 days detention; 2nd offense – 2 day suspension.
11. Radios, cameras, and tape recorders must not be brought to school without prior approval from the Principal. Rock music, including “Christian Rock,” is not allowed. 1st offense – 3 days detention.
12. If a student has a question about a teacher’s action, they should personally and politely make an arrangement to talk with the teacher after school hours or during free time, NOT during class time.
13. Students should realize that their attitude can be manifested by what they say, by their tone of voice, by facial expressions, or by the way they sit or walk. “Body language” often betrays our verbal language. Administration and teachers must judge whether a student’s actions display an improper attitude.
14. No class cutting allowed. 1st offense – “0” in the class; 2nd offense – suspension.
15. No drugs, alcohol, or tobacco at school. Automatic expulsion for drug abuse. Cigarettes are not allowed. 1st offense – 5 days detention; 2nd offense – suspension.
16. No physical contact allowed in male/female relationships. “Six-inch rule” applies – no touching. No letters or notes to anyone. 1st offense – 3 days detention; 2nd offense – 2 days suspension.
17. Gum chewing is not allowed.
18. Students are not allowed to use the telephone without the teacher’s supervision. Students are allowed to make telephone calls for emergencies only. Students are not allowed to answer the telephone at any time.
19. All students are to knock before entering the office. No student is allowed in the office without supervision.
20. No student is allowed around the teacher’s desk or to handle anything on the teacher’s desk. Punishment – 3 days detention.
21. Any student sitting on furniture will be given 1 days detention.
22. Any student coming to class without supplies such as textbook, pencil, paper, etc. will receive: 1st offense – warning; 2nd offense – 2 days detention.
23. Any student late for class will be sent to the office to receive an excuse to return to class. If you are not in your chair by the time the bell begins to ring, you are late for class.

24. If you lose any book, you are to buy a new book within 2 days.
25. Lockers must be kept neat and orderly at all times; they are subject to inspection at any time. Nothing may be kept on top of the lockers except lunch boxes. Any items left on or around lockers will be placed in "Lost and Found."
26. Homework – Anytime a student comes to class without his homework, or the assignment is incomplete, the assignment is due no later than the next day; however, ten points will be deducted from the grade. Three offenses within a 9 week period will result in one-day In-School Suspension.
27. No food or beverage is allowed in the classroom or gym during the lunch period. No food (including hard candy) or beverage is allowed during class.

Rules and Regulations For All Students

Bus Rules

ATTENTION: “The right of all pupils to ride on school buses is conditional on their good behavior and observance of the following rules and regulations. Any pupil who violates any of these will be reported to the school principal with the recommendation that bus privileges be suspended.”

1. The bus driver is in full charge of the bus and the pupils. Pupils shall obey the driver cheerfully and promptly.
2. Pupils shall obey and respect the orders of monitors or patrols on duty.
3. Pupils must be on time. The bus cannot wait for those who are not ready when the bus arrives.
4. Pupils must take the seats assigned to them by the driver. They may not jump ahead of others in line.
5. Pupils may not open windows. It is absolutely forbidden for pupils to throw anything out of the bus.
6. Pupils must wait on the sidewalk or beside the road, out of the way of traffic, while waiting for the bus.
7. Pupils may not change their seat once they are seated on the bus. They may not move about when the bus is moving.
8. There will be no eating or exchanging of food on the bus!!
9. Pupils who write or make any marks on the bus, windows, or seats will be suspended immediately.
10. In winter, pupils should remove as much snow as possible from their clothing before boarding the bus. Throwing snowballs at buses is absolutely forbidden.

Note: Because most parents want to know the whereabouts of their children, and do not want their children getting off the bus except at home, we have a policy that students may not switch buses or bus stops without a note from parents approved by school officials.

Bad Weather Procedures

Beth Haven will operate on the following schedule in bad weather:

1. If the radio announces that public schools will be closed, Beth Haven will be closed.
2. If the radio announces that public schools will be on a one or two hour delay, Beth Haven will also be delayed for the same amount of time.
3. If the radio announces that public schools will be dismissed early, Beth Haven will also be dismissed early.

Note: These procedures pertain only to bad weather conditions.

Tardiness

Any student who has three (3) days of tardiness will be counted as having one (1) day unexcused absence.

Absenteeism

1. Whenever a student is absent from school, a written note from the parent must be brought on the first day of the student's return to school, stating the reason for the absence. If a student misses 3 days consecutively, a doctor's note will be required or otherwise the absence will be considered unexcused. The student will not be allowed to make up work for an unexcused absence. If a student misses 10 days of school, a conference with the parent and the student will be called. A note for everyday thereafter will need a doctor's excuse.
 2. The following absences may be considered as legitimate absences:
 - **a. School sponsored activities that have prior administrative approval. (Note: Upon return to the next class meeting, the student must be prepared for that day {test, quiz, homework, etc.})
 - **b. Late or non-running buses with verification.
 - **c. Religious holidays (requires prior administrative approval).
 - d. Dental or medical appointments that cannot be scheduled outside the school day – Student MUST have confirming return-to-school slip from attending physician. If possible, appointments should be scheduled in the afternoon.
 - **e. Death in immediate family (mother, father, brother, sister, grandparent, child, spouse, or legal guardian).
- ** (Absences will not count toward the total number of absences.)

3. In cases when absences are known beforehand, such as class trips, individual or family trips, etc., the student is to make up work to be missed before the absence occurs. In all cases, it is the responsibility of the student to contact the teacher for make-up assignments.

All make-up work must be done within the same time period as the number of days absent. For instance, one day absent, work is to be made up one day after return to school, etc.

4. Any student who misses 30 days of school, whether it be excused or unexcused absences, will be held back regardless of his/her grades (applies to K-8th grades.) If a 9th thru 12th grade student misses 15 days or more per semester, that student and the parent will be called for a conference and they will have to sign a contract. The student's grades and absenteeism will have to improve. If not, the student will receive an "F" for an incomplete course and the student will have to repeat the course. If absenteeism continues, the truant officer will be called.
5. If a student does not exceed five (5) days absent (excused or unexcused) and has an "A" average in that class, he/she will be exempt from the class' semester exam. This pertains to 9th thru 12th grades only.

Dress Code

It is expected that our students dress neatly and modestly as part of our Christian testimony.

Dresses or skirts and blouses are the only acceptable classroom attire for girls. Split skirts will be allowed but have to have a flair of 12 inches per leg. We ask that split skirts go to the middle of the knee or otherwise, they will be considered shorts and shorts are not permissible. Hem lengths for grades 6-12 must be to middle of the knee. Sundresses or slit skirts are not permissible school dress for girls. If a shirt has a slit in it, it must be sewn to the bend of the knee. Any girl coming to school with a split in her skirt will not be allowed in class until the problem is corrected. Tank tops are not permissible even if they are worn under sweaters.

Boys from Kindergarten thru 4th grades may wear sweat pants.

All boys must wear a belt with pants that have belt loops. Suspenders are not allowed.

Shirts that are made to be worn in must be kept tucked in at all times. This ruling also applies to girls' blouses.

Students are not to wear shirts with evil designs, rock groups, negative messages, etc. Sport shirts, however, with team names, numbers, logos, etc. are allowed.

Boys' hair must be trimmed off the collar, neatly trimmed on the sides, and out of the eyes.

Anything the administration considers to be extreme in hair styles, dress, or general appearance for boys and girls will not be permitted.

For physical education – Girls may wear sweat pants or culottes (culottes must be same length as dresses), T-shirts, and tennis shoes. Boys may wear sweat pants, T-shirts, and tennis shoes.

The following procedures will be used in dealing with students in the matter of dress, haircuts, etc.

- 1st offense - Student notified and warned.
- 2nd offense - Letter sent home to parents.
- 3rd offense - Student is not allowed in class until problem is corrected.
- 4th offense - Student is suspended for one day.

Dress Code for Field Trips

No tank tops or sleeveless tops. No shorts, No leggings or stretch pants. Slacks, split skirts, and sweat pants are permissible. No jeans with holes in them. Culottes will be permissible if they are to the middle of the knee.

Dress Code for Banquet

The ladies' gowns must have a three-inch shoulder covering. The neckline of the gown must be no longer than five (5) fingers pressed together from the collar bone. The material must not be sheer or see-thru lace. The back of the gown must fall no lower than where the undergarment strap would normally come. The length of the gown must be no higher than the top of the knee cap. All gowns must be approved by the administration.

Gentleman should wear dress shirts, dress pants, and ties. Jeans are not allowed.

Note: Beth Haven's dress codes must not only be followed by the students that attend, but also by the parents that participate in any function, whether it be for field trips, Field Day, Camden Park, King's Island, the Banquet, or even helping at the school for an activity. Parents, please keep in mind that if we have a dress code for our students, we must have one for our parents during Beth Haven activities.

Re-Enrollment

A re-enrollment period for the fall term is held the first two weeks in April for students who presently attend Beth Haven. After the re-enrollment period, enrollment is open to the public. Students who participate in majorettes, who are members of a rock group, or who attend rock concerts are not eligible for enrollment.

Explanation of Discipline Methods

I. Detention

Beth Haven uses two forms of detention: In-school suspension (ISS) and after school detention. The student will be given a detention slip on school day in advance of detention to be served. The reason for the detention will be specified on the detention slip.

A. In-School Suspension

In-school suspension occurs when a student's behavior warrants removal from classes for a period of time, but suspension or expulsion from school is not recommended. It is an effort by the administration to help the student. It gives the student another chance. The following rules apply to ISS:

1. Student must report to the principal's office by 8:20 a.m.
2. Student must bring to the office all books, notebooks, and other materials needed for assignments. Daily assignments must be completed on time.
3. Student must stay in designated area and not leave unless permission is given. Restroom privileges will be granted only during class time when other students are not in the hallway.
4. Student may not visit with other students without permission.
5. Student will eat lunch in suspension area and will not be allowed in the cafeteria.
6. Student will not be allowed to participate in any extra-curricular activities during the period of ISS.

Failure to comply with these rules of ISS will result in suspension from school with no opportunity to make up work. Students who violate ISS for the second time are subject to suspension from school for the rest of the semester.

B. After-School Suspension

After-school suspension may be used when the student:

1. Is inattentive or disrupts the class

2. Comes to school without materials.
3. Is rude when talking to adults in school.
4. Is continually late for class.
5. Disobeys school rules.

II. Corporal Punishment (Paddling)

Corporal Punishment is regulated by the consent form signed by parents during enrollment or re-enrollment. This form allows Beth Haven to use this form of discipline as it deems necessary. The church recognizes paddling as a Biblically based form of discipline.

Lying, cheating, and stealing are considered to be serious offenses and require paddling if other prescribed measures have failed to bring about the necessary results. Other repeated offenses by a student might also require paddling. It is reserved as a last resort in cases involving primarily open and deliberate disobedience. The aim of paddling is not to punish, but to bring about a change of behavior. The paddling will be administered by the Principal or in his absence, someone designated by him. The Scriptures speak clearly that paddling is to be done with the “rod.” In light of this, spanking will be down with a paddle on the posterior. Striking a student in any other manner or any other part of the body will not be allowed at Beth Haven. Paddling will be done in the presence of another adult. When a paddling occurs, a note will be sent home with the child.

NOTE: A student who has been suspended from school for any reason will receive zeros for any classes missed and will not be permitted to make up exams missed.

Grading Scale

93 – 100	A	Superior or Excellent
84 – 92	B	Above Average or Good
75 – 83	C	Average
69 – 74	D	Poor
68 – 0	F	Failure
	W	Withdrawal
	I	Incomplete