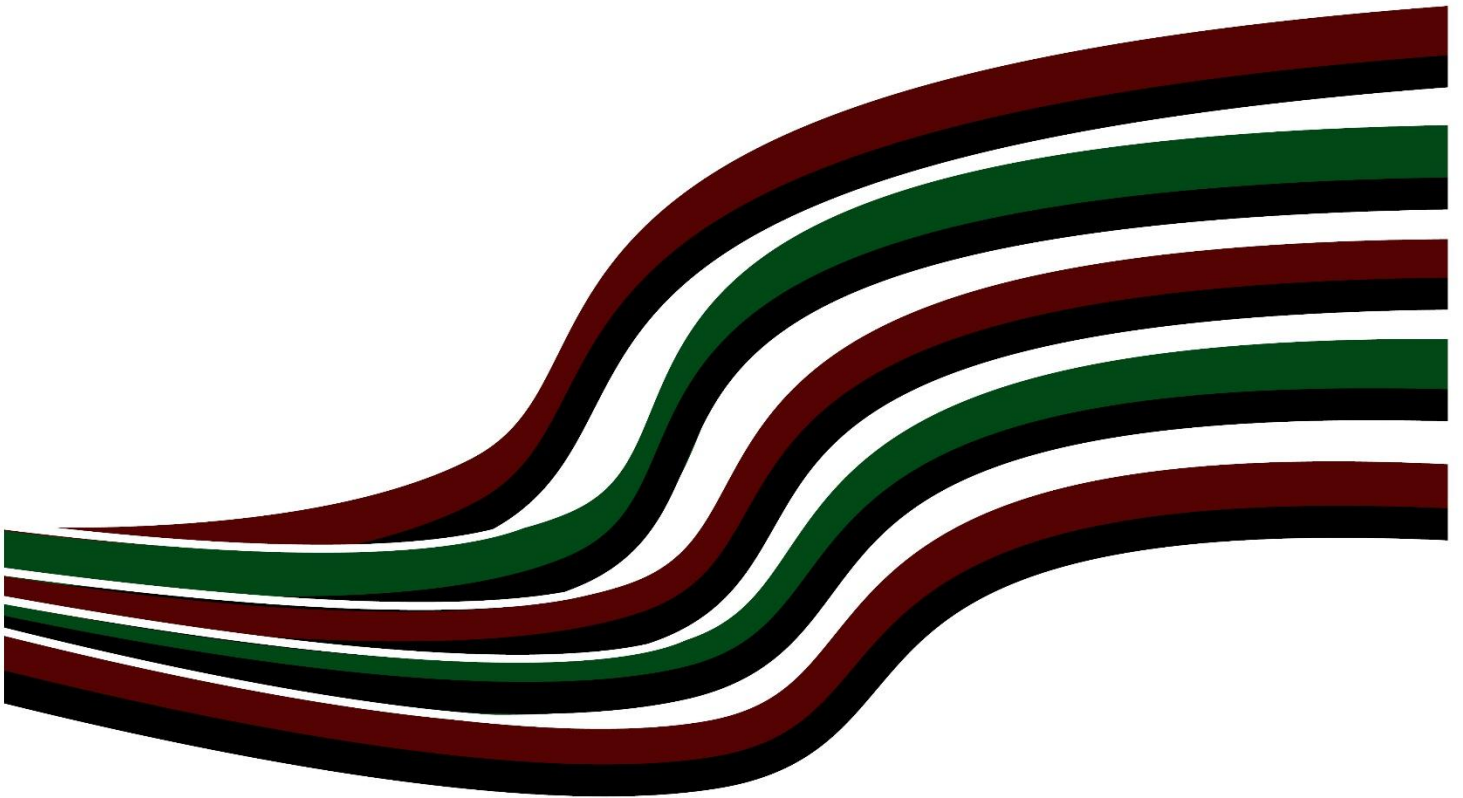


# LAKE ARROWHEAD CHRISTIAN SCHOOL

2026-2027 Parent-Student Handbook



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## **INTRODUCTION**

Herein lies the contract between Lake Arrowhead Christian School (LACS) and you the students, parents, and guardians of LACS. Please understand that no handbook can address every possible scenario that might arise during a school year. This representation of school policies, therefore, is not meant to be exhaustive. The school is the final arbiter in any decision, and the LACS administration reserves the right to make policy changes at any time. If any changes are made to this document, parents and students will be notified via email of the change in policy and the date that such policy will go into effect. This document is reviewed annually to keep up necessary changes. The most current review was 02/16/2026.

## **VISION**

Students at Lake Arrowhead Christian School will acquire wisdom, knowledge, and a biblical worldview, all of which should be demonstrated in a lifestyle of excellent moral character, wise leadership, service to others, good stewardship, and sincere worship of God.

## **MISSION STATEMENT**

We seek to develop confident, competent learners and leaders who impact the world for Christ.

## **SCHOOL-WIDE LEARNING GOALS**

- To think critically and solve problems
  - Conduct research using appropriate tools and technology
  - Analyze, synthesize, and evaluate ideas and information
  - Find solutions and solve problems using critical thinking
- To communicate effectively
  - Ask relevant questions and locate answers
  - Read fiction and non-fiction at one's grade level
  - Convey ideas concisely, coherently, and correctly in both writing and speech
- To develop gifts
  - Explore artistic and musical talents
  - Participate in programs offering opportunities in athletics, the arts, and service to others
- To apply biblical principles and a Christian worldview
  - Memorize, study, and understand Scripture
  - Evaluate information, ideas, history, and culture from a biblical worldview
  - Serve others through outreach program

## **STATEMENT of FAITH**

**God.** We believe that there is one living, true and eternal God who exists as the Father, Son and Holy Spirit. (Matthew 3:16-17, Matthew 28:19, John 1:1, John 14:10)

**Bible.** We believe that God has communicated to us through the Old and New Testaments, which are true and without error in the original form. Scripture is the foundation of our individual lives and the blueprint for His church. (Isaiah 40:8, Matthew 5:18, 1 Thessalonians 3:13, 2 Timothy 3:15-17)

**Creation.** We believe that God created our world and gave it life. He is the Maker, who by simply speaking brought everything into existence and tasked man to care for it. He created human beings, male and female, in his own image. He created them equal in value, dignity and worth. (Genesis 1:1, Genesis 1:26-27, 1 Corinthians 11:11-12, Colossians 1:16-17)

**Jesus.** We believe Jesus Christ is the eternal Son of God, one with the Father, fully God and fully man, who shed His blood on the cross to forgive our sins and reconcile us to God. As man, Jesus of Nazareth fulfilled His mission by His death on the cross and His resurrection; and, as God, He remains the object of our worship. (Isaiah 9:6, John 10:30, Roman 9:5, Hebrews 1:3, Revelation 1:8, Revelation 1:17-18)

**Salvation.** We believe that Jesus is the way, the truth and the life, and that no one comes to the Father except through Him. We believe God invites everyone to entrust their lives to Jesus Christ. Through this act of faith and repentance, God graciously gives us spiritual birth, a place in His family, purpose in this life, and a home with Him forever in heaven. (John 1:12-13, John 3:16, John 14:6, Romans 6:23, Romans 10:9-10, Galatians 4:6-7, Ephesians 2:8-9, Ephesians 2:19)

**Church.** We believe that God has formed a universal community from those who follow Him. We are connected to each other as the family of God. We gather to worship God, to be taught, and then to show His love to each other and to the world. (I Corinthians 12:12-13, Ephesians 2:19 -22, Colossians 3:16, Hebrews 10:24-25, 1 John 3:1)

**Life.** We believe that God has given us His Spirit to live every day for Him. We believe that all human life is valuable. (Psalms 139:13-14, John 14:15-16, John 14:27, Acts 1:8, Romans 8:26)

## **ADMISSIONS POLICIES**

Lake Arrowhead Christian School seeks young men and women who will benefit from a college preparatory, liberal arts education taught by teachers who are knowledgeable and passionate about their field of study, compassionate and excited about the students they teach, and substantial in their Christian faith, thought, and character. Candidates for admission are considered based on their academic record, discipline record, standardized test scores, and evident enthusiasm for learning. Additionally, they must complete a personal interview that evaluates their support for the vision and mission of Lake Arrowhead Christian School and the religious tenets delineated in the school's statement of faith. All students must have a desire to attend LACS and have a willingness to learn. They also agree to be courteous and respectful to their peers, staff, faculty, and others. LACS maintains the right to select applicants based on their personal qualifications, lifestyle choices, and academic performance, as well as their commitment to following school policies and administrative guidance.

LACS does not discriminate based on race, color, national and ethnic origin in admissions policies, scholarship programs, athletics, and other school-administered programs. LACS grants students of any race, color and national or ethnic origin all the rights, privileges, programs, and activities made available to students.

## **CHAPEL**

To minister to our students, we hold regular chapel services featuring senior pastors, missionaries, and local ministers who provide encouragement through the Word of God. We value and honor the time we spend in worship and the Word of God. Attendance at chapel is mandatory. Students should attend with an attitude of respect, worship, and anticipation.

## **SCHOOL COLORS and MASCOT**

Forest green and maroon are the LACS school colors. The school mascot is the eagle.

## **SCHOOL VERSE**

"But those who wait on the Lord Shall renew their strength; they shall mount up with wings like eagles, they shall run and not be weary, they shall walk and not faint." Isaiah 40:31

## **ACADEMIC POLICIES**

### **ACADEMIC AWARDS and HONORS**

For grades 5 through 8, academic excellence is rewarded as follows:

- Principal's Honor roll – Students with a grade point average (GPA) of 3.0 and above at the close of the semester will be on the principal's honor roll. All classes in which the student is enrolled will contribute to the student's overall GPA.
- Graduation honors – Salutatorians and valedictorians are recognized at eighth grade graduation. These honors are determined based on the student's cumulative GPA from grades 7 and 8. This GPA must be 3.5 or higher. The student(s) with the highest GPA will be selected as valedictorian(s); the student(s) with the second-highest GPA will be selected as salutatorian(s). For 8<sup>th</sup> grade graduation, only those students who have attended LACS full-time throughout grades 7 and 8 will be eligible for this honor.

## ACADEMIC INTEGRITY

Plagiarism is defined as the theft and use of another person's ideas or writings as one's own, with or without the knowledge of the other person. Academic dishonesty is the deliberate attempt to misrepresent an individual's efforts, in writing, visual, or oral presentations. All the following are examples of plagiarism and/or academic dishonesty:

- Work (whether it be homework, exams, test, or quizzes) that is not the sole work of an individual student or that contains answers from another student, a solution manual, or answer key
- Having someone else draft a paper or essay and then submitting that paper or essay as if it were one's own work. Additionally, drafting a paper for someone else, and letting that person submit the paper as if it were his original work
- Using any material, published or unpublished, word for word, without quotation marks, as all or part of the work submitted under one's name.
- Close, deliberate paraphrase of another's work, published or unpublished, without any cited acknowledgement
- Submitting a paper previously written for another course or submitting one paper for two courses (unless approved by the instructor of each course).
- Purchasing a previously written paper from an online service and submitting it as one's own work
- The use of any Artificial Intelligence is forbidden, except when explicitly allowed by the teacher for specific assignments. Students should never submit work from AI as if they had done it themselves.

The faculty and administration of LACS may use computer search engines to validate and verify examples of plagiarism prior to disciplinary action. The consequence for plagiarism and academic dishonesty is minimally a score of zero (0) on the assignment and demerits issued by the administration for the first offense. A second offense is sufficient grounds for suspension from school.

## ACADEMIC SCALE

A student's grade point average (GPA) will be determined using the following scale:

<u>Grade</u>	<u>Point Value</u>
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D+	1.3
D	1.0
D-	0.7
F	0.0

## **ACADEMIC PROBATION**

A student may be placed on academic probation for one semester if his GPA falls below a 2.0. The probationary period is evaluated twice each year—at the end of the fall and the spring semesters. If the probationary student has not elevated his GPA to a 2.0, he may be asked to withdraw from school. If, however, the student has achieved a GPA of 2.0 or higher at the end of the probationary semester, he will be removed from academic probation. A student placed on academic probation twice within two years may be asked to withdraw from the school.

## **CUMULATIVE RECORDS**

Pursuant to the Education Code of California, Chapter 1.5, Article 3, Section 49063, you are hereby given notification of privacy rights of parents and students. Federal and state laws grant certain rights of privacy and rights of access to students and their parents. Full access to all personally identifiable written records maintained by Lake Arrowhead Christian School must be granted to natural parents, adoptive parents, or legal guardians of students under the age of eighteen.

Parents may review individual records by making a request to the student's teacher and/or the administration. Administration will see that explanations are provided if requested. Information that is alleged to be inaccurate or inappropriate may be removed upon written request by parents and reviewed by the administration. In addition, parents may receive a copy of any information in the records at a reasonable cost per page.

When a student moves to a new school, records will be forwarded upon the request of the new school. At the time of transfer, the parent may review, receive a copy (at a reasonable fee) and/or challenge the records.

If you believe LACS is not in compliance with federal regulations regarding privacy, you may file a complaint with the United States Secretary of Health, Education and Welfare.

## **STUDENT INFORMATION SYSTEM (FACTS)**

Students and parents are issued FACTS log-in information so that they may have access to and monitor the following:

- Academic progress
- Due dates for all assignments
- Current grades
- Student behavior
- Attendance

Students who are absent should refer to FACTS to appraise themselves of any assignments and obligations they must complete upon returning to school.

## **PROMOTION REQUIREMENTS (Eighth Grade)**

Eighth grade graduation requirements include successful completion of the following courses: Bible, English, mathematics, social studies, and science. If a student is not progressing satisfactorily, the student and his parents will meet with administration to develop a contract that will allow the student to be promoted to high school. Promotion activities are reserved for students who have successfully completed their junior high courses.

## **FAILED COURSES**

LACS does not offer summer school. Students that need to make up failed courses may attempt to retake the class through LACS when it is offered next, provided it works within their schedule. Otherwise, students will need to make up failed courses through a previously approved online provider. Contact the LACS administration for more detailed information.

## **REPORT CARDS**

Report cards are issued following the end of each semester based on academic performance. Quarter report cards are posted on FACTS and semester report cards are sent home. Report cards contain comments designed to help students and parents better understand areas of excellence or need. Since communication is extremely important, both parents and teachers are encouraged to initiate conferences as needed throughout the year.

## **SUBMISSION of LATE ASSIGNMENTS**

**Submitting assignments after an excused absence:** Students who have been absent will be allowed, without penalty, to submit any work that was missed during their absence if and only if their absence has been excused. For each day the student was absent, the student will be granted one day's time for the completion of the missed assignments up to a maximum of two weeks. At teacher's discretion the time can be extended further. For example, a student who was absent for three days will be granted, upon returning to school, three days to complete and submit all assignments that were missed during the student's absence.

**Submitting assignments after the conclusion of a grading period:** An excused absence or emergency may create a scenario in which a student is unable to submit an assignment before the close of a grading period. In such a case, the teacher may elect to give the student a grade of *incomplete* on the student's report card. The student and teacher will then arrange for the missing assignment(s) to be completed. After the student submits the work in question, the mark of *incomplete* will be removed from the student's report card and replaced with the appropriate letter grade.

Assignments that are submitted late for reasons other than those mentioned above may receive a penalty. Each LACS teacher has some latitude in determining the severity of the penalty in these situations, but the maximum penalty that may be issued is 10% off the total grade for each day an assignment is late. Daily homework is an exception to this rule; LACS teachers are not required to accept homework after its due date.

# ATHLETIC POLICIES

## PHILOSOPHY

LACS affirms that athletics competition is an important part of the educational experience and that participation in athletics is a privilege. Participation in athletics is available to all students in grades 6 through 8 who meet certain LACS standards based on academic and behavioral qualifications.

## MISSION

Via athletics, we seek to glorify God and build the character of Christ in students.

## FEES

The athletic fee is \$250 per student, per sport, and must be paid in full before game uniforms are distributed. Please note, athletes who become ineligible to play due to injury can receive a prorated refund of athletics fees.

## CODE of CONDUCT and EXPECTATIONS for STUDENT-ATHLETES

Participants must conduct themselves in a manner that honors the LORD and enhances the school's reputation. As student-athletes they must:

- Accept their designated team role, as given by the coach.
- Represent LACS with class in victory and dignity in defeat.
- Understand that all LACS behavior expectations carry over to all athletics activities.
- Clean up after practices and games.
- Submit schoolwork prior to leaving school early for a contest and make up any missed in-class assignments or assessments the following school day.
- Remain with the team, both home and away, until dismissed by the coach.
- Be responsible for the care, replacement of, and return of all equipment upon the conclusion of the activity.
- Do not leave class for a practice or a game, individually or in a group, unless permission is given by the administration.

## BASIC REQUIREMENTS for STUDENT-ATHLETES

Each student-athlete must have a signed release of liability waiver on file with the athletics director before he or she is allowed to practice or play in a game. Additionally, all fees must be paid prior to participating in full practices or games.

A student suspended from school is ineligible to participate in any athletics activity during the suspension.

## ATHLETICS EQUIPMENT

Uniforms will only be assigned to student-athletes who have paid fees and submitted their liability waiver. Uniforms should be returned to the athletics director or coach for storage. Uniforms are not easily replaced; so, an additional charge may be assessed for an unreturned or damaged uniform.

### **QUITTING a SPORT**

The first two weeks of practice are considered a trial period. Anyone choosing not to continue during this period will not be penalized.

An athlete who quits or is removed by parental choice after the trial period will forfeit all athletic fees. Additionally, the athlete may not begin another school sport until the current season ends.

### **SCHOLASTIC ELIGIBILITY**

Student-athletes have additional demands placed upon them, and this necessitates a higher level of commitment to achieve academic success. Any student whose GPA is below 2.0 or who earned an F in any course at the conclusion of the previous grading period will be scholastically ineligible to participate in athletics.

Per LACS policy, suspended students will not participate in practice or games during their suspension.

### **FAN EXPECTATIONS**

LACS fans are expected to demonstrate the same high standard as our student-athletes. Please allow the officials to handle the games and allow the coach to lead the team. Be respectful and courteous to everyone, and model good sportsmanship for invited guests. Cheer for the athletes. LACS administrators may remove a spectator from an athletics facility for inappropriate or unsportsmanlike behavior.

### **TRAVEL**

The success of the Lake Arrowhead Christian School athletics program depends upon the willingness of parents to assist with transporting student-athletes to and from games. This is a tremendous undertaking by our parents.

- Parents who will transport student-athletes must have a current copy of proof of insurance and a valid driver's license on file in the LACS office.
- All travel to games and practices must be approved by the athletics director.
- Requests for dismissal times will be made to the athletics director to be sent to the LACS Staff.
- Games that require overnight accommodation must be approved by the LACS administration.
- Parents not driving to a game are expected to provide gas money to team drivers.

### **AFFILIATIONS**

LACS, classified as a private school, competes in the Northern Division of the Mountain-Valley League, which is responsible for schedule and playoffs determinations.

### **ATHLETICS OPPORTUNITIES**

Middle school (grades 6 – 8) athletes students participate in the following:

- Fall sports: volleyball (girls); cross country (boys and girls)
- Winter sports: softball (girls); baseball (boys)
- Spring sports: basketball (boys and girls)

Please note, LACS will make every effort to field a team for every sport in every season but be aware that student interest/enrollment may be low enough to prevent a particular sports team from forming.

# ATTENDANCE POLICIES

## INTRODUCTION

Regular attendance in all classes is one of the greatest contributing factors to success in school. Please keep this in mind and schedule all outside activities after the regular school hours. Although we are a private school, student attendance is governed by the rules and regulation of the California State Education Code in addition to the following information.

In case of student absence, parents/guardians are asked to contact the LACS office as soon as possible and explain the cause of the student's absence. LACS will accept phone calls and written communication, including email communication, from parents/guardians regarding a student's absence from school. When clearing a student's absence, the parent/guardian must provide the following:

1. The student's name
2. The date of the absence(s)
3. The reason for the absence

Follow-up confirmation may take place in certain situations.

## CLOSED CAMPUS and SIGN IN/SIGN OUT PROCEDURES

LACS is a closed campus, which means all students are to remain on campus the entirety of the school day. Any student who must leave campus for any reason must be signed out in the school office by a parent/guardian. Upon returning to school, the parent/guardian must return to the attendance office and sign the student in. If a student is to leave campus without a parent, the student must notify the attendance office with a written note signed by a parent/guardian that fully explains the nature and validity of the situation. Students who are not signed out will be considered truant.

When both parents/guardians are out of town for any length of time, the LACS administration requests that the parents notify the school in advance and proper authorization is given for release to any other adult.

The administration may refuse to release a student from campus if the above criteria have not been fulfilled.

## VISITOR SIGN-IN

Before entering a classroom, all visitors and parents must sign in at the office.

## EXCESSIVE ABSENTEEISM

Excessive absenteeism is detrimental to a student's academic success and will be handled by the LACS administration according to the following:

- **6<sup>th</sup> unexcused absence in a semester:** LACS administration will contact the student's parent/guardian.
- **10<sup>th</sup> unexcused absence in a semester:** A conference will take place with the student, parent/guardian, and administration. During that conference, the administration will explain that the following penalties may be assessed to the student's schoolwork in the case of any further absences during the semester:
  - Homework due on the day of the student's absence may not be accepted.

- Homework assigned on the day of the student's absence may be submitted the first day the student returns to school.
- Any test or quiz missed during an absence may not be made up and will receive a grade of 0%.
- Any project or essay due on the day of absence may be marked down by 10%. This penalty will be cumulative if the student is absent on consecutive days.

Extraordinary family situations and serious medical problems will, of course, be taken into consideration and may be sufficient grounds for delaying the implementation of, or modifying the conditions of, any attendance contract. Communication from parents is essential.

### **PLANNED and EXTENDED ABSENCE**

For planned, extended absences, prior arrangements should be made with the school. Teachers may, but are not required to, provide a student in advance with the work he or she will miss during the planned absence. Teachers will handle each planned absence at their own discretion.

### **STUDENT ATHLETES and ABSENTEEISM**

Any student who is absent will not be allowed to participate in LACS athletics on the day of the absence. This includes games and practices. Exceptions to this rule may be approved by the LACS principal or athletic director.

### **TARDINESS**

The bell schedule for grades 7 through 8 permits a five (5) minute passing period between classes. Any student who is not in his or her assigned seat when the bell rings is considered tardy.

For the first class of the day, students who are late fifteen (15) minutes or less should go directly to their assigned class for that time. Students who arrive more than twenty minutes late, however, are considered absent. Therefore, a note from a parent/guardian is needed to excuse the absence. The LACS administration understands that transportation complications can occasionally arise but requests that recurring problems be examined and satisfactorily resolved.

Students who are repeatedly tardy to class will meet with the administration. If deemed necessary, disciplinary action may be taken against the student, including but not limited to after-school detention.

### **TRUANCY**

Any student who leaves campus during the school day without permission or who misses any portion of a school day without permission is considered truant. Schoolwork missed because of truancy cannot be made up. The first incident of truancy may result in the student's suspension from school. Any repeat events of truancy will likely lead to further consequences.

# **BEHAVIOR and DISCIPLINE POLICIES**

## **INTRODUCTION**

As we seek to provide a balanced and disciplined learning environment for the students of LACS, we realize that human wisdom falls short of God's standards. We do not claim to be perfect in all our decisions, but we try our best to discipline in a way that is biblical and pleasing to God. As partners in the discipline process, it is important that the school and the home cooperatively work for the students' good. Because we teach the students to obey their parents, it is imperative that parents maintain that continuity by upholding and teaching the principles taught at school. We can instill in students proper Christian educational and moral principles only through a program that includes clear disciplinary procedures, and as students and parents, your cooperation in that program is crucial. Please be aware that the administration reserves the right to make discipline decisions on an individual basis.

Our goal should always be to follow Colossians 3:17, "And whatever you do, whether in word or deed, do it all in the name of the Lord Jesus, giving thanks to God the Father through Him." In the best interest of the entire school community, certain guidelines of conduct need to be maintained by all students of LACS, whether on or off campus, so that we might live and work happily together.

The general guidelines for student behavior are delineated below:

1. Practice courtesy, in word and deed, toward fellow students and all staff members by respecting their person, property, and ideas.
2. Respect the authority of teachers, administrators, and ancillary staff members by promptly and fully obeying their commands.
3. Maintain academic integrity.
4. Avoid the use or possession of alcoholic beverages, tobacco, narcotics, and pornography.
5. Do not bring any dangerous items or hazardous materials to school or any school event.
6. Follow the dress code as outlined in this handbook.

## **CLASSROOM DISCIPLINE (Grades K through 6)**

Teachers in these grade levels may manage classroom behavior through various but similar systems, such as tallies and behavior charts. At a pre-designated point within each chosen system, teachers will contact parents/guardians regarding student behavior incidents that are severe or repetitive. At the teacher's discretion, the LACS administration may be asked to become involved in the process of bringing about the necessary change in a student's behavior.

## **THE DEMERIT SYSTEM (Grades 7 through 8)**

This system allows the staff of LACS to hold students accountable consistently and objectively to the school's behavioral expectations. When a student violates any of the policies contained within this handbook, that student will typically receive a demerit, or discipline point. These discipline points accumulate through the course of the school year and are documented in the student's behavior record. Most violations carry a penalty of only one (1) or two (2) points, but repeated infractions and severe violations may be worthy of more demerits. Please see below for information regarding the weight of each infraction and the disciplinary measures taken as a student's discipline points accumulate.

**MINOR INFRACTIONS:** Most student misbehavior fits into this category.

**One-point Infractions**

- Being disruptive (most commonly by talking out of turn)
- Failing to follow directions or stay on task
- Failing to bring the necessary materials to class

**Two-point Infractions**

- Committing a second, identical infraction in the same class
- Showing disrespect to staff, students, or property
- Using rude or inappropriate language

**DEMERIT SYSTEM BENCHMARKS (on a per semester basis)**

- **Ten (10) demerits:** The student will be referred to the office to meet with the LACS principal or dean. The student's parents, via email, will receive notice of this meeting and a complete list of all demerits earned to date.
- **Sixteen (16) demerits:** The student will be referred to the office to meet with the LACS principal or dean. The student's parents, via a phone call, will receive notice of this meeting and a complete list of all demerits earned to date. The student will serve one after-school detention. Detention will be 45 minutes long.
- **Twenty (20) demerits:** The student will be referred to the office for a conference with the LACS administration and their parents/guardians; subsequently, the student will serve two after-school detentions. Parents or guardians will meet with administration to sign a behavior contract outlining the expectations for the student for the remainder of the school year. Benchmarks will be set and agreed upon regarding the point at which a student may be suspended from school.

**MAJOR INFRACTIONS (Grades K through 8)**

The following infractions carry significant consequences. Students guilty of such will be immediately referred to the administration. This may include instances that occur before school, after school, on campus, or off campus.

- Using profane, lewd, or racist language (oral or written)
- Plagiarizing/cheating
- Forging notes/signatures
- Vandalizing school, staff, or student property
- Possessing/distributing pornographic material
- Truancy (partial or full day)
- Stealing
- Engaging in illegal activity
- Fighting
- Engaging in bullying, intimidating, or harassing behavior (including online activity)
- Engaging in sexual misconduct
- Showing extreme insubordination/disrespect to school authorities
- Entering Calvary Chapel Lake Arrowhead facilities or common areas without administrative approval
- Lying to school authorities/obstructing any school investigation

- Using/possessing/distributing alcohol, narcotics, or tobacco products
- Brandishing/possessing a weapon or being in possession of hazardous materials

The major infractions listed above may result in detention(s) being issued, immediate suspension, or expulsion. These consequences will be applied at the discretion of the school administrators.

### **PERSONAL PROPERTY**

Students are encouraged to creatively express themselves with appropriate artistic expressions on their personal property. At all times, such expressions (drawings or writing on notebook covers, backpacks, etc.) need to reflect what is true, honorable, right, pure, lovely and of good repute. Personal property with inappropriate messages/visuals will be confiscated, and the student will be disciplined.

### **INTERPERSONAL RELATIONSHIPS**

In their interactions with others, LACS students are expected to abide by biblical standards of conduct, off campus as well as on campus. Respect and love of others should be a pervasive theme guiding all student interactions. Students should address faculty and staff courteously, in a spirit of friendliness, and in an atmosphere of cooperation. Students are reminded that the same courtesy extended to faculty and staff should be extended to fellow students. This includes all online interactions.

### **HARASSMENT**

LACS abides by the following definitions of harassment, none of which will be tolerated at LACS, including harassment that occurs off campus or via electronic means (i.e. email, texting, and social media).

- Verbal harassment—offensive comments, jokes, slurs, or derogatory remarks about an individual's appearance, speech, abilities, ethnicity, family history/background, beliefs, or social behavior
- Visual harassment—creating, displaying, or promoting offensive images or gestures
- Physical harassment—touching of any kind that causes someone to feel uncomfortable, offended, or intimidated. This may include impeding or blocking someone's movement.
- Sexual harassment—verbal, visual, or physical harassment of a sexual nature

### **RESOLUTION OF BEHAVIORAL PROBLEMS**

In accordance with our desire to aid in the spiritual growth and character development of each student, we will deal with behavioral problems on an individual basis through personal and/or family-oriented counseling. This is accomplished in stages, as necessary, beginning with the teacher's private counsel with the student, proceeding to counsel with the student, faculty, or administration. Specific disciplinary measures, if needed, will be determined at the discretion of the administration or campus pastor.

### **USE of ELECTRONIC DEVICES**

Cell phones, tablets, and laptop computers are an integral part of our daily lives; therefore, students must learn how to manage them properly in an educational setting. When used prudently, these tools can be an essential communication connection to safety, family, and friends. Since students spend six or

more hours a day together at school, cell phones are unnecessary for socializing during school hours. Therefore, cell phones are to be turned off and put away during school hours, unless their teacher grant permission. This is so that students can be truly present with their class.

### **DETENTION (Grades 5 through 8)**

Detentions may be issued for **1)** committing any major infraction (see above), **2)** accumulating demerits, or **3)** being excessively tardy to class, or **(4)** failing repeatedly to complete classroom assignments or homework.

Detention is held after school for a duration of forty-five (45) minutes. Both the student and the student's parent/guardian will be notified at least forty-eight hours in advance of the time and location of the detention period.

Any student who arrives late to the detention room will not be admitted. Any student who violates the rules of detention will be asked to leave the room and that student's detention requirement will be considered unfulfilled.

A detention must be served on the day assigned by administration. Any request to change the date of detention must be made by the student's parent/guardian.

### **SUSPENSION**

The length of a student's suspension from school is prayerfully determined by the administration on a case-by-case basis. Suspension may be as short as one day.

### **DISCIPLINARY PROBATION**

A student's behavior record may be grounds for administration to place that student on disciplinary probation for the remainder of the school year and/or for the *following* school year. If administration deems this necessary, then administration will meet with the student and his parents sometime during the summer before the school year in question. During this meeting, the terms of the probationary contract will be discussed and agreed upon by all parties.

### **EXPULSION/FORCED WITHDRAWAL**

Any student expelled or forced to withdraw may not be able to reapply for admission to Lake Arrowhead Christian School for a period of one full school year. Exceptions to this rule may be considered by the administration of LACS.

Re-admission to LACS may be contingent on any combination the following:

- Satisfactory behavior during this one-year period
- Satisfactory grades during this one-year period
- Recommendation from a youth pastor
- Recommendation from the current school administration

# DRESS CODE POLICIES

## INTRODUCTION

LACS is an academic environment; therefore, the dress code should play a role in preventing those things that might be detrimental to the learning process. LACS is also a Christian institution; therefore, the dress code should be part of establishing a school culture that demonstrates Christian charity and promotes a biblical worldview.

## GENERAL GUIDELINES

- All clothing, accessories, and hairstyles should be respectful of the learning environment and not interfere with any student's opportunity to learn.
- All clothing and accessories should be free from words, phrases, and images that contain or promote profanity, violence, racism, tobacco/alcohol/narcotics usage, sexual imagery or innuendo, or anything else that might otherwise run contrary to the philosophy and vision of LACS.
- All clothing and accessories should be free from images of weapons (e.g. firearms, knives, swords, etc.)
- All clothing and accessories should be free from sharp edges and points (i.e., spikes, studs, safety pins, etc.) or any other item that might be a safety hazard.
- Except for special pajama days, clothing that qualifies solely as sleepwear is not permissible. Flannel pants and sweatpants are allowed.

## SPECIFIC GUIDELINES

- Accessories
  - Hoods are not to be worn in the classroom or chapel
  - Sunglasses are not to be worn in the classroom or chapel (unless medical reasons dictate otherwise)
- Shirts/tops/blouses
  - Shirts, tops, and blouses should cover the student's undergarments, midriff, and cleavage
- Pants/shorts/dresses/skirts
  - Pants, shorts, dresses, and skirts should completely cover the student's undergarments
  - Shorts should have an inseam of at least 4"
  - Skirts and dresses should reach 5" past the end of the student's fingertips
- Footwear
  - Footwear should be appropriate for the conditions on the LACS unique mountain campus
  - Flip-flops and sandals are worn at the student's own risk
- Jewelry
  - Pierced ears are permissible
  - Nose piercings are permissible

All the guidelines above apply to off-campus school events as well. The administration reserves the right to render a final decision on any areas of disagreement on the dress code.

# GENERAL INFORMATION and POLICIES

## SHARED FACILITIES

As of July 2026, Lake Arrowhead Christian School shares space and facilities with Calvary Chapel Lake Arrowhead (CCLA). LACS families and students are expected to respect the daily operations of the church by adhering to the policies and procedures that allow LACS and CCLA to operate effectively while in such close proximity to one another.

LACS students should never enter any building or outdoor area designated as part of CCLA unless permission to do so has been granted by the LACS administration. Any student who violates this policy is guilty of a major infraction and will be disciplined accordingly.

We request that all members of our school help us maintain the cleanliness, beauty, and safety of our campus. Students must have administrative approval before hanging signs, banners, pictures, posters, or other objects on school property.

## HOURS of OPERATION

On days when school is in session, the LACS office is open from 7:45 am to 3:30 pm, Monday through Friday. During June and August, the LACS office is open from 9 am to 1 pm, Monday through Thursday. The school office is closed during July, but calls will be returned in a timely fashion.

## SNOW DAY PROCEDURES and POLICIES

In all normal circumstances, LACS administration will suspend school and call a snow day whenever Rim of the World Unified School District does so. If on any other day, however, the administration deems that the LACS campus and/or roads are unsafe, we will call a snow day as needed. When a snow day is called, parents will be notified via a text message via the FACTS parent alert system. We ask that parents/guardians check their cell phones before heading off to school on a snowy or icy day. If road conditions are unsafe at your home, please do not feel compelled to drive your child to school until those conditions improve.

Canceling school for any other reason, such as forest fires, power outages or epidemics, will be determined by the LACS administration and communicated by the FACTS parent alert system.

School days lost to inclement weather will be handled as follows:

- Days 1 through 7 will be traditional snow days, meaning there will be no school and no learning expected to be completed at home. These days will **not** be added to the school calendar.
- Days 8 and beyond will be designated as distance-learning days, meaning some schoolwork will be completed at home and, in some cases, teachers will make themselves available to assist students with their learning via online video conferencing.

## **TUITION ACCOUNTS**

All accounts are to be paid in a timely manner. LACS will communicate with you regarding late tuition and incidental expenses when accounts become thirty (30) days past due. An additional notice will be sent electronically when accounts are forty-five (45) days past due. Be advised that children of families whose accounts have become sixty (60) days late will be asked to sit out of school until their account is made current.

## **EMERGENCY AND HEALTH PROCEDURES**

To provide a healthy environment for all our students and staff, we ask that your child be without vomiting, fever, or diarrhea for twenty-four hours before bringing him/her to school.

If a student is injured on campus, the student should report the injury to a teacher or yard supervisor immediately. Office staff will administer care and/or call parents as needed.

If a student becomes ill during school hours, the student should request permission from his/her teacher to go to the school office. Office staff will administer care and/or call parents as needed. Please be sure to keep emergency contact information up to date because sick children may only be picked up by those listed as emergency contacts by parents.

All medications are to be labeled and taken to the school office immediately to be administered under the supervision of office staff or the teacher. Students cannot medicate themselves.

## **COMMUNICATION WITH TEACHERS**

We believe that open communication between parents and teachers is a vital component to the success of each student. Therefore, we encourage and welcome dialogue between parents and staff members. Please observe the following guidelines when attempting to contact any of your child's teachers:

- **Phone calls:** To prevent interruptions to the learning process, phone calls from parents will not be forwarded to teachers during school hours. The LACS office staff will take messages and contact information from parents/guardians and forward it to the teachers who will then return the phone call at their earliest convenience.
- **Email:** Each teacher has a unique email address that can be found in the staff directory at the school website ([www.lakearrowheadchristianschool.com](http://www.lakearrowheadchristianschool.com)). Teachers are expected to read and respond to all emails within twenty-four hours during the school week.
- **In person:** Arrangements can be made to meet with a teacher before school, after school, or during that teacher's prep period, as mutual schedules allow.

## **COMMUNICATION WITH YOUR CHILD DURING SCHOOL HOURS**

If parents/guardians wish to communicate with their child during the school day, then the LACS administration requests that the following guidelines be observed:

- **Phone calls to the school:** Phone calls will not be sent through to your child's classroom. The LACS office staff will take a message from the parent/guardian and then deliver that message in written form to the student.
- **Communication via the child's cell phone:** Students are not permitted to use their phones during class. Therefore, please be respectful of the learning environment and refrain from

sending and receiving text messages to and from your student during class time. Students, with permission from a staff member, may use their phones during break or lunch to call parents and respond to text messages.

- **In-person:** Please visit the LACS office and a staff member will then locate your child and call him out of class.

### **EMERGENCY REUNIFICATION WITH STUDENTS**

In case of a school emergency or natural disaster, it is our primary concern that students remain safe and that an orderly dismissal and release of our students will take place. School staff will remain on duty until all children have been safely checked out by a parent, guardian, or emergency contact. Staff will release children only to those designated adults. Therefore, ensuring that LACS has current information on your child and family is imperative.

- If the school is in a state of emergency, please do not attempt to enter the campus. Follow the instructions of the law enforcement and/or public safety personnel, as they will maintain control of the school's perimeter for everyone's protection.
- After receiving your child, please leave the area immediately.

Please be patient and respectful to our staff. It is their primary concern that students remain safe and calm while an orderly release of all students takes place.

### **IMMUNIZATIONS**

LACS adheres to all student immunization requirements established by the State of California.