



**2024-2025 COUNTRYSIDE CHRISTIAN SCHOOL**  
**PARENT-STUDENT HANDBOOK**

**INTRODUCTION**

The purpose of this handbook is to present, in a convenient form for easy reference, official board policies that apply to the parents and students at Countryside Christian School. This handbook is not meant to be an exhaustive list, nor does it encourage a mindless detached school environment. Both parents and students are encouraged to take the initiative to be involved in the education process.

**PURPOSE AND LEADERSHIP**

**Operation and Authority**

Countryside Christian School is a ministry of the Countryside Christian Church of Cambridge, MD and is committed to the academic training of children as well as spreading the gospel. The school is under the direction of the school board, which is made up of the elders and evangelist of Countryside Christian Church and the school Administrator who oversees the daily operations of the school.

**Statement of Faith**

Countryside Christian school affirms and teaches:

- The Holy Bible is the inspired, infallible, authoritative word of God.
- There is one God, eternally existent in three persons: Father, Son, and Holy Spirit.
- The deity of Jesus Christ, the virgin birth, His sinless life, miracles, and His death, burial, and resurrection.
- Jesus' eventual return to gather up the saints.
- The ministry of the Holy Spirit who dwells in those who are obedient to God's word and are baptized into Jesus' death, burial, and resurrection.

**Statement of Purpose**

Countryside Christian School's purpose is to provide students with a traditional Bible-based education in an academic environment that is challenging, yet attainable for all.

**Disclaimer**

Countryside Christian School does not discriminate based on race, color, religion, origin, or ancestry.

## **Educational Objectives**

- Instill in students a love for God the Father and His Son Jesus Christ.
- Encourage clear logical thinking within a Christian worldview.
- Give each student general and specific knowledge, skills, and understanding needed to prepare them for their next level of higher education, as well as practical work-related skills.
- Assist each student in discovering his or her potential for self-expression and worth in the arts, sciences, and physical education activities.
- Provide through the faculty and staff a high standard of academic, spiritual, and moral instruction.
- Provide opportunities for students to develop personal responsibility, critical thinking, and leadership ability.
- Equip students to apply biblical principles to their personal lives in response to civic duty.
- Help students from varied cultural and ethnic backgrounds understand each other better and how to study, work, and live together harmoniously.

## **Curriculum**

Countryside Christian School uses curriculum with a Christian worldview for our program of instruction. The material is regularly evaluated to ensure the material challenges the students enrolled. The school also seeks a curriculum that not only prepares students for the future academically, but also helps them incorporate real-world applications into their training that will reassure their Christian beliefs in a constantly changing world. Currently, the ABEKA Curriculum is used throughout the school. Supplemental materials are used with administrative approval to enhance the curriculum.

## **ENROLLMENT POLICY**

### **New Students**

- Applications may be made in person or online at [countrysidechristianeagles@gmail.com](mailto:countrysidechristianeagles@gmail.com)
- Before any student is enrolled, parents must sign a statement of cooperation. Students in grades five and higher must also sign the statement of cooperation.
- *Registration:* Upon acceptance, parents must provide information necessary for the registration of the child. To finalize enrollment, a non-refundable registration fee will be collected to verify commitment to the following school year. The registration fee covers processing costs for enrolling the student and record maintenance. All students are accepted on a 30-day probationary period.

### **Health Information**

- *Immunization records:* A complete immunization record must be on file for each student enrolled at Countryside Christian School to meet state health department requirements. The health department requires that the day, month, and year must be included for each immunization. Note: a titer, in place of the required doses of either Measles or Rubella vaccine, is acceptable. In contrast, a titer in place of the required doses of Diphtheria, Pertussis, Tetanus, or Polio is **NOT** acceptable for compliance.

- **Failure to have proper and updated records may result in the suspension of your child until the proper medical records are obtained.**
- Parents must notify the school of any pertinent medical information regarding their child and their ability to function in school.
- IEPs will be reviewed and the school has the right to refuse the student if the school does not feel adequately trained to best meet the educational needs of a child.
- *Emergency Information:* Parents must provide instructions on whom to contact if the student becomes ill or injured during school. At a minimum, means of contacting the parent and/or other care provider must be on file.
- *Students Records:* Records are confidential and open to review only by the administrator, the student's parents or guardians, and other staff as authorized by the administration.

## **FINANCIAL POLICY**

### **Not-For-Profit**

- Countryside Christian School is a not-for-profit organization and, as such, is tax exempt.
- Any donations made to Countryside Christian School are tax deductible.
- We are privately funded through the fees, tuition, fundraising efforts, individual contributions, and assistance from Countryside Christian Church.
- To keep tuition costs low, provide updated equipment in the classroom, lower field trip costs, and purchase playground and sports equipment, the school will engage in various fund-raising activities throughout the year.

### **Tuition**

Tuition rates are available by calling the school office at (410)-228 0574.

- *Payment Options: (All payment options can be made through cash or check and may be paid directly through the Pro-Care app fees may apply.)*
  - ✓ Payment options are spelled out in the registration forms. Those individuals assuming financial responsibility will be asked to select the option best suited to their needs.
  - ✓ A \$30.00 fee will be assessed to any returned payments.
- Withdrawal requests must be processed through the school office.
- If the school owes the student's parents, the school will refund the parents before the end of the current school year.
- There will be a withdrawal processing charge (not to exceed one-month's tuition charge) to cover the student's withdrawal process.

### **Deposits**

Any deposits, which include the enrollment fee, deposits for field trips, and deposits for other Countryside Christian School activities are used to make reservations and hold places at the school and outside venues and are considered non-refundable.

### **Loss Disclaimer**

Countryside Christian School cannot and does not assume any portion of responsibility for the loss or damage of students' personal property.

### **Donations**

Countryside Christian School is a not-for-profit organization and, as such, all donations (whether items or monetary donations) are tax-deductible. All such donations of items become the property of Countryside Christian School and will be supervised as such. The school has the right to decline any items that are determined to be impractical or that create a liability for the school.

## **UNIFORMS AND DRESS CODE**

- The purpose of our dress code policy is to help promote school spirit and unity, prevent socio-economic discrimination, and create a learning environment free of unnecessary distractions.
- The Administration and School Board will be the final authority on any issue concerning the dress code.
- A daily uniform will be required for each student.
- Students must tuck in shirttails.
- Pre-K-Kindergarten may elect to not wear a belt.
- Jumpers and skirts must be hemmed at mid- knee or below.
- All students must wear socks.
- Make-up and jewelry should be conservative and worn in good taste.
- No rubber band style bracelets are permitted in school.
- Athletic shorts must be worn under skirts or jumpers during physical activities.
- Leggings and tights in red, white, and navy are allowed under skirts, skorts, jumpers, and dresses.
- Girls are not allowed visible piercings except for the ears.
- Boys are not allowed visible piercings of any kind.
- Visible tattoos are not permitted.

*A Uniform list will be provided and will be the standard.*

\*Note: Although a variety of styles are acceptable for dresses and skirts, the length must be to the school's requirement, which is mid-knee or below. When purchasing items, please keep receipts and check with the school administration.

Only appropriate sweaters and jackets will be permitted to be worn in the classroom. **Hooded sweatshirts or jackets of any kind are not permitted.** Students in all grades are expected to tuck in their shirts into their skirts or pants.

The dress code will be enforced. Students will be given a written warning concerning dress code violations. After two written warnings concerning the same violation, parents will be

notified with a text message or a phone call. *\*Students who have repeated dress code violations will have their Friday casual day privilege revoked.*

**Uniforms unlimited in Salisbury will place the school logo on items that you purchase for a fee. Please check with them for the exact cost. They will also do shirts. This is totally optional. They will make jackets and shirts.**

**You may purchase jackets directly from Uniforms Unlimited. Again, check with them for exact sizes and prices. The jacket will be a full zip up not a pullover and not hoodies since they are not permitted in the school.**

**The address of Uniforms Unlimited is 118 South Boulevard, Salisbury, MD 21804 and their phone # is 410-546-2303.**

- Shoes must always be worn.
- Athletic shoes may be worn for daily wear. They must be solid colors of white, black, brown, or blue. We understand that it may be difficult to find solid color shoes. We ask to be as conservative as possible. Contrasting accent is permitted. Patterns are not permitted. Shoes must be properly tied. Laces must be a solid color which matches the shoes and each other.
- Crocs, Heelies, shoes that light up, and any shoes in colors are not permitted.

### **Hairstyle and Coloring Guidelines**

- Hairstyles are to be conservative.
- While we can't anticipate every situation, the following are not approved hairstyles:
  - Mohawks
  - Oversized Afros
  - Spikes
  - Dreads
- Hair coloring using unnatural hair shades is not permitted. Color streaks are also not permitted. Natural highlights are permitted. (Temporary coloring for events such as crazy hair day during Spirit week is an exception)
- Boys' hair is to be neatly cut and groomed so it will not cover any part of the ear, eyebrow, or shirt collar.
- Boys may not pin, braid, or hold up their hair with a ponytail holder. Boys who choose to trim their hair slightly to conform to the code will be expected to have it trimmed as often as necessary to stay within the guidelines.
- Although there is no hair length requirement for girls, in keeping with the requirement for boys, girls' hair must be combed neatly so that it is out of their eyes. Bangs must be trimmed appropriately or held back with a clip, headband, pony-tail holder, or barrette.

### **Cold Weather Expectations**

Students may wear their sweaters, jackets, and cardigans in the classroom (school approved). Outdoor jackets are not permitted in the classroom.

### **Casual Day Dress Guidelines**

We have certain casual days on the school calendar when the student does not need to wear his/her uniform. In addition, every Friday is a casual Friday and order out day. Students are permitted to wear jeans provided they wear any Countryside T-shirt.

- Modesty must prevail in casual or dress up clothing.
- Skintight pants, shorts, inappropriate logo shirts, flip-flops, crocs, and sandals are not permitted.
- Blue jeans are allowed but they cannot be skintight nor have holes and/or rips in the material.
- Hoodies are never permitted.

### **Dress Code Violation Policy**

- The first violation will result in the teacher sending home a “Dress Code Violation” form stating the infraction and requesting that the infraction be fixed.
- Violation of the hairstyle will be given through the weekend to correct.
- Further violations of the same infraction may result in a conference between the parents and administrator.
- Blatant disregard for the rules could possibly lead to suspension or expulsion.

## **ACADEMIC LIFE**

### **Attendance**

In order for Countryside Christian Academy to provide quality educational instruction, parents must ensure that each student is present every day possible.

- Students are expected to be present and on time for all classes. School starts promptly at 8:30am and ends at 3:30 pm
- Absences will be excused for:
  - ✓ Personal illness
  - ✓ Family death
  - ✓ Emergency
  - ✓ Doctor/Dentist appts.
  - ✓ Special circumstances in which prior arrangements have been made.
- As a courtesy, we ask parents to notify the office of a student’s absence before 10:00 a.m. the day they are absent.
- Parents are to send a signed note to the homeroom teacher on the day of return, stating the cause of the absence. If a student visits a doctor or dentist office, please send a note from the doctor or dentist. The teacher will initial the note and file it in the student’s records.
- Students have one class day for each day of excused absence to complete all missed assignments (homework, quizzes, and tests). Assignments that are not completed in the allotted time will receive a zero (0) grade.
- It is the student’s responsibility to ask for makeup work.
- Unexcused absences result in a zero on the assigned classwork.

- Three unexcused tardies is the equivalent of an unexcused absence. It will result in the loss of one point on the nine-week grade average at the end of the marking period.

### **Weather Delay**

If *Dorchester County Public Schools* announce a weather delay, we will be open at the normal times (including before school care). However, we leave final decisions as to whether and when to arrive up to you as the parent. Students choosing to arrive late will be given an excuse.

### **Weather Cancellation**

- If *Dorchester County Public Schools* announce a weather-related **cancellation** prior to the beginning of the school day, Countryside will also be closed.
- If a weather-related cancellation or weather-related early closing of *Dorchester County Public Schools* is announced, you will need to pick up your child as soon as possible.
- We will send group alerts through the Pro-Care app if there is a cancellation.

### **Disaster Preparedness Drills**

Although it is our prayer that we never have to use the lessons we learn from disaster preparedness, we conduct drills, through the course of the year, to help everyone know what to do in the case of an emergency. We conduct drills for fire, tornadoes, earthquakes, and lockdowns.

## **STANDARDS OF CONDUCT**

### **General Expectations**

Students at Countryside Christian School are to act in an orderly and respectful manner, always maintaining Christian standards of courtesy, kindness, language, morality, and honesty - not only at school but outside as well. Therefore, students are to refrain from cheating, stealing, lying, smoking, swearing, gambling, immoral conduct, consuming alcoholic beverages, using illicit drugs, possessing, and bringing any type of weapon to school, visiting establishments of ill repute, visiting websites not becoming of a Christian (including inappropriate postings on social networking sites), showing disrespect to school authorities, and the commission of criminal offenses. Students who participate in such activities will be subject to suspension or expulsion. Students must agree to strive toward unquestionable character in dress, conduct, attitude, and manners.

### **Rules for Classroom Conduct**

It is our goal to maintain an atmosphere that provides an opportunity for a student to do his or her best. Therefore, the following are expectations for the student (individual teachers may have additional expectations that they will explain to the students and parents):

- Always be in your seats unless permitted by the teacher.
- Have paper, pencil, or books needed for each class.
- Raise your hand for permission to speak unless blanket permission has been given.

- Get permission from the teacher before leaving the classroom. (Student must have permission from school office to leave school premises early and the parent will be notified)
- Always sit with proper posture. This includes having your feet flat on the floor, facing forward, and sitting straight.
- Do not attend personal grooming, i.e., combing hair, cutting fingernails, etc., in public.
- During assemblies and chapel, students are to be quiet, attentive, and respectful.
- Students are not allowed to chew gum at any time while on school property.
- Students are expected to be silent during the administration of tests and quizzes. Not doing so will be considered cheating resulting in a zero.

### **Prohibited Items**

The following is not an exhaustive list of prohibited items. If you have any questions regarding what is prohibited, please contact the school.

- Firearms, explosives, or knives
- Illicit drugs or drug paraphernalia
- Alcoholic beverages
- Tobacco products, matches, vape pen or cartridges, cigarette lighters
- Toys, electronics, and cell phones.
- For students in the three- and four-year-old program, a blanket or special toy for naptime is permissible.
- For students in fourth grade and higher, a cell phone may be permissible upon special request to the administrator. Restrictions will apply.

### **Bullying**

Our goal is to provide a safe environment for all students to learn and grow. Therefore, any form of bullying is prohibited at Countryside and will result in disciplinary action.

A bully is defined as someone who is habitually mean or cruel to another person. Bullying can be mental, physical, or verbal in nature and includes (but is not limited to) name calling, unwanted physical contact (such as pushing, shoving, fighting, etc.), threats of any type against another, and any type of racial slur. The mention of any type of weapons in school is prohibited as it could be considered threatening and a form of bullying.

## **DISCIPLINE**

### **General Policy**

The school's discipline policy is to allow the classroom teacher to communicate with the parents about the daily behavior of their child. The goal of the classroom policy is to encourage a godly standard and set the standard for consistent and fair consequences for misbehaving. The object is to produce a child who will take responsibility for their actions and then develop an intrinsic motivation for doing what is right. Other disciplinary actions beyond the normal scope of the classroom teacher will be at the discretion of the school administrator as necessary.



## **VISITORS**

Our school is a lock-down facility. After 8:30 a.m., visitors will need to identify themselves at the school entrance by using the call button. For the security of everyone, all visitors must then report to the school office and state their business, sign in and receive a visitor's badge to be worn while in the school.

## **EVALUATIONS (STANDARDS AND GRADING)**

- *Homework:* Teachers may assign homework and will evaluate each student's work for promptness, completeness, and accuracy. Students may not receive credit for work not completed when due.
- *Examination:* Students will receive periodic testing in each subject to ensure long-term proficiency. Students will need to review for tests. However, students should not need to "cram" for tests if they have kept up on their daily work.

## **Parent Teacher Conference**

We recognize the need for the home and the school to work together to achieve our goal of spiritual, academic, and social growth of the child. If it is deemed necessary by the parent(s) or teacher, conferences may be scheduled at any time during the school year.

## **Report Cards**

Report cards are issued approximately one week after the end of each nine-week grading period.

## **Grading Scale**

### **Academic Achievement**

90-100	A	Excellent	Above Average
80-89	B	Good	High Average
70-79	C	Fair	Average
60-79	D	Poor	Below Average
0-59	F	Failure	Needs immediate improvement

## **Academic and Character Awards**

- Students qualify for the "A" Honor Roll who have academic grades of "A" in all subjects.
- Students qualify for the "A-B" Honor Roll who have academic grades of "A" in at least one subject and no grade lower than a "B" in the other academic subjects.
- Students qualify for the "Christian Character Award" by earning all high marks in their conduct grade and exhibit Christ like behavior as judged by the teacher.
- Since the Jr.-K and Sr.-K do not issue letter grades, they have their own set of awards.

## **PLEDGES**

### **Pledge 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.*

**Pledge to the Christian Flag**

*I pledge allegiance to the Christian flag and to the Savior for whose Kingdom it stands; one brotherhood, uniting all Christians in service and in love.*

**Pledge to the Bible**

*I pledge allegiance to the Bible, God's Holy Word; a lamp unto my feet and a light unto my path; its words will I hide in my heart that I might not sin against God.*

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