



2026-2027

PARENT/STUDENT HANDBOOK

(Revised & Board Approved June 2026-Changes Highlighted in Yellow)

Our Vision:

Students equipped for this world and the next.

Our Mission:

Wichita Christian School provides a quality education in a Christian environment that inspires hearts, minds, and souls for successful living.

Wichita Christian School does not discriminate on the basis of race, gender, creed, or religious preference

2026-2027 Administration

DISTRICT

Courtney Cummings, Head of Schools/Superintendent

Julie Barger, Business Manager

Kimberly Harris Admissions Director

Danielle Coppola, Director of Development & Marketing

Stephanie Lammers, Assistant Development & Social Media Director

Clint Bennett, IT Director

Marla Lee, Administrative Assistant

K-12 CAMPUS

Scott Boswell, Campus Principal

Donna Burch, Assistant Principal

Laura Bristo, Academic Advisor

Seth Nolan, Athletic Director

Rosie Osborn, Administrative Assistant & Academic Records Clerk

Clay Miller, Grounds & Maintenance/Transportation Director

PRESCHOOL CAMPUS

Laura Whetzel, Preschool Director

Holly Brumbelow, Assistant Preschool Director

Allie Richardson, Administrative Assistant

2026-2027 WCS Board Members

Kelly Fristoe, President

Karen Pipes, Vice President

Jessica Vasquez, Secretary

Sarah Landes, Treasurer

Samantha Hopson

JD Martin

Bonnie McCabe

Karen Pipes

Berklee Scott

Stephen Wolf

Introduction:

- This handbook has been adopted by the Wichita Christian School (WCS) Board of Directors and constitutes official Board policy. The Board reserves the right to make changes as needed during the school year, and parents/guardians will be promptly notified of any updates.
- WCS is governed by a Board of Directors that establishes school policy. The Head of Schools oversees school operations and delegates responsibilities to campus administrators, who manage academic programs, student activities, and discipline. Parents with questions or concerns should follow the established “Steps for Problem Resolution.”
- This handbook is designed to provide an overview of WCS policies and expectations. It serves to help students and parents understand the standards the school upholds. The faculty and staff are committed to Christian education and to helping each student reach their full potential

Our Vision:

The vision of Wichita Christian School: Equipping students for this world and the next by:

- Educating and developing in students the commitment to lead productive, faithful lives of service to God, family, church, community, and country.
- Equipping students to excel in higher education, in the workplace, in family life, and in Christian ministry.
- Encouraging students to grow intellectually, physically, spiritually, and socially, just as Jesus did (Luke 2:52).

Affirmation of Faith:

Who is God

- God is the Creator and Sustainer of the universe (Genesis 1). He exists as one God in three distinct persons: God the Father (1 Corinthians 8:5–6), God the Son (John 1:14; John 10:30; Matthew 16:16), and God the Holy Spirit (John 14:16–17; 2 Corinthians 3:17).

Who is God the Father

- God is our Heavenly Father (Matthew 23:9), the perfect expression of love (1 John 4:7–12). **In His love, He sent His Son, Jesus Christ, to save the world (John 3:16).**

Who is Jesus Christ

- Jesus Christ, the Son of God, is the only way to salvation and eternal life (John 14:6). He was born of a virgin (Luke 1:31–35) and lived a sinless life as the perfect human (2 Corinthians 5:21). Jesus is fully God and fully man (Colossians 2:9). He died on the cross for our sins, was buried, rose again, and will return (Philippians 2:6–11; Acts 10:39–43).

Who is the Holy Spirit

- The Holy Spirit is God’s presence dwelling in believers. He is our Counselor and Advocate who remains active in the world today (John 14:16–17). The Holy Spirit guides believers away from sin and toward righteous living, producing spiritual fruit in their lives (Galatians 5:16–25).

The Importance of the Bible

- The Bible is the Word of God and the only true source of Scripture (1 Corinthians 2:13). It was written by human authors under the inspiration of the Holy Spirit (2 Peter 1:20–21; 2 Peter 3:15–16). Believers are called not only to know God’s Word but also to obey it (James 1:22–25).

The Importance of the Church

- The Church is the body and bride of Christ (Ephesians 5:25–30). Christians are called to actively participate in the life of the Church (Hebrews 10:24–25). The mission of the Church is to share the message of Jesus Christ, make disciples, and baptize believers throughout the world (Matthew 28:19–20).

The Importance of the Family

- The family is God’s design for nurturing faith and teaching children their identity and purpose (Deuteronomy 6:4–9; Ephesians 6:4). Parents are called to lead and guide their children in the ways of the Lord.

Sex, Marriage, and Gender

- God designed sexual intimacy as a blessing to be experienced within the covenant of marriage (Proverbs 6:27–29; Hebrews 13:4). Marriage is defined by God as a lifelong covenant between one man and one woman (Genesis 2:24; Matthew 19:4–6; Romans 1:24–26).
- God intentionally creates each person as male or female (Genesis 1:27; Psalm 139:13). A person’s gender is established by God and corresponds with their biological sex from birth (Genesis 5:1–2; Matthew 19:4).

Statement of Educational Philosophy:

- Wichita Christian School (WCS) affirms that parents are the primary educators of their children, entrusted by God with the responsibility of training them in truth and righteousness (Deuteronomy 6:6–7; Proverbs 22:6; Ephesians 6:4). Therefore, WCS seeks to support and partner with families as they choose and provide Christ-centered education and training for their children.
- WCS believes that the church plays an essential role in assisting families as they disciple their children to become committed and steadfast followers of Christ—developing moral strength, courage, character, and responsibility (Hebrews 10:24–25; Matthew 28:19–20; 1 Corinthians 16:13–14).
- WCS holds that the purpose of Christian education is to work in unity with both family and church to nurture the intellectual, physical, spiritual, and social development of each student (Luke 2:52; Colossians 1:28).
- WCS is committed to biblical immersion, intentionally surrounding students with God’s Word in every aspect of learning and daily life. Scripture is not only taught but continuously woven throughout all subjects and experiences, shaping understanding, guiding truth, and cultivating wisdom rooted in Christ (2 Timothy 3:16–17; Psalm 119:105; Proverbs 1:7).
- WCS endeavors to equip its students with a strong Christian faith and worldview, enabling them to resist sin and reflect God’s love to a lost world (Romans 12:2; Ephesians 6:10–13; Matthew 5:14–16).
- WCS seeks to prepare students for lives of Christian leadership and service by providing

an environment that fosters both academic excellence and spiritual growth (1 Timothy 4:12; Colossians 3:23–24; Micah 6:8).

Statement of Principles:

- Wichita Christian School (WCS) may admit students from a variety of religious and personal backgrounds. While enrollment is open, it is the intent of the Board of Directors, administration, and faculty to cultivate an environment that reflects Christ-centered values, where exemplary Christian conduct and strong academic excellence are upheld (Colossians 3:23–24; 1 Corinthians 10:31).
- WCS seeks to foster an atmosphere characterized by love, respect, integrity, and self-discipline, consistent with biblical principles (Galatians 5:22–23; Philippians 1:27). Students are both encouraged and expected to demonstrate attitudes and behaviors that contribute to this Christ-honoring environment, promoting unity, encouragement, and mutual growth (Hebrews 10:24–25; Ephesians 4:1–3).
- Through these expectations, WCS aims to support the development of students who not only excel academically but also grow in character and reflect the love of Christ in their daily lives (Matthew 5:16)

Our Pledge to WCS Families:

- WCS supplies a curriculum that will enable the student to develop academically, spiritually, physically, socially, emotionally, and culturally. In each subject or course Bible integration is paramount. In addition to our curriculum, a Christian environment is created to allow God's Word to dwell in our students (Colossians 3:17). Students must strive to help us maintain this environment so our school will be recognized as a godly Christian school.
- WCS maintains a discipline policy that is biblical, firm, and loving (Proverbs 22:6). The goal of WCS is to aid parents in producing committed, steadfast Christians with moral strength, courage and character and whose personal goals are to glorify God.
- Christian education is the goal of Wichita Christian School. We believe in educating the child to know God as our Creator, Protector, Provider and Friend. Every teacher is a committed Christian; thus, every subject is taught from a Christian worldview. A large majority of the students are Christians, and Bible classes are offered at all grade levels. Chapel programs and devotional periods within the classrooms are an integral part of the program with special emphasis placed on training for service.

Accreditation and Organizations:

Wichita Christian School is accredited by **Cognia** (Southern Association of Colleges and Schools, or SACS), and the **National Christian School Association (NCSA)**, **Texas Private School Association (TPSA)**, and the **Texas Association of Private and Parochial Schools (TAPPS)**.

Parents for Christian Education (PCE)

WCS parents have organized PCE to work for the mutual interest of the students and school. Parent involvement is encouraged at WCS, and PCE encourages all families to support WCS through PCE membership.

Booster Club

The Wichita Christian School Booster Club supports and enhances the school's athletic and fine arts programs by promoting school spirit, encouraging student participation, and providing resources through fundraising and volunteer efforts. Made up of dedicated parents and community members, the Booster Club assists with equipment, facilities, events, and special projects while fostering unity among students, families, coaches, and staff. Its mission is to enrich the student experience and support excellence in athletics and the arts in a way that honors Christ.

Partnership Between School and Home:

Wichita Christian School views education as a partnership between the school and the home. By enrolling at WCS, both students and parents/guardians acknowledge that they have read, understood, and agree to support the policies and expectations outlined in this handbook for the duration of the student's enrollment.

Parents play a vital role in reinforcing Christian values, responsibility, and conduct. This partnership includes recognizing the school as an extension of the home during the school day and actively supporting the student's academic, spiritual, and personal growth. Parents are expected to:

- Teach respect for authority, the law, the rights of others, and property
- Hold their child to high standards of behavior both on and off campus
- Maintain active involvement in their child's academic progress and development
- Ensure regular attendance and follow school procedures
- Support school recommendations made in the best interest of the student
- Cooperate with and uphold the school's disciplinary policies

Wichita Christian School commits to the following responsibilities in its partnership with families:

- Provide a safe, structured, and Christ-centered learning environment
- Deliver quality academic instruction that challenges and equips students
- Integrate biblical truth and Christian worldview throughout all areas of learning
- Support the spiritual, intellectual, physical, and social growth of each student
- Communicate clearly and regularly with parents regarding student progress and school matters
- Enforce school policies and disciplinary standards in a fair and consistent manner
- Offer guidance and support to help students reach their full potential
- Partner with parents in making decisions that serve the best interest of the student
- Maintain qualified faculty and staff who model Christian character and professionalism

This shared commitment helps ensure a strong and effective partnership between school and home.

Change of Residence/Employment/Custody:

Parents are required to notify the school promptly of any changes in addresses, phone numbers (home and work) or custodial arrangements that might occur during the year.

In cases where parents are divorced, WCS will provide school records upon request to both parents UNLESS supplied with a copy of court order/divorce decree that prohibits this. It is the parents' responsibility to provide the school with updates of any court orders. Only the custodial parent will be allowed to check a child out of school unless WCS is otherwise notified in writing by the courts or by the custodial parent.

Academics:**Grading Scale**

90-100	A
80-89	B
70-79	C
69 & below	F

***Elementary -Science, social studies and bible for grades 1-2 will be graded accordingly:**

E= excellent

S= satisfactory

N= needs improvement

Semester Grades Less than 70:

A student at any grade level enrolled in a high school course will earn credit for the course only if the final grade is 70 or above. For a two-part (two-semester, 1-credit course), the student's grades from both halves (semesters) will be averaged and credit will be awarded if the combined average is 70 or above. If the student's combined average is less than 70, the student will be awarded credit only for the half (semester) with the passing grade

Final Exam Exemption Policy:

Wichita Christian School teachers *may* offer exemptions from FINAL exams for High School Students based on the following criteria:

- The student must have an average of 90 or above in the course.
- The student must not have more than three (3) absences (EXCUSED or UNEXCUSED) in a class to earn an exemption for that class exam during the semester.

Mid-term and final exams account for 15% of the student's grade.

Guidance & College Planning:

Wichita Christian School will provide your student with academic counseling to prepare them for college planning. As a partner in their education and academic success you can begin preparing them by:

- Start a dialogue with your student about the future

- Help your student understand the value of higher education and/or professional training in today's economy
- Discuss the characteristics of careers your student may be interested in pursuing
- Keep a record of your student's involvement in sports, music, church, civic activities, scouting, and other experiences throughout high school
- Begin using summers, starting freshman year, for academic or volunteer opportunities
- During the sophomore year, ensure your student takes the PSAT, ACT, and/or SAT
- In the fall of senior year, complete and submit all college applications before spring semester (including FAFSA beginning October 1)
- During senior year, complete applications for grants, loans, and scholarships

Dual Credit Enrollment Policy:

Wichita Christian School offers dual credit through **Vernon College, Midwestern State University, and Oklahoma Christian University**, allowing students to earn both high school and college credit.

Eligibility is limited to juniors and seniors, beginning the summer after successful completion of the sophomore year. Students must pass the English and Mathematics portions of the TSI and meet all requirements of the partnering institution. Special allowances may be considered at the discretion of the Academic Advisor.

Dual credit courses count as honors credit on the WCS transcript. Students are expected to maintain academic performance and conduct consistent with both WCS and the college or university.

While WCS provides guidance, the responsibility rests with the student and parent/guardian to complete all applications, meet deadlines, ensure eligibility, and select courses that align with graduation requirements. Participation is a privilege and depends on satisfactory academic progress.

Academic Honors for Seniors:

Students being considered for **Valedictorian** or **Salutatorian** upon graduation must have attended WCS their entire Junior and Senior years. A student graduating from WCS must attend a state approved, accredited high school for four (4) years to be eligible for valedictorian or salutatorian. Home school high school credits will not qualify a student for valedictorian or salutatorian consideration. Calculations for Valedictorian/Salutatorian honors will be completed at the end of the 3rd grading period.

Valedictorian – student with highest final GPA calculated to the nearest 0.01 point.

Salutatorian – student with 2nd highest final GPA calculated to the nearest 0.01 point

If two or more students have the same GPA qualifying for top honors, co-awards will be declared.

The Texas Education Agency states that:

“An institution of higher education is authorized to issue scholarships to more than one person in any case in which the relevant school district certifies a tie for the title of ‘highest ranking

graduate,' pursuant to Section 54.201 of the Texas Education Code, (TEC). [Op. Atty. Gen. 19892-No. MW-529](#) (PDF).

**Please note TEC (Texas Education Code,) §54.201 was re-designated §54.301 by the 82nd Legislature.*

Although this opinion authorizes the issuance of more than one certificate in the event of a tie for 'highest ranking graduate,' the criteria for identifying such students must be strictly applied. It is the responsibility of the district to establish a selection process that will result in the identification of the single 'highest ranking graduate.' In rare cases in which more than one student meets the district's criteria for selection, two certificates may be issued; however, in no event will more than two certificates be issued for one high school."

[Highest Ranking Graduate | Texas Education Agency](#)

Transferred Grades from Other Middle Schools or High Schools:

No grade transferred to Wichita Christian School shall be greater than 100. WCS school officials will determine the WCS grade equivalency of grades transferred from a non-US school system.

High School Transcripts:

Graduates of Wichita Christian School may earn the same diploma designations as public-school graduates as outlined at the TEA (Texas Education Agency) website:

<http://www.tea.state.tx.us/graduation.aspx>

Diploma designations are: distinguished, recommended, and minimum. All Wichita Christian School students are encouraged to graduate with the distinguished diploma. The recommended diploma will be approved only with administration and parent approval. The minimum diploma will be approved only when it is determined that the student has circumstances that would prevent him/her from earning either the recommended or distinguished diploma. Any student who is permitted to graduate on the minimum plan must, along with his or her parent/parents, sign a statement that they understand the ramifications of graduating on the minimum high school plan.

- **Distinguished Diploma:** Students that have attended high school at WCS four years will graduate with 31.5 hours of credit (which include 3 years of a foreign language and 4.5 credits of electives) on the distinguished high school plan. For students who transfer in without Bible credits, this number will be reduced by 0.5 credits for each high school semester student who was not enrolled at WCS.
- **Recommended Diploma:** Students that have attended high school at WCS four years will graduate with 31.5 hours of credit (which include 2 years of a foreign language and 5.5 credits of electives) on the recommended high school graduation plan. For students who transfer in without Bible credits, this number will be reduced by 0.5 credits for each high school semester the student was not enrolled at WCS. Parents and students must sign a consent form for students who graduate on this plan.
- **Minimum Diploma:** Students that have attended high school at WCS four years will graduate with 28 hours of credit on the minimum high school graduation plan. For students who transfer in without Bible credits, this number will be reduced by 0.5 credits for each high school semester student who was not enrolled at WCS. Parents and students should be aware that the minimum diploma will not qualify them for college

admission in some cases. Parents and students must sign a consent form for any student who is graduating on this plan.

Courses which are not listed on the TEA website but are required by the Wichita Christian School Board include: Four Bible credits--One credit for each year a student attends WCS, and one credit for Senior Leadership (BUDS).

All credit for graduation must be earned before graduation day in order to participate in the Wichita Christian School graduation ceremony.

Calculation of Grade Point Average (GPA) for Academic Honors:

GPA for academic honors is calculated on a four-point scale (or a five-point scale for advanced courses). The calculation is based on a student's performance in courses required to complete the Distinguished Diploma Plan.

Only the following courses are included in GPA calculations for honors:

- Bible – Bible 9, Bible 10, Bible 11, Bible 12
(Only courses taken while enrolled at WCS are included.)
- English – English I, II, III, IV; College English 1301 and 1302
- Mathematics – Algebra I, Algebra II, Geometry, Pre-Calculus, Trigonometry, and College Algebra
Students who substitute Consumer Math for any of these courses are not eligible for Valedictorian or Salutatorian honors or for a Distinguished Diploma.
- Science – Integrated Physics and Chemistry (IPC), Biology, Chemistry, Physics, Anatomy and Physiology, and College Biology
- Social Studies – American History, World Geography, World History, Government, and Economics
Foreign Language – Spanish I, II, III, or other foreign language courses approved by the Texas Education Agency

Approved dual credit courses may be used as substitutes for the courses listed above and be applied as honor credit.

The following grade average/grade point conversion chart will be used:

Number Grade	Regular	Advanced
100	4.0	5.0
99	3.9	4.9
98	3.8	4.8
97	3.7	4.7
96	3.6	4.6
95	3.5	4.5
94	3.4	4.4
93	3.3	4.3
92	3.2	4.2
91	3.1	4.1
90	3.0	4.0
89	2.9	3.9
88	2.8	3.8
87	2.7	3.7
86	2.6	3.6
85	2.5	3.5
84	2.4	3.4
83	2.3	3.3
82	2.2	3.2
81	2.1	3.1
80	2.0	3.0
79	1.9	2.9
78	1.8	2.8
77	1.7	2.7
76	1.6	2.6
75	1.5	2.5
74	1.4	2.4
73	1.3	2.3
72	1.2	2.2
71	1.1	2.1
70	1.0	2.0
>70	0.0	0.0

Required Community Service Hours:

In order to meet graduation requirements, high school students are required to complete a total of 40 hours of community service, with a minimum of 10 hours to be completed each school year. Incoming freshmen must complete 40 hours, incoming sophomores 30 hours, incoming juniors 20 hours, and incoming seniors 10 hours. The school will provide various opportunities for students to fulfill their community service requirements throughout the year, ensuring that all students have access to meaningful projects. Additionally, any community service hours completed outside of school must receive prior approval from the administration to ensure they align with the school's standards and objectives. Students are encouraged to engage in service that not only benefits the community but also enriches their personal growth and development.

Texas Scholar:

The Texas Scholar distinction will be awarded to Wichita Christian School students who meet the following requirements:

- Complete the Distinguished Diploma Plan:
 - Four Math courses to include Algebra I and II, Geometry and Pre-Cal (or College Algebra or Trigonometry at the college level)
 - Four English courses to include English I, II, III, IV (or English 1301 and 1302)
 - Four sciences courses to include to include Biology, Chemistry, Physics, A &P (or College Biology I)
 - Four social studies courses to include World Geography, World History, U.S. History, Government, and Economics (or college equivalents)
- Complete three foreign language classes in the same language.
- Complete Senior Leadership class (BUDS).
- Complete 4 Bible Classes (Students who transfer for junior or senior year may substitute other courses for Bible).
- Complete at least 31.5 credits.
- Maintain a cumulative grade point average of 3.0 or higher from grades 9-12. 7) Complete two college courses for a total of 6 hours (not restricted to dual credit TEA approved, but must be core—English, math, science, or social studies) with an earned grade point average of 3.0 or higher.

Homework and Make-up Work:

Board policy states there will be no homework assigned on Wednesdays so students and families may attend their local church services.

Students who have excused absences will be given one school day for each day absent to turn in make-up work. Students with unexcused absences will be expected to turn in assignments upon the student's return to school. Any test that was missed due to absence, but was assigned when the student was in class, will be taken the day the student returns. Work that is turned in after the allowed period may be considered late and awarded credit at the teacher's discretion. Exceptions may be made in make-up work at the discretion of the administration and/or teacher.

Report Cards and Progress Reports (6-12):

All progress reports and report cards will be issued via RenWeb. If you need a printed report card, please contact the school office. Parents and students can access grades via RenWeb (via the website or the app). Parents of Students who progress report/report card has a grade lower than a 70 will be required to attend a phone or in person conference. Students with grades lower than 70 shall attend mandatory tutorials until the grade is confirmed as passing.

Parent/Teacher Conferences (K-12):

Parent teacher conferences will be held 3 times per school year and will correspond with grading reports. Conferences will be scheduled for Fall, Midterm, and End of Year. Parents may call (940) 763-1347 to schedule conferences. Parents should feel free to contact teachers whenever a need arises for an additional conference; however, teachers will not leave their classrooms for an unscheduled conference.

Honor Roll & Recognitions:

A Honor Roll (Middle School and High School): Students who earn all A's for their semester grades will be eligible for the A Honor Roll.

A-B Honor Roll (Middle School and High School): Students who earn all A's and B's for their semester grades will be eligible for the "A-B" Honor Roll.

Principal's Honor Roll: Students who earn all A's and have no discipline referrals in a semester will be eligible for the Principal's Honor Roll

Head of Schools' Honor Roll: Students on the Head of Schools' Honor Roll in grades 3-12 will have the highest GPA, no discipline referrals, no absences, and no tardies at the end of the grading period.

Eligibility for Participation in Extracurricular Activities

Participation in extracurricular activities is a privilege. If a student fails ANY class(es) for the nine-week grading period, he/she will be ineligible for **three weeks**. If after three weeks, the student is passing previously failed class(es), he/she will be allowed to participate in extracurricular activities.

Administrative Policies:

Bulletins and Announcements

All notices of club meetings, athletic and social events, general information for the day and specific instructions must be approved by the principal. All notices and posters must be approved by the campus principal.

Chapel

All students, Elementary, Middle School and High School will have mandatory chapel on one day each week and student attendance is required. As with any class, three tardies equal one absence.

Electronic Communication Devices (Cell Phones, Smart Watches, Tablets, etc.)

In alignment with Texas state expectations under House Bill 1481, which requires K–12 schools to prohibit the use of personal communication devices during the full school day, Wichita Christian School maintains a strict no-use policy for electronic devices. Students are not

permitted to carry or access cell phones or use smart watches during the instructional day. All devices must be turned off by 8:15 AM and kept out of sight in lockers, backpacks, or designated storage until dismissal. The use of devices is prohibited at all times during the school day, including between classes, lunch periods, and breaks. Any student found in violation of this policy will have their device confiscated and held in the Principal's office. A first offense will result in a \$50 fine and the device being returned at the end of the next school day (or Monday if confiscated on Friday). A second offense will result in a \$75 fine and required daily check-in/check-out of the device through the office for four weeks. A third offense will result in a \$100 fine and daily check-in/check-out of the device for the remainder of the semester. This policy supports a focused, distraction-free learning environment consistent with the mission and values of Wichita Christian School.

Closed Campus

Students must remain on campus during lunch. Students may be allowed to leave campus with youth ministers, parents, grandparents, or school groups for lunch with prior written parental permission and approval from the administration. **ONLY Seniors will be allowed to leave campus provided they have the required documentation on file in the office.**

Field Trips

If parents' cars are used for field trips, they will need to be equipped with seatbelts. Car seats are required for children ages eight and under. Precautions for airbags must be observed. Sponsors are responsible for emergency meds, i.e., inhalers, epi-pens, etc. on school trips. For the protection and safety of all students who ride in school vans or parent vehicles, rules of courtesy and safety are to be observed at ALL TIMES.

Lockers

Students will always keep lockers neat and clean. Students should not write on lockers or permanently adhere to the surface of the locker. Posters must not detract from the mission of WCS. Food or drinks will not be left in lockers overnight. Any damage which occurs to the locker will be assessed to the assigned student.

If a student uses a lock for his/her locker, they will supply the office with an extra key or the combination of the lock. The administration reserves the right to examine the contents of the student's locker at any time. No student is allowed to open any locker other than his or her own.

Fundraising and Logo Policies

The Wichita Christian logo or name may not be used in conjunction with any fundraising event, activity, or solicitation without permission of the WCS Head of Schools/Superintendent. All fund-raising events, activities, functions and/or solicitations must receive approval by the WCS Head of Schools/Superintendent before any correspondence, notification or other communication is made. The aforementioned policy applies to the Wichita Christian logo or name being used for summer programs, activities, class activities, and sports.

Music Policy

The school will maintain the right to supervise and approve the kind of music performed by or for any group of students on campus and at all school-sponsored activities.

Pets

Due to allergies and other issues, Wichita Christian School must have a 24-hour notice and principal approval if your pet is coming for “Show and Tell” or other activities.

Problem Resolution:

It is the school's intent that all disagreements be resolved at the level where they originated.

Steps for Problem Resolution:

1. Questions and other concerns should be directed first to the person where clarification/resolution is desired – usually the classroom teacher.
2. If resolution is not reached, the complaint should next be directed to the campus administrator.
3. Complaints and/or problems may be brought to the superintendent if a remedy is not possible at the campus level.
4. Requests can be made through the superintendent to address the board only after following steps 1-3

Search and Seizure

Administrators may search or authorize a search of the property of any student, including vehicles, when based upon facts which are supported by reasonable suspicion that a student is concealing prohibited material. When a specific search is conducted, except pursuant to life, health and property, the student will be invited to be present during the search, which will be witnessed by one other school official. WCS reserves the right to search, at random, at the administration's discretion.

Senior Trip

During the spring semester of each year, the senior class is invited and encouraged to participate in a senior trip. The planning of this trip will involve collaboration between the campus administrator, the senior class Student Council representative, the senior class parent representative, and the senior class school sponsor. In order to attend the trip, each senior is required to complete three days of work on a local clean-up, fix-up, or construction project that benefits our school or community. WCS seniors, along with designated faculty and staff, will work together on this service project. It is important to note that seniors are responsible for funding their senior trip.

Special Events Programs

Participation in special events/programs may be required by coaches/directors and grades may be affected by non-participation (extenuating circumstances may be considered).

Student Activities

The administration and sponsor must approve all programs, projects, and parties. Sponsors must accept responsibility for ensuring that all activities contribute to the mission of the school, and student groups must be under the complete supervision of the sponsor. Wichita Christian School will not sponsor school dances and the school name will NOT be associated with any dances planned by student or parent organizations.

Student Valuables

Students are responsible for all valuables, i.e., money, electronic devices, etc. that they bring to school.

Textbooks and Other School Property:

WCS furnishes textbooks for students in grades K-12. Loaning or sharing books with other students is discouraged. Any student that loans his book to another student remains responsible for the book issued to him/her. **Books that are lost, torn, marked on, or otherwise abused must be paid for by students/parents according to the extent of the damage.** Students will not highlight or mark in books. Grades and records will not be released until all charges for damaged textbooks and or school properties are paid.

Any student defacing, destroying, removing or in any other way damaging property or trespassing on another person's or group's property will be subject to disciplinary action. Students (or their parents) will be required to pay for either repairs or replacement of the damaged property.

Visitors:

All visitors must sign in at the office upon entering and sign out in the office before leaving campus. **Visitors are allowed on campus during designated lunch and chapel times but are not allowed in the classrooms or athletic practices without permission from the administration.** Proper attire must be worn by visitors at all times. All meetings and conferences with teachers, staff or administration must be scheduled.

Admissions Policy & Procedures:

Wichita Christian School exists to partner with families in providing a Christ-centered education and developing students who reflect Christ-like character. The admissions process includes review of academic records, standardized testing, interviews, and family engagement to ensure a strong school-home partnership.

Enrollment at WCS signifies the student's and family's agreement to uphold all policies outlined in the Board Policy Manual and Parent/Student Handbooks.

Nondiscrimination and Institutional Authority

WCS admits students of any race, color, nationality, or ethnic origin to all rights, privileges, programs, and activities made available to students. The school does not discriminate on these bases in its educational, admissions, financial aid, or athletic programs.

As a private Christian institution, WCS reserves the right to make decisions consistent with its Affirmation of Faith and biblical convictions in matters of admissions, enrollment, discipline, and

operations. WCS may also determine it is unable to meet certain student needs due to available resources and does not offer formal special education programs.

Admission Standards and Eligibility

Admission to WCS is based on academic readiness, spiritual alignment, behavioral history, and family support of the school's mission.

Students will not be admitted or may be disenrolled if they:

- Are 18 years of age prior to enrollment or are emancipated minors
- Are married or parents of a child
- Become pregnant or responsible for a pregnancy during enrollment

Applicants must:

- Meet state age requirements for grade placement
- Be eligible to re-enroll in their previous school
- Demonstrate the ability to succeed in WCS's academic program
- Have no behavioral or academic concerns that prevent WCS from meeting their needs

Spiritual Expectations

Parents/Guardians

- Affirm and support the WCS Statement of Faith
- At least one parent/guardian must be a professing believer in Jesus Christ
- Maintain active involvement in a local, in-person church (verified by reference)

Students

Students are expected to demonstrate respect for and alignment with the WCS Statement of Faith. While respectful dialogue is encouraged, students may not promote beliefs or behaviors contrary to the school's biblical standards.

All families must agree to the following:

- Statement of Faith
- Statement on Marriage and Sexuality
- Statement on Diversity
- Parent Commitment

WCS reserves the right to deny or rescind admission if these standards are not upheld.

Academic Requirements

WCS evaluates all applicants based on prior records and standardized assessments:

- PreK–K: Developmental and readiness assessments
- Grades 1–11: Standardized testing (e.g., NWEA)

Admission benchmarks

- 40th percentile or higher: Standard admission
- 30th–39th percentile: Conditional admission (if support is available)
- Below 30th percentile: Additional evaluation required
- Have passing grades in all core classes & successfully completed current or previous grade levels

Applicants who are not performing at grade level may be admitted to WCS if the admissions committee determines that the student will be able to succeed at WCS without modification to the curriculum or academic program. The admissions committee may grant conditional acceptance to a student based on their participation in the academic support program. A minimum 2.0 GPA in core courses is expected (exceptions require Admissions Committee approval).

Behavioral Requirements

Applicants must be in good standing with their current school. WCS may deny admission based on disciplinary history, including:

- Recent suspension or expulsion
- Weapons violations
- Unresolved substance-related issues
- Have positive school recommendations
- Have no arrest or probation history
- Agree to all disciplinary policies
- Have not been assigned to juvenile detention
- Have not attended an alternative education program within the last school year

Admissions Process

Applicants must complete the following:

- Submit application, required forms, and non-refundable application fee
- Provide academic, behavioral, and health records
- Complete assessments and/or admissions interview
- Receive admission decision
- Submit enrollment packet, non-refundable enrollment fee, and tuition arrangements
- Provide final records from previous school

Secondary students must also meet with an academic advisor to review credits and graduation plans.

Probationary Enrollment

All new students are admitted on a probationary period. Continued enrollment is based on satisfactory performance in academics, behavior, attendance, and financial standing. WCS reserves the right to deny continued enrollment at its discretion.

Financial Requirements

- Accounts must remain in good standing for enrollment and re-enrollment
- Transfer applicants may be required to verify that prior financial obligations have been satisfied

Application Timeline and Re-Enrollment

- Applications are available year round
- Re-enrollment occurs annually and is required to be completed in a timely manner to secure student's spot in the class for the upcoming year

Age and Readiness Requirements

- PreK-4: Age 4 by September 1
- Kindergarten: Age 5 by September 1

Students must be developmentally and behaviorally ready for school expectations, including independent restroom use.

Records and Documentation

Required student records include:

- Enrollment forms
- Immunization records
- Birth certificate
- Academic and testing records

Records will not be released until all financial obligations are satisfied and school property is returned.

Re-Admission

Students who withdraw or have been dismissed from any reason must reapply and meet all current admissions requirements.

Financial Policy:

Tuition

Tuition may be paid by one of the following:

- 10- or 12- month payment plan through FACTS Tuition Management
- Semester payment plan through FACTS Tuition Management
- Paid in full through FACTS Tuition Management or by credit card/check in the Wichita Christian School Business Office

All enrolled families, regardless of payment plan, are required to create a FACTS account. Wichita Christian School makes financial and employment decisions based on anticipated enrollment. When a family withdraws anytime following enrollment and prior to the end of the school year, it causes a hardship on the school. Therefore, non-exempt withdrawals (withdrawals for reasons other than those stated below) will result in the payment of a full month's tuition after the student has attended any portion of the current month. Once a non-exempt withdrawal has occurred, whether it is the decision of the school or the parent, transcripts will not be released until the remainder of the tuition balance has been paid in full. Administration will not grant any exceptions to this policy.

Fees/Delinquency:

All fees (application, enrollment, athletics, field trips, etc.) are non-refundable and non-transferable. No exceptions.

If a payment is returned, a \$30 FACTS returned payment fee will be assessed. A \$25 Wichita Christian School Late Fee will also be assessed.

You can go online to change the financial account you are using for payments. Changes must be made at least two (2) business days before the payment date.

Go to FACTS Family Portal to view and manage your information online. Once logged in, click on the Financial section for more details on your account. You may also access the terms and conditions online.

If circumstances occur that force a delayed payment, a call should be made to the business office one week in advance of the due date so that arrangements can be made.

When a family account has reached 60 days in delinquency, and no arrangement for payment has been made and adhered to, the student(s) continued enrollment will be in jeopardy and may be denied admittance to Wichita Christian School immediately after the 60 day delinquency period.

Tuition Assistance:

The School Board at Wichita Christian School is aware that many families are affected by the rising cost of tuition. In an effort to make Christian education affordable to as many as possible, we are pleased to offer tuition assistance to those who qualify. Tuition assistance is offered to families who have students in Kindergarten through 12th grade only. It does not apply to Preschool students.

Wichita Christian School has enlisted the services of FACTS Aid Assessment to help us evaluate requests for financial aid. FACTS processes and recommends tuition assistance based on a thorough and professional financial needs assessment. FACTS provides third-party objectivity and will make a recommendation to the school Financial Aid Committee who will, in turn, make the final decision regarding tuition assistance awards. To be eligible to qualify for assistance/scholarships, your account must be in good standing with no outstanding balance.

Tuition Assistance Scholarships

- Scholarships are available for students of
 - Ministry professionals– church ministry staff.
 - Military-active-duty, retired, or eligible military personnel.
 - EMT / Police Officer / Firefighter– first responders and emergency medical personnel.
 - Siblings-families enrolling multiple children.
 - Alumni-returning graduates.
 - School employees

Payment-based discounts

- 5% discount for paying the entire tuition in full by August 1.
- 2% discount for paying the entire semester tuition by:
 - August 1 for the first semester, or
 - January 1 for the second semester

Texas Education Freedom Account (TEFA):

The TEFA program allows eligible Texas families to use state funds (about \$10,474 per student; up to \$30,000 for qualifying special needs) toward private education at Wichita Christian School. Approved Uses: Tuition, required fees, uniforms, books, technology, tutoring, therapies, and transportation. Not Allowed: Before/after care, extracurriculars, or incidental fees not associated with academics or admissions.

Key Policies

- Families are responsible for any tuition not covered by TEFA
- Enrollment is not dependent on TEFA approval
- TEFA funds are paid to families, who must then pay the school

WCS Guidelines

- TEFA-dependent enrollment capped at 30%
- Financial aid assessment required
- School may adjust payment plans or require co-payments if funding changes

Steps for Families

- Notify WCS of your intent to use TEFA
- Review eligibility requirements and confirm you're qualified.
- Gather all required documentation listed above.
- Complete your application when the Texas Comptroller's TEFA portal opens.
- Once approved, you'll receive instructions to allocate funds toward your child's WCS tuition and expenses.
- Confirm your child's enrollment with WCS and submit your tuition agreement.

Fundraising:

Wichita Christian School endeavors to keep tuition rates affordable for the benefit of each family. For this reason, Wichita Christian School operates fundraising programs and appreciate each parent's participation in assisting the school in raising the additional funds needed. Wichita Christian School is a non-profit organization and maintains a tax-exempt status. The school receives no federal assistance.

Early Withdraw:

Exceptions to the payment of a full semester's tuition are granted for company/military transfers required to maintain one's employment or relocation because of the loss of employment. A letter documenting such a required move will be sufficient proof to waive the payment of a full semester's tuition. Exemption requests need to be submitted to the administrator in writing and may be delivered to the school office at any time.

After the first month's tuition has been deducted, refunds on tuition paid for a student who has been withdrawn for an exempted reason will be prorated according to months attended and the remaining months in the semester that the student attended. Attendance for one day in any month will be considered as attendance for an entire month. Since the school operates on a 10-month school calendar, each month attended will equal 1/10th of the years' worth of the tuition due plus the first month's tuition. Refunds will be mailed no later than 30 days after withdrawing from school, provided that all books, school issued athletic equipment/uniforms, and any other school property have been returned in good condition.

After School Care/Before School Care:

After School Care is provided for K-5th grade students ONLY at our Preschool Campus located on Neta Lane. Students needing After School Care that attend our Midwestern Parkway campus

will be bussed to Neta Lane at the end of the school day. You may sign-up for After School Care upon enrollment. Changes to the number of days your student(s) attend the After School Care Program may be made at the end of the first semester.

Lunch Policy:

Wichita Christian School does not provide daily hot lunch service. Students are required to bring their own lunch each day.

On the last Friday of each month, WCS will offer a special-order lunch option. These meals must be pre-ordered and pre-paid in advance and will not be available for purchase on the day of service. Ordering and payment details will be communicated prior to each event.

Students must eat in designated areas and may not take food outside those areas. Food deliveries from outside vendors (such as Uber Eats, DoorDash, etc.) are not permitted.

Only seniors may leave campus for lunch, and only if a signed permission slip is on file in the school office.

Attendance/Absences:

Elementary Attendance Policy

School Hours

- Kindergarten through 5th Grade: 8:00 a.m. – 3:00 p.m.
- Supervision begins at 7:30 a.m.
- Students are considered tardy after 8:05 a.m.

Tardy Policy

- 3 unexcused tardies will result in 1 daily absence
- 6 unexcused tardies will result in a meeting with:
 - Parent/Guardian
 - Classroom Teacher
 - Administrator

Absence Policy

- 8 absences in a semester (excused or unexcused) will result in a meeting with:
 - Parent/Guardian
 - Classroom Teacher
 - Administrator

Excused absences may include:

- Personal illness
- Serious family illness
- Death in the family
- Participation in a school-sponsored event
- Doctor appointments
- Emergencies or urgent business

If a student is absent:

- A parent/guardian should call the school office and provide:
 - The reason for the absence
 - The approximate return date

If an absence extends to three consecutive days or more, a doctor's note is required.

For pre-arranged absences:

- It is the student's responsibility to:
 - Obtain assignments in advance
 - Submit a completed Pre-Arranged Absence Form
- All assignments are due the day the student returns to school.

Makeup Work

- Students with an excused absence have 3 days to complete and submit missing assignments.

Secondary Attendance Policy (Grades 6–12)**School Hours**

Grades 6–12: 8:15 a.m. – 3:45 p.m.

- Students are considered tardy after 8:20 a.m.
- Supervision begins at 7:30 a.m.
- Students must leave campus by 4:15 p.m. unless in a school-sponsored activity
- Students may not remain in the parking lot before, during, or after school

Attendance Expectations

Regular attendance is essential for academic success. Students are expected to maintain at least 90% attendance, as required by state law.

Patterns of excessive absences (including missing test days, chapel, or specific class periods) may result in administrative review and could impact continued enrollment.

Chapel Attendance

- Chapel is mandatory for all students (Elementary, Middle School, and High School) and is held once each week
- Attendance is required and treated the same as a class

Tardy policy for chapel:

- 3 tardies = 1 absence

Absence Types:**Excused Absences**

The following are considered excused:

- Personal illness or serious family illness

- Death in the family
- School-sponsored events
- Doctor or professional appointments
- Emergencies or urgent situations

Parent/guardian responsibilities:

- Notify the school office on the day of absence
- Provide the reason and expected return date
- Submit a doctor's note for absences of 3 or more consecutive days

Unexcused Absences

- Any absence not verified or not meeting excused criteria
- No make-up work is allowed for unexcused absences

Pre-Arranged Absences

- Must be approved in advance by administration
- Student must complete a Pre-Arranged Absence Form
- Student is responsible for obtaining assignments ahead of time
- All assignments are due upon return

Make-Up Work

- Students receive one day for each day missed to complete work for excused absences
- Teachers may provide additional guidance as needed

Special allowances

- Juniors and seniors: up to 2 excused college visit days per year
- Mission trips: up to 1 week (pre-approved)

Tardy Policy:

Students arriving after 8:20 a.m. are marked tardy

Consequences

- 3 unexcused tardies = 1 absence
- 6 unexcused tardies = Saturday detention

Class Period Tardies

Students not in class when the tardy bell rings are marked tardy

Consequences

- 5 tardies in one class = 1 class absence
- 6 tardies in one class = Saturday detention

Partial-Day Absences

- Missing 1.5 to 4 hours = Half-day absence
- Missing 4 or more hours = Full-day absence

Sign-In / Sign-Out Procedures

Late Arrival

- Students must check in through the office

Early Dismissal

- Must have parent/guardian permission
- Students must sign out through the office
- Student drivers must also have approval before leaving

Failure to follow procedures will result in disciplinary action.

Excessive Absences

8 absences in a semester (excused or unexcused) triggers a meeting with:

- Parent/Guardian
- Teacher(s)
- Administrator

Students exceeding absence limits may:

- Lose course credit
- Be required to complete additional work
- Be subject to administrative review

Parents will be notified if a student is in danger of excessive absences.

Loss of Credit Appeals

Loss of credit may be appealed in cases of:

- Chronic or extended illness (doctor documentation required)
- Approved educational trips (pre-approved by administration)
- Death in the immediate family

P.E. Excuse

Please send a note from a physician if your child is to be excused from P.E. for more than one day. If a child is excused from P.E. under doctor's orders, he/she will be allowed to participate again upon receipt of a doctor's release.

Phone Calls

In case of an illness or need for parent contact, parents will be contacted by the nurse or a campus administrator. Calls to correct irresponsibility on the student's part will not be allowed during class time, i.e., forgotten homework, field trip attire, or athletic clothes. Any sports cancellations or athletic changes that require a call to a parent will be done through the office or coaches. Notifications may also be sent by way of RenWeb Parent Alert texts.

Health Guidelines:

WCS believes that healthy students make better learners. Value is placed on the health and well-being of each student and staff member. Below are some standards that are followed at WCS. Websites are provided for additional information.

Students will be required to stay home or will be denied admittance at check-in if he/she exhibits any of the following:

- Has a temperature of 100.4 or greater
- Shows sign of respiratory illness or shortness of breath
- Chills
- Coughing/shaking with chills
- Sore throat
- Runny nose
- Diarrhea
- Vomiting
- Known close contact with a person who is lab confirmed communicable disease

2026-2027 Immunization Requirements:

To comply with the Texas Education Code Section 2.09, students must present a valid record from a physician or health clinic for the following immunizations:

Preschool: <http://www.dshs.state.tx.us/immunize/school>

Grades K-12: <http://www.dshs.state.tx.us/immunize/school>

All students are required to present a current immunization record upon enrollment to WCS.

Students must keep an up-to-date record and will be notified if immunizations are non-compliant. Please submit all records to the school nurse. An affidavit for exemption from immunizations can be provided in place of an immunization record. Failure to comply with requested immunizations/affidavit requests will result in exclusion from school.

Clinic Guidelines for Injury, Illness, or Potentially Contagious Condition:

- In the event a student becomes ill or injured during school hours, the parent will be contacted.
- All students will check out through the office.
- If you receive a call from the office that your child is sick or injured, please pick him/her up immediately. If no response is received within 30 minutes, the school will call the emergency contact listed on the child's registration form.
- A student that has experienced vomiting, diarrhea or fever must be asymptomatic for a period of 24 hours before returning to school.
- Students who are found to have head lice or nits (eggs) will be separated immediately and parents will be called to pick up the child. All soft materials such as coats, scarves, and hats will be bagged and sent home to be washed or dry-cleaned.
- Parents are responsible for any costs involved in a 911 call.

Use the following guidelines in determining when to keep a student home from school due to illness or potentially contagious condition:

1. **Fever –Students will not be allowed to attend school if oral temperature is 100.4 degrees F or higher.** Do not give students any fever reducing medicine and send them on to school. This practice only reduces the fever for a brief time and does not take care of the illness that is causing the fever. Also, coming to school sick can delay your child's healing time and expose others to infection.
2. **Uncontrolled Vomiting/Diarrhea** – if vomiting or diarrhea occurs more than once in 24 hours, you must keep the student home.
3. **Skin rashes** – if the rash has any fluid or pus coming from it, students must remain out of school until the rash is gone (dried or scabbed over with no new spots appearing) or provide a physician note stating the student may return to school.
4. **Red eyes, especially if there is also drainage or crusting around the eyes** – If the eye/eyes are red with colored drainage present and there is crusting, the student must receive treatment and/or provide a physician note stating the student may return to school.
5. **Head Lice** – Students who are found to have head lice or nits (eggs) should not be sent to school. All soft materials such as coats, scarves, and hats must be washed or dry-cleaned. Any fabric item that cannot be cleaned must be sealed in a plastic bag for two weeks. Students may not return to school until their hair has been treated with a lice-killing shampoo and all the nits have been removed.

State Required Screenings (Vision, Hearing & Spinal):

Under the guidelines for the Texas Department of Health, the school nurse will conduct

- screenings for vision and hearing for students in the 4-year-old class, K, 1st, 3rd, 5th, 7th, and all students new to the state of Texas.
- Spinal screenings will be conducted by the school nurse: 5th and 7th grades for the girls and 8th grade for the boys.

Parents will be notified by written communication of any abnormal screening results. Results of any follow-up care, related to vision/hearing/spinal screenings, should be sent to the nurse to update the student school health record.

Medications Given at School:

The only medication that may be given at WCS is that which is necessary to enable the student to remain in school. If possible, all medication should be given outside of school hours. If necessary, medication can be given at school under the following conditions:

1. Medications must be in original, properly labeled containers. **Medications sent in unlabeled containers will not be given.**
2. Prescription medications will not be given without a specific written request signed by the parent/guardian and physician/licensed prescriber. The **Prescription Medication Authorization Form** is available in the school office or through the website, www.wichitachristian.com

3. Over-the-counter medications, such as acetaminophen or ibuprofen, will be given at school with parent/guardian written permission. The **Over-the-Counter Medication Authorization Form** is available in the school office or through the website, www.wichitachristian.com
4. Medications may be given by a staff member designated by the principal and trained by the school nurse.
5. **Medications will not be accepted from a student.** The parent/guardian or an adult designated by the parent/guardian must deliver medications to the school office/clinic. **Medications will not be sent home with a student.** The parent/guardian or designated adult must pick up medications from the school office/clinic.
6. Herbal medications, dietary supplements and other nutritional aids not approved as medication by the FDA may not be administered at school.

School Safety:

Asbestos Management Plan

NOTIFICATIONS

1 June 2026

To: Wichita Christian School Staff and Parents
From: Asbestos Coordinator, Wichita Christian School

RE: Federal regulations concerning the inspection, re-inspection, periodic surveillance, response activities and management planning for our Wichita Christian School. Wichita Christian School is working hard to maintain compliance with the federal AHERA regulations. We recently completed the process of re-inspecting and updating the management plan for each of our school campuses as required. Should you desire to review the management plan for your child's school, a copy of the plan is available in the principal's office and in the office of the superintendent. If you have any questions about the plans or this federally mandated program, please contact 940-687-1643.

Sincerely,

WCS Asbestos Coordinator

Student Driver Vehicle Policy: Student drivers are to observe safe driving practices, speed limits and rules of courtesy.

Parents/Guardians of a student who wishes to drive to and from school must sign the STUDENT DRIVER AUTHORIZATION FORM indicating their permission has been granted. If the student driver will be transporting any other students, that are not their siblings, parents must sign a consent form.

If the PASSENGERS in a vehicle driven by a student are not siblings of the driver, a permission form must be signed by the PARENTS of the PASSENGERS giving permission for their student to travel in the car with a student driver.

Student Driving Policy:

- Students must have a current/valid TX state driver's license; the vehicle's registration, insurance and inspection must be up to date, and the student must be insured on the vehicle.
- Students must leave vehicles immediately upon arrival at the school.
- Students may not return to their vehicle during the school day without permission.
- Students may not leave campus without receiving prior authorization from a member of the Wichita Christian School staff.
- Students may not exceed 5 miles per hour in the parking lot.
- Students may never display an exhibition of speed or drive in any unsafe manner.
- Students must drive in accordance with all laws and regulations, observing safe driving practices, speed limits and rules of courtesy on and off the campus.
- Students may only transport other students, not including the driver's sibling, if all vehicle occupants have a current parental permission form, including the driver, on file at the school office.
- Students will be responsible for any damages that occur to the facility or any vehicles.
- Students understand that driving to/from school is a privilege that can be revoked or restricted if abused or for violation of any of the above stated rules.

Consequences for Violations:

First Offense: Loss of vehicle privileges for one week.

Second Offense: Loss of vehicle privileges for a nine-week period

Third Offense: Loss of vehicle privileges for the remainder of the school year.

Texas Teen Driving Laws Prohibit:

- Driving with more than one passenger who is under 21, excluding family members
- Driving between midnight and 5:00 a.m. unless traveling to or from a school-related function or work
- Driving while using any type of mobile device, including those that are hands-free

Dangerous Weapons Policy:

The policy of WCS toward dangerous weapons **absolutely prohibits the use and/or possession of dangerous weapons on school premises or at school functions.** Dangerous weapons include, but are not limited to guns (pellets, bb, and stun), firearms, knives, clubs, brass knuckles, etc. Students who violate this policy may be required to withdraw from school. The policy on dangerous weapons is applicable to all students without regard to age or grade.

Fire and Tornado Drills

There will be announced and unannounced fire and tornado drills during the year. Instructions for evacuation of the buildings and/or where to find a place of safety will be posted in each room. During these drills, students must keep in line, walk (no running) and be quiet. Each

student is to remain with his/her class. After all students are accounted for, an “All Clear” will be given.

In case of a tornado drill or real tornado, students will be directed to the designated area and will be required to sit on the floor in a tucked position with arms covering their heads as practiced in the drill. *See crisis management document for other emergency situations.*

Insurance:

Accident insurance is provided by WCS. Contact the business office for paperwork in case of a school accident. Parents are encouraged to maintain health insurance.

School Cancellations:

If school is to be canceled or dismissed early due to weather conditions, WCS Parents will be notified through the following: Two television network affiliates, KAUZ (channel 6 or 4 on cable) and KFDX (channel 3 or 12 on cable); RenWeb Parent Alert; Facebook; and KMOC (89.5 FM radio station).

Transportation of Students:

Students participating in a school activity requiring transportation to another school or site must ride in transportation provided by or approved by the school. For the protection and safety of all students who ride the vans and/or buses, rules of courtesy and safety are to be observed at ALL TIMES. Seat belts will be worn at all times when vehicles are in motion. Any student who does not follow these rules will lose the privilege and parents will be expected to provide transportation. **Sponsors are responsible for making sure students will clean out the transportation vehicles after every trip.**

Christian Code of Conduct:

WCS teachers will discipline in a firm, loving manner in accordance with God’s Word and each student’s needs. WCS has the authority to dismiss from school any student whose general attitude or habitual actions are contrary to the basic principles of Scripture upon which the school is founded. A student may be dismissed from school for violating a major rule or has repeatedly been found in violation of the rules for student behavior set forth by the administration of Wichita Christian School. Romans 12:1; 1 Corinthians 3:17; 6:19; Ephesians 1:4; Colossians 3:12; 1 Thessalonians 2:10; 1 Timothy 4:12; 2 Timothy 1:9; 2:21; 3:10; James 3:13; 1 Peter 1:15, 16; 2:12; 3:16.

Academic Integrity:

Academic cheating is the attempt to obtain information, knowledge or material from any other source and submit it as one’s own work. This can be done either by giving or receiving information for homework, classroom assignments, any written assignment, or tests.

Definition of Academic Dishonesty (Cheating): Presenting, as your own work, material that is not a true or valid representation of your own ideas or helping others to do the same.

Some forms of dishonesty are:

- collaborating on an assignment (without teacher permission)
- using written material on a test without the teacher permission

- copying another person's work/homework
- copying from a published work
- knowingly allowing others to copy your work
- Using AI to complete assignments without teacher direction/permission

Plagiarism is "When you use another person's work, including text, data, or graphics, and attempt to pass it off as your own, you are committing plagiarism. There are two forms of plagiarism: intentional and technical. Intentional plagiarism occurs when you blatantly submit someone else's work as your own. Technical plagiarism occurs when you improperly cite or document a source, so it misrepresents the work as your own."

<https://www.theclassroom.com/high-school-plagiarism-policies-5177.html>

If students are concerned about plagiarism, they may ask the teacher about the assignment before submitting it for a grade. **Students who cheat or plagiarize on any assignment will be subject to proper disciplinary procedures.**

Artificial Intelligence (AI) Acceptable Use Policy:

Wichita Christian School recognizes that Artificial Intelligence (AI) tools (such as ChatGPT, Grammarly, and other AI-assisted platforms) can support learning, creativity, and productivity when used appropriately. This policy establishes guidelines to ensure AI is used ethically, responsibly, and in ways that support student learning and academic integrity.

Guiding Principles

Students are expected to:

- Use AI as a tool for learning, not a replacement for their own thinking
- Demonstrate honesty and integrity in all academic work
- Follow teacher instructions regarding when and how AI may be used
- Uphold the school's Christian values in all digital interactions

Acceptable Uses of AI:

AI tools may be used for:

- Brainstorming ideas or generating outlines
- Receiving feedback on writing, grammar, or structure
- Practicing skills such as foreign language or problem-solving
- Research support (with verification from reliable sources)
- Tutoring and academic support

Prohibited Uses of AI

Students may not:

- Submit AI-generated work as their own original work without teacher permission
- Use AI to cheat on assignments, quizzes, or tests
- Use AI to plagiarize or copy content without proper citation
- Input or share personal, confidential, or school-sensitive information
- Generate harmful, inappropriate, or non-school-appropriate content

Academic Integrity & Disclosure

- Teachers may require students to disclose when and how AI tools were used
- Work produced with AI assistance must follow teacher guidelines for citation or acknowledgment
- Misuse of AI will be treated as a violation of the school's academic integrity policy

Privacy & Safety

Students should:

- Never enter personal data (full name, address, student ID, etc.) into AI tools
- Use only school-approved or teacher-approved AI platforms when required
- Understand that AI tools may store or reuse input data

Teacher Authority

Teachers have the authority to:

- Determine if and when AI tools are allowed in assignments
- Set specific expectations for AI use in their classrooms
- Evaluate and question student work that appears inconsistent with demonstrated ability

Consequences of Misuse

Improper use of AI may result in:

- Academic penalties (reduced grade or assignment redo)
- Disciplinary action in accordance with the student handbook
- Loss of technology privileges

Wichita Christian School encourages families to discuss responsible AI use at home. By enrolling, students and parents agree to follow this policy as part of the school's technology and academic expectations.

Academic Probation:

Students who are not meeting academic standards or making sufficient academic progress may be placed on Academic Probation. This occurs if a student's grade report reflects a failing grade for any grading period or if they fail any class for the academic year.

Parents will be notified by mail if their child is placed on Academic Probation at the semester or at the end of the academic year.

Students on Academic Probation:

- Will be ineligible for extracurricular activities (including athletics and fine arts) if they are not passing all classes in the grading period following the probation notification.
- May resume participation in school-sponsored activities when their grades improve and they no longer have any failing grades.
- May be required to recover credits for failed courses through an accredited and approved platform, such as Acellus Academy <https://www.acellusacademy.com/>

- May lose scholarship assistance, if applicable.
- May face dismissal from Wichita Christian School due to ongoing failure to meet academic progress.

Athletic Fan Behavior:

Wichita Christian School students and fans will demonstrate courtesy and respect for our rivals and referees at all times. Under no circumstances are our fans or athletes to have any personal confrontations with officials regarding our sporting events. Those who do not follow these guidelines may be asked to leave and be restricted from attending future events.

Parents and fans are not allowed in locker rooms.

Discipline Policy:

All Wichita Christian School students are expected to maintain high standards of behavior, self-discipline, and positive conduct. The WCS faculty and staff expect full cooperation from all students and will act fairly but quickly and decisively in dealing with those students who are disruptive. Students who do not respond to the best efforts of staff members will be referred to the principal.

Encouraging positive behavior: The faculty will develop and maintain a proactive stance on discipline by teaching, promoting, and maintaining positive attitudes and healthy habits.

Student Conduct Expectations (K-12):

Noncompliance with any parts of this Christian Code of Conduct constitutes a breach of discipline that could, depending upon the degree of offense, result in dismissal from WCS.

- Students will obey all rules and regulations established by the teachers, administration, and Board of Directors in their individual classes.
- Students will respectfully obey all directions, requests, and directives relative to this discipline code without hesitation or debate.
- Students will be held to a high standard of ethical, moral, and spiritual behavior on and off campus.
- Students will exercise self-discipline and self-control. Fighting, physical and/or verbal sexual harassment, rough housing, bumping, or hitting of others and bullying will not be tolerated.
- Students will not use vulgar or obscene language, rude or insolent comments, or crude or sexually suggestive gestures.
- Students will refrain from immoral or inappropriate sexual behavior, as defined, and described in the WCS Statement of Faith Regarding Marriage and Sexuality.
- Students will not use or possess tobacco, vape products, drugs, or alcohol in the school building, on school grounds or at school-sponsored activities.
- Students will not have weapons in their possession or in their personal vehicles.
- Students will attend all classes and be on time.
- Students will bring all required materials to class and complete all assigned work.

- Students will dress in accordance with the approved dress code.
- Students will respect the rights and dignity of other individuals, treating others as they want to be treated and showing the kind of love that Jesus did.
- Students will respect their own property and that of others including the school building, equipment, and grounds.
- Students will not leave school grounds or school-sponsored activities without the written permission from a parent, guardian, or a principal.

All secondary classrooms will use the following classroom management plan:

Students are expected to be on time.

- Students should be in the classroom before the tardy bell rings.
- If a student arrives late from a previous class, he/she must have a note from the teacher of that class.
- Tardies will be tracked through the front office; **5 unexcused tardies in the same class will result in one daily absence for that class.**
***6 tardies in a class or 6 tardies for school arrival will result in a Saturday detention**

Students are expected to be in class.

- Once class begins, students will be able to use the bathroom with the teacher's permission. Students are not allowed to go anywhere else unless given permission by the teacher.

Use appropriate language

- Disrespectful language will not be tolerated regardless of the manner in which it was intended. This includes any profanity, inappropriate comments, and racial, gender, or offensive insults.

Come to class prepared and remain alert throughout the class.

- Students are to be responsible with class materials and are to come to class prepared.
- Once class begins, students are not to work on material for other classes, unless allowed by the teacher.

Do not create distractions

- Outbursts and interruptions are unacceptable.

School Rules

- All school rules, as addressed in the Student Handbook, are to be followed.

Cell Phones, Smart watches, and other devices

- Cell phones, Smart watches, Air pods, earbuds, headphones, and other devices should not be seen, heard, or used in school from 8:15 AM-3:45 PM.

Respect! Respect! Respect!

- **“Have confidence in your leaders and submit to their authority, because they keep watch over you as those who must give an account. Do this so that their work will be a joy, not a burden, for that would be of no benefit to you.” Hebrews 13:17**
- **“So, in everything, do to others what you would have them do to you, for this sums up the Law and the Prophets.” Matthew 7:12.**
- All students are to show respect to the administration, staff, teacher, classmates, and themselves at all times. If a staff member or another student is addressing the class, others are to be quiet.

Disciplinary Responses to Student Misconduct

Level I

Minor misbehavior on the part of a student that disrupts orderly classroom procedures or interferes with the orderly operation of the school. These misbehaviors can usually be handled by an individual staff member but sometimes require the intervention of campus administration.

Disciplinary Response Procedures:

- This is immediate intervention by the staff member who is supervising the student or who observes the misbehavior
- Repeated misbehavior may require a parent/teacher conference or a conference with the administrator.
- A proper and accurate record of offenses and disciplinary action is maintained by the staff member on Infinite Campus.

Examples - but not limited to:	School Options - but not limited to:
● Classroom disturbance ● Failure to comply with school rules ● Horseplay ● Not prepared for class ● Defiant or failure to complete assignments or carry out directions ● Inappropriate use of language or actions ● Classroom tardiness ● Dress code violation ● Dishonesty/Plagiarism/Misuse of AI	● Conference with teacher ● Parent contact/conference ● Conference with the principal ● Counseling ● Withdrawal of privileges ● Classroom detention ● Assigned seating

Level II

Frequent or serious misbehavior that tends to disrupt the learning climate of the school. These infractions, usually resulting from the continuation of Level I misbehaviors, require the intervention of personnel on the administrative level because the execution of Level I disciplinary options has failed to correct the situation. Also included in this level are whose educational consequences are serious enough to require corrective action on the part of the administrative personnel.

Disciplinary Response Procedures:

- The student is referred to the administrator through a behavior referral from the classroom teacher in Infinite Campus for appropriate disciplinary action.
- The administrator meets with the student and/or teacher and responds with the most appropriate response.
- The teacher is informed of the administrator's action.
- A proper and accurate record of the offense and disciplinary action is maintained by the administrator on Infinite Campus.

Examples - but not limited to:	School Options - but not limited to:
● Repetition of Level 1 misbehaviors ● Truancy ● Using forged notes or excuses ● Disruptive school behavior ● Unauthorized possession of other's personal property ● Insubordination Inappropriate physical behavior ● Offensive action and/or language directed toward employees or students ● Skipping class ● Dishonesty Fighting (minor) ● Vandalism (minor) ● Bullying ● Dress code violation	All Level I options plus the following– ● Conference with principal ● Work assignment ● Counseling ● Detention ● Suspension from participation in and/or attendance at extracurricular activities ● In School Suspension ● Out of School Suspension ● Financial and/or other in-kind restitution

Level III

Acts directed against persons or property, but whose consequences do not seriously endanger the health or safety of others in the school. These acts might be considered criminal, but most frequently can be handled by the disciplinary mechanism in the school. Correct measures that the school should undertake; however, depend on the extent of the school's resources for resolving the situation in the best interest of all students.

Disciplinary Response Procedures:

- The student is referred to the administrator through a behavior referral from the classroom teacher for appropriate disciplinary action.
- The administrator initiates disciplinary action by investigating the infraction.
- The administrator meets with the students and confers with the parents about the misconduct and resulting disciplinary action.
- A proper and accurate record of the offense and disciplinary action is maintained by the administrator through FACTS.

Examples - but not limited to: ● Repetition of Level 2 misbehaviors ● Fighting ● Vandalism ● Possession of stolen property ● Stealing ● Threats to others (serious) ● Major disruptive school behavior ● Unlawful trespassing ● Possession or use of unauthorized substances ● Dishonesty ● Offensive action and/or language directed toward employees or students ● Defiance of school policy ● Bullying	School Options - but not limited to: All level 2 options plus the following– ● Loss of privileges ● Contact law enforcement ● Temporary removal from class ● Detention ● In School Suspension ● Out of School Suspension ● Financial and/or other in-kind restitution
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Level IV

Acts that result in violence to another person or property or which pose a direct threat to the safety of others in the school. These acts are clearly criminal and are so serious that they always require administrative actions which could result in the immediate removal of the students from school, the intervention of law enforcement authorities, and/or action by the Head of Schools and the School Board.

Disciplinary Response Procedures:

- The administrator verifies the offense, confers with the staff involved and meets with the student.
- The student is immediately removed from the school environment. The parents are notified.
- School officials contact law enforcement agencies (if needed).
- A complete and accurate report is submitted to the Head of Schools for possible board action.
- The student is given a full due process hearing before the Board of Education if required by law.

Examples - but not limited to: Repetitive Level 3 Behaviors Extortion Possession/use/transfer of dangerous weapons/property Possession/transmission of pornographic images or materials Arson Assault/Battery Furnishing/Selling/Possession of unauthorized substances Vandalism Theft/possession/sale of stolen property Bomb threat Bullying	School Options - but not limited to: All level 3 options plus the following– • Permanent loss of privileges • Expulsion • Withdrawal from the school
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Bullying, Cyberbullying, and Hazing:

Wichita Christian School strictly prohibits bullying, including hazing, and cyberbullying on school grounds, at any school function, or on school transportation.

Bullying is unacceptable at WCS. If a person is not laughing and asks to be left alone, stop. Victims of bullying should confide in a school official at WCS and their parents. All accusations of bullying will be investigated. If substantiated, a parent conference will be scheduled with the student who has been involved in the bullying offense. Further incidents will result in additional consequences which are outlined in this document.

Definitions:

Bullying – Intimidation, unwanted aggressive behavior or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; substantially interferes with the educational performance, opportunities, or benefits of any student without exception; or substantially disrupts the orderly operation of the school. Bullying may consist of physical actions, including gestures, or oral, cyberbullying, electronic, or written communication, and any threat of retaliation for reporting such acts.

Cyberbullying – Bullying as defined above through the transmission of a communication including, but not limited to a telephone, wireless telephone, or other wireless communication devices, computers, or social media. The District has jurisdiction to prohibit cyberbullying that originates on a school campus, or at a District activity if the communication was made using District technological resources, if there is sufficient nexus to the educational environment, or if the electronic communication was made on the school's campus or at a District activity using the student's own person technological resource

Hazing- is any intentional act, whether physical, verbal, or psychological, that is

committed as part of an initiation into a group, team, or organization and that causes—or is likely to cause—humiliation, degradation, embarrassment, abuse, or harm to a student, regardless of the student’s willingness to participate.

Hazing may include, but is not limited to:

- Physical acts such as forced exercise, physical punishment, or exposure to unsafe conditions
- Verbal abuse, intimidation, or harassment
- Coercion to perform embarrassing, degrading, or inappropriate activities
- Any activity that endangers a student’s physical, emotional, or mental well-being

Bullying and Hazing of any kind is unacceptable at WCS. If a person is not laughing and asks to be left alone, STOP. Victims of bullying should confide in a school official at WCS and their parents. All accusations of bullying will be investigated. If substantiated, a parent conference will be scheduled with the student who has been involved in the bullying offense. Further incidents will result in additional consequences which are outlined in this document.

Behaviors calling for immediate referral to the Principal/Vice Principal:

Examples include but are not limited to: Fighting, flagrant profanity or vulgar language, dangerous driving, obscene gestures, vandalism, sexual harassment, damage, or destruction of school property (over \$100 damage), possession or transmission of sexually explicit material, racist remarks.

Behaviors calling for immediate expulsion:

Examples include but are not limited to: Bringing weapons on campus, possession, distribution or use of drugs, alcohol, or tobacco (including vape materials) on campus or at a school related activity, vandalism, or physical aggression on school faculty or students, criminal activity, incorrigible behavior, off campus behavior that reflects negatively on the student or the school and as defined and described in the WCS Statement of Faith Regarding Marriage and Sexuality in board policy.

Procedures Relating to Suspensions and Other Disciplinary Consequences:

The school superintendent will be informed of all disciplinary incidents referred to the principal or principal’s designee. Disciplinary actions will be applied to behaviors occurring on and off campus.

Suspension takes effect immediately. If suspension is an out-of-school suspension, parents must remove the student from the school. If this is not possible, the student will be removed from contact with students, but the term of the out- of-school suspension will not begin until the student is removed from school grounds. An out- of-school suspension will last for 48 hours from the time the student is removed from the school grounds. The Superintendent will be notified of any student who has received suspension/expulsion as discipline. All notifications will be kept confidential.

Any student who is serving a suspension (in-school or out-of-school) as discipline shall not take part in any extra-curricular school sponsored activity for the duration of the suspension.

Appeals may be made following the Problem Resolution guidelines. WCS reserves the right to suspend students from attending WCS activities on and off campus indefinitely.

Public Display of Affection Policy:

WCS requires that all physical displays of affection be limited to holding hands while on school property or in attendance at school-sponsored events. Noncompliance with this guideline will result in disciplinary action.

School/Self Representation:

Every student will be held accountable for his or her representation of WCS on social media (i.e., Facebook, Twitter, Instagram, Snapchat, Tik Tok, etc.) or otherwise as long as he or she is enrolled. Students are required to behave, both on and off campus, in a way that will bring honor and respect to God, to their families, to themselves, and to our school. WCS students must set a Christian example in attitude and behavior.

K-12 Dress Code

Purpose

The Wichita Christian School dress code exists to support a focused learning environment and reflect biblical values by emphasizing character over appearance.

1. Clothing shall not distract from instruction or promote competition centered on fashion or trends.
2. Student appearance shall reflect modesty, self-respect, and honor God, recognizing that worth comes from the heart rather than outward appearance (1 Samuel 16:7).

Monday, Tuesday, and Thursday Policy

Tops (Only the following are permitted)

- Solid-colored collared shirts (branded shirts are allowed with a small brand insignia on the chest)
- Button-down shirts (branded shirts are allowed with a small brand insignia on the chest)
- Monogrammed WCS collared shirts
- Solid color or WCS branded crew neck/¾ zip and full zip sweatshirts may be worn but the collar of the shirt must be visible

No t-shirts, hoodies, graphic shirts, or non-collared tops are permitted on these days.

Shirts must:

- Fully cover the torso (front and back)
- Not be sheer, cropped, low-cut, or form-fitting

Wednesday Uniform Policy (Mandatory)

Tops

Every student must wear one of the following every Wednesday and on all school field trips:

- A monogrammed WCS collared shirt:
 - Black collared shirt worn with khaki bottoms, OR
 - Royal blue collared shirt worn with black bottoms

- Uniform shirts may be purchased through Splat Ink, Gentry's, or Lands' End (School ID #900120783).

Bottoms must be dress code approved, either black or Khaki in compliance with the above stated uniform policy

Outerwear on Wednesdays (Indoors)

Only the following are permitted:

- Solid black jacket
- Black jacket with official WCS monogram (full zip or ¾ zip)
- Earned WCS letter jacket (approved vendors only)

No other jackets, hoodies, sweatshirts, or outerwear are permitted indoors on Wednesdays

Friday Dress Code Policy

Tops

- Only Wichita Christian School t-shirts, sweatshirts & hoodies are permitted
- Solid-colored collared shirts
- Solid-colored button-down shirts
- Monogrammed WCS collared shirts
- Shirts must be worn with approved bottoms and meet all modesty standards

Bottoms (Monday-Friday)

Approved Bottoms

- Pants, skirts, skorts, capris, or walking shorts must be:
 - Black, Khaki, or Denim (blue only)

Fit and Length Standards

- Bottoms must be worn at or above the hip bone at all times.
- Shorts, skirts, or dresses must be mid-thigh or longer in length. (Administrators have the authority to decide what is acceptable in length.)
- Skirts must be worn with:
 - Modesty shorts or
 - Solid black leggings (leggings alone do not qualify as bottoms)

Prohibited Bottoms

- Joggers of any kind
- Sweatpants
- Leggings worn as pants
- Jeggings
- Sagging pants
- Cargo pants with sagging or external pockets
- Athletic or exercise clothing outside the gym
- Clothing with holes, tears, rips, or frayed edges

Outerwear (NON-WEDNESDAY)

Permitted:

- WCS crewneck sweatshirts with shirt collars on the outside of the sweatshirt.
- Plain, solid-colored jackets, sweaters, or cardigans
- Earned WCS letter jacket (approved vendors only)

Not Permitted: Logos, graphics, slogans, or branding (other than WCS)

Footwear (ALL DAYS)

- Shoes must adequately protect students' feet.
- Permitted:
 - Closed-toe shoes (preferred)
 - Sandals with a substantial sole (ex: Birkenstock & Crocs)
- Not permitted:
 - Flip-flops
 - Shoes with wheels
 - House shoes
 - Open-toe or open-back sports slides
 - Shower shoes

Physical Education Requirement

- Closed-toe athletic shoes are required daily.
- Gym shoes may be worn only inside the gym.

General Appearance Standards (all grade levels)

In effect during school hours and all school-related activities

Clothing & Accessories

- Undergarments must not be visible at any time.
- Prohibited items include:
 - Studded belts
 - Chains hanging from belts or belt loops
 - Dog collar necklaces
 - Fishnet gloves or sleeves
 - Fishnet stockings
 - Racerback tanks
 - Strapless tops
 - Spaghetti straps
 - Off-the-shoulder or bare-shoulder shirts
 - Clothing exposing cleavage (front or back)
 - Bare midriffs
- Hats or head coverings are not permitted inside WCS buildings except for approved special events.

Grooming

- Hair must be clean, neatly groomed, and not obstruct vision.
- Hair color must be a naturally occurring color only (no Creative colors).

- Facial hair (if worn) must be clean and neatly trimmed.
- Jewelry and makeup must be minimal and non-distracting.

Tattoos & Piercings

- Tattoos are not permitted.
- Body piercings are not permitted (only ear piercings for girls)
- Earrings are not permitted for boys.

After School Events and School Sponsored Activities Off-Campus:

The following are not permitted:

- Bare midriffs
- Short shorts
- Strapless tops
- Improper logos or messaging
- Visible undergarments

Leggings may only be worn if covered by a top extending to fingertip length or longer while standing.

Students not in compliance may be removed from the event.

Enforcement & Consequences

- Non-compliance with the dress code will result in disciplinary action.
- Wednesday Uniform Violations:
 - Two violations in a grading period → Full school uniform required for one full week
 - Three violations in a semester → Saturday detention and two weeks in full uniform

The administration retains final authority in determining dress code compliance.

Computer/Internet Use Policy:

WCS I.T. REGULATION 12-1

Wichita Christian School believes that the Internet has much to offer with its wide variety of resources. Access to the Internet provides a wealth of information resources, research opportunities, communication services and international exposure in ways that would be otherwise unavailable. Because there is such a wealth of information available on the Internet, material not considered to be of educational value is also available. Some material may contain items that are offensive, satanic, or illegal. We have taken precautions to limit access to such materials through the use of Internet filters. It is, however, impossible to control all access to such information and a user may find such material either deliberately or by accident. We believe, however, the benefits to students from online access outweigh the possibility that a user may obtain material inappropriate for an educational setting. We desire that this resource be used in a manner that ensures the continued smooth operation of our computer network and that it will fit into our overall goals and objectives for students at WCS. The Internet user is held responsible for his/her actions when online. All users, therefore, must abide by the guidelines that we are outlining here. If a user violates these guidelines, further access to the Internet and/or use of computers at WCS may be denied. Basic rules will be gone over with users of the network/Internet in instructional sessions.

Guidelines:

1. **Access is a privilege, not a right.** This privilege requires consideration and responsibility on the part of the user. Inappropriate use will result in the suspension or cancellation of computer privileges. The school administration and system administrator will determine what inappropriate use is. The administration, faculty or staff may request that the system administrator deny a specific user access.
2. Internet access will be permitted only for those who are authorized to use the system and only for an authorized purpose.
3. Students and staff are expected to use good behavior, proper etiquette, and act responsibly, politely, and ethically as they use the Internet.
4. Students and staff will be held accountable for any information they publish on the Internet that is publicly accessible or accessible to a large number of people, i.e., Facebook or social networking sites. Parents will be called in cases of inappropriate postings. In the presence of administrators, students will be required to remove such posts and other consequences will be invoked; for example, detention, or in extreme cases – expulsion.
5. Users are not permitted to use the school computer resources for commercial purposes, product advertising, political campaigning, or lobbying.
6. Network users are not permitted to transmit, receive, submit, or publish any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, offensive or illegal material.
7. Physical or electronic tampering with computer equipment is not permitted. This includes, but is not limited to, deliberate changing of settings, activating screen savers, installation of unauthorized software, vandalism, “hacking” or other disruption in the operation of the computer or network. Users shall be responsible for damages to equipment, systems, and software from deliberate acts. Any and all costs incurred by WCS for repairs, and/or replacement of software, hardware, and data files shall be the **responsibility of the user** who created the problem.
8. Users must not violate copyright laws in the use, installation, distribution, duplication, or modification of copyrighted material. Plagiarism will not be tolerated. **Users must not violate the Privacy Act of 1974.**
9. Student Internet users will in no way use the network for financial gain nor carry out financial transactions of any kind. **(i.e.) Craig’s List, eBay, Amazon, banking, buying/selling securities, bill payments or online businesses while at school.**
10. If a user discovers a security problem in the school’s computer network, they will notify the system administrator. They will not demonstrate the problem to others. Users shall not attempt to “hack” the computer system.
11. Users must not use another’s account or password or reveal passwords to others. A user must not attempt to impersonate another person nor use the network to disrupt the work of others or use other folders, work, data, or files.
12. Students shall not use a computer logged in under another student’s name. Students are not to use a computer logged in under a teacher’s name.

13. Users are not to post notes to newsgroups or bulletin boards (i.e., SnapChat, Facebook, Instagram, and Pinterest) nor enter any chat rooms. Internet users shall not reveal addresses, phone numbers or other personal information to others on the Internet.
14. Information retrieved by a user is that person's responsibility and at his own risk. Wichita Christian School assumes no liability for the accuracy of any information from the Internet. WCS is not responsible for the loss of data, delays, lack of delivery of information or service interruptions. Although every effort will be made to ensure a reliable connection, there may be times when the Internet service is "down" or unavailable.
15. Students may not download files from the Internet nor upload to/through the school network unless granted permission from a faculty member. Any such files must be checked by a virus scan.
16. Users shall realize that communications over the network are not guaranteed to be private. System administrators may review files, messages, or data to ensure that the system is being used responsibly. Messages supporting illegal activities may be reported to the authorities. **Users' computers will be inspected at random by system administrators.**
17. Users shall not load unauthorized games, programs, files, or any other media on any school computer system. This includes the use of flash or thumb drives, external hard drives, SMART phones, and internet TABLETS. **The computers at WCS are educational tools and are not to be used for one's personal use or recreation.**
18. Students must be logged in to the student access point at the school. Students may not log into a hotspot on their phones. Students who do this will be required to turn in their phones to the office while using their laptop.

Any violations of the above guidelines **in this regulation will** result in loss of computer access, as well as other disciplinary or legal action that is consistent with and in accordance with the applicable local, state, and federal laws.

WCS REGULATION 12-2

Electronic Communication and Data Management

PHILOSOPHY AND PURPOSE

WCS may provide an electronic communications network and Internet access to electronic mail, voice mail, databases, libraries, museums, and other information sources for the following limited purposes:

1. Promote educational excellence in its schools by facilitating resource sharing, innovation, and communication.
2. Improve learning and reach the school's instructional goals.
3. Achieve effective and efficient administration at all campus levels.

Any use of the school's information and communication systems and resources by authorized users must be in furtherance of these limited purposes and conform to the school's expectations for legal, efficient, and ethical use.

INTERNET SAFETY AND LIMITATIONS ON SITE ACCESS

Recognizing that the Internet can give access to sites containing information that is obscene, child pornography, or harmful to minors or that would be otherwise inappropriate for distribution to students, unsuitable for use in the approved curriculum, or irrelevant to accomplishing the school's stated purposes for operating an Internet-accessible network, the school has installed technology protection measures to filter, screen, analyze, and block site content in an effort to make it more difficult for students or staff to gain access to such material through the school's network.

IT support personnel **and/or** designated campus administrators may disable technology protection measures during use by an adult to allow access to otherwise prohibited or blocked sites or information for **bona fide** research or other acceptable purposes under this policy. Nonetheless, the school makes no representation that it can control access to all Internet sites.

Network users are responsible for their actions in accessing available resources and will be held accountable for receiving information that is inconsistent with the requirements for acceptable and unacceptable use of the network and Internet.

Authorized Users

Wichita Christian School permits individuals in the following categories to become authorized users of its computer network (intranet) and/or have access to the Internet, subject to administrative regulations developed by the Information Technology (IT) support personnel and approved by the Superintendent:

1. Campus administrators and campus administrative support employees.
2. Instructional personnel.
3. Instructional support and student services personnel, i.e., librarians, counselors, and school nurses.
4. Students in grades K-12. Students in grades K-12 may have access through class accounts and regulations for those accounts.

To become an authorized user, a person must sign the Technology User Agreement, and return the form to the school office, where personnel will transmit it to IT support personnel. Minor students applying for a user account must return signed Technology User Agreements for both the Parent and the Student.

GENERAL REQUIREMENTS FOR NETWORK AND INTERNET USE

Student and employee use of the school's computer network (intranet) and/or access to the Internet must be in accordance with this policy. No account sharing will be permitted, and each authorized user is responsible for all activities, transmissions, or actions that occur under that account identifier.

Any user who identifies a security problem with the network must immediately notify the campus administrator and **is not** to communicate the problem to any other person.

MONITORING USE

Use of a personal network account through the school's system is voluntary and constitutes a privilege provided by the school, not a right. All network usage is subject to monitoring, examination, and investigation by the system administrators without prior notice or the specific consent of the user. By signing the User Agreement, each authorized user acknowledges the possibility of such monitoring and consents to it.

Professional employees overseeing student instructional use of the school's computer network or access to the Internet will be vigilant in determining that students are using the school's system only in compliance with this policy to enhance student safety and security, particularly when students are using

electronic mail, chat rooms authorized under this policy, and other forms of direct electronic communication.

SUSPENDING OR REVOKING PRIVILEGES

Access to the network, the Internet, or both may be suspended or revoked, and user IDs deleted if a student or employee is determined to have violated this regulation or the User Agreement each user signs as a condition for obtaining access to the school's network (intranet) and/or the Internet.

Any user identified as a security risk or who has a history of violations with other computer systems will be denied access to the network. A user whose access has been suspended or revoked may request a conference with the principal and IT support personnel to discuss the basis for that action and have an opportunity to respond. A decision by the administration to suspend or revoke system privileges may be appealed following the "Steps for Problem Resolution," (page 23 in the Student Handbook). System privileges are revoked during any appeal. **Once the appeal procedure is completed and the decision is handed down by the Superintendent or school board not to resume system privileges then the decision will be deemed as FINAL. If through the appeal procedure the decision is to resume privileges, then full privileges will be granted.**

Acceptable Use

Any use described below is deemed "acceptable" and consistent with the User Agreement and WCS REGULATION 12-2. Occasional personal use is acceptable **ONLY** during **non**-instructional or break/lunch periods.

UNACCEPTABLE USE

Any of the following uses are deemed "unacceptable" and a violation of the Technology User Agreement and this policy. The final decision regarding whether any given use of the network or Internet is unacceptable lies with the Superintendent or designee, in consultation with IT support personnel.

Unacceptable use includes:

1. Unauthorized use of copyrighted material, including violating School software licensing agreements and sharing of copyrighted audio files.
2. Posting or distribution of threatening, racist, harassing, excessively violent, sexually explicit, or obscene material.
3. personal or political use to advocate for or against a candidate, officeholder, political party, or political position; research or electronic communications regarding political issues or candidates shall not be a violation when the activity is to fulfill an assignment for class credit.
4. Participating in chat rooms other than those sponsored and overseen by the school.
5. tampering, i.e., accessing, reading, deleting, copying, or modifying, with the electronic mail of other users, regardless of where the message is displayed or stored.
6. "Hacking," i.e., attempting unauthorized access to any computer whether within the school's network or outside of it.
7. Any use that would be unlawful under state or federal law.
8. Unauthorized disclosure, use, or distribution of personal identification information regarding students or employees.
9. Forgery of electronic mail messages or transmission of unsolicited junk e-mail chain messages.
10. Use that violates the student code of conduct or employee standards of conduct.
11. Use related to commercial activities or for commercial gain by a student or employee.
12. Advertisement for purchase or sale of a product; or
13. Online gaming that is not deemed educational and/or part of the curriculum.

Serious Violations

If Administration determines that a student's or employee's use of the system violates the student code of conduct or employee standards of conduct and that disciplinary action other than or in addition to suspension or revocation of system privileges is warranted, those disciplinary actions will be in accordance with the applicable policies. Egregious violations of the user policy may be grounds for termination/dismissal.

SYSTEM OR OTHER USER INTERFERENCE

Users must not attempt to exceed, evade, or change established resource network quotas and protocols, i.e., allocations of local hard drive storage space or network time. **Wichita Christian School's** quotas are designed to ensure all users have a fair opportunity to access resources.

Vandalism and mischief are prohibited.

Vandalism as defined by **Wichita Christian School** includes any and all attempts to knowingly harm or destroy another user's data on the network or on any network connected to **Wichita Christian School's** network and any deliberate creation or propagation of a computer virus(es).

Mischief as defined by **Wichita Christian School** includes any and all attempts to knowingly interfere with another user's work, such as attempts to delete, examine, copy, or modify data, files, fields, or any other element of another user's information.

Disclaimer

Wichita Christian School makes no warranties of any kind, expressed or implied, for its network facilities and bears no liability for users' copyright violations; users' inappropriate or tortuous use of the network system or resources; any damages incurred by users, including loss of data resulting from the action or inaction of any School employee or a user's errors or omissions; and phone charges, credit card charges, or any other charges incurred by users without prior school authorization and according to established purchasing procedures. **Wichita Christian School** specifically denies any responsibility for the accuracy, age-appropriateness, or quality of information obtained through its network facilities.

INTELLECTUAL PROPERTY RIGHTS

Students retain the copyright and all other intellectual property rights to works of any kind they create using the school's electronic information resources and system, including those created in fulfillment of course requirements or through participation in extracurricular activities. The school is the copyright owner of any work created or developed by an employee within the scope of his or her employment, regardless of whether the work is prepared at school using school equipment or out of school using personally owned or other equipment.

WCS I.T. Regulation 12-3

Computer/Internet User Agreement

Finally, brothers, whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable--if anything is excellent or praiseworthy--think about such things. Philippians 4:8

Expectations and Condition:

1. It is my responsibility to avoid abusive conduct which would include, but is not limited to, the altering of system software, placing unlawful information, computer viruses or harmful programs on or through the system, in either public or private files or messages.
2. I am accountable for the use of my password. **I will not reveal my password to anyone.** I will not use the passwords of others.
3. I will not use the school's computers to obtain, view, download, send, print, display or otherwise gain access to or transmit materials that are unlawful, obscene, pornographic, or abusive.

4. I will not use the school's computers to harass, insult, bully, or attack others.
5. I will only use WCS authorized software on the school's computer system.
6. I will use all computer equipment for the purpose for which it is intended. I will not tamper with terminals, associated equipment, or otherwise disable the system.
7. I will not change, copy, rename, read, delete, or otherwise access files or software that I did not create unless I have permission to do so from the IT support personnel or IT faculty.
8. I will not use the schools' computer for anything other than course-related work.
9. I will not violate copyright laws or use the school's computers for commercial purposes.
10. I will comply with the Privacy Act of 1974.
11. If I identify a security problem on the school's computer system, I will immediately notify the campus administrator.

Network/Internet Policy:

I will comply with the WCS rules of network/internet conduct and etiquette. These include, but are not limited to the following:

1. I will be polite and will not send abusive messages.
2. I will use only appropriate language.
3. I will not engage in illegal activities of any kind.
4. I will not reveal my personal information or the personal information of others.
5. I will only use the network account assigned to me.
6. I will use the network in such a way that I will not disrupt the use of others on the network.
7. I will not use external storage devices. These include but are not limited to USB drives, cell phones, external hard drives, and tablets

**Wichita Christian School
Technology User Agreement for STUDENT**

I have been provided with copies of WCS IT Regulations: 12-1 (**Computer/Internet Use Policy**), 12-2 (**Electronic Communication and Data Management Policy**) and 12-3 (**Computer/Internet User Agreement**).

I agree to adhere **to the stated regulations and policies, and any other** regulations that may be developed, and to any changes adopted by WCS. I also agree to **comply** with any related policies of Wichita Christian School that may be contained in Student and/or Staff Handbooks.

I understand that failure to **comply** with these policies **will** result in the loss of my access to the WCS computer system and may in addition result in the imposition of discipline under the school's conduct and disciplinary policy. I further understand that the school reserves the right to pursue **any and all** legal action (**local, state, and federal**) against me if I **knowingly**, willfully, maliciously **and/or** unlawfully damage or destroy **school property or seek to compromise any WCS databases or compromise any student, faculty, staff, or administrators' work or privacy via any electronic means onsite and on campus or off site and off campus.**

Student's Name (printed):

Student's Signature: _____ Date: _____

******By signing this agreement, you are stating that you have read and fully comprehend each WCS IT Regulation.**

**Wichita Christian School
Technology User Agreement for PARENT/GUARDIAN**

I am the parent/guardian of _____, the minor student who has signed the Wichita Christian User Agreement for student use of computerized resources. I have been provided with copies of WCS IT Regulations: 12-1 (**Computer/Internet Use Policy**), 12-2 (**Electronic Communication and Data Management Policy**) and 12-3 (**Computer/Internet User Agreement**)

I also acknowledge receiving notice that, unlike most traditional instructional and library media materials, the school's computer system will potentially allow my student access to external networks not controlled by WCS. I understand that some of the materials available through these external computer networks may be inappropriate and objectionable; however, I acknowledge that it is impossible for WCS to screen and review all the available materials. I accept the responsibility to set and convey standards for appropriate use to my student when using the WCS computer system and any other electronic media or communications.

I agree to release Wichita Christian School and its agents and employees from any and all claims of any nature arising from my student's use of the WCS computer system in any manner. I agree that my student may have access to the Wichita Christian School computer system.

I am legally/equally culpable for any and all online and computer misconduct caused by my child should my child be under the legal age of 18 years old during each occurrence of such misconduct.

Parent/Guardian's Name (printed):

Signature: _____ Date: _____

******By signing this agreement, you are stating that you have read and fully comprehend each WCS IT Regulation.**

Electronic Communication Devices Use Policy

Student's Name _____ Grade _____

Please check one of the following:

- ☐ My student does not have any electronic communication devices.
- ☐ My student does have an electronic communication device but will not have one at school.
- ☐ My student will have one or more electronic communication devices at school.

Electronic Communication Devices Use Policy

Maintaining the integrity of the learning environment is a top priority for Wichita Christian School. We understand that students must be fully engaged in learning to maximize their true potential. For this reason, the use of electronic communication devices in the classrooms is prohibited.

Electronic Communication Devices are any devices that utilize access to the internet, wifi, cellular telephone signals, or capture images, video, and/or audio. This includes, but is not limited to, cell phones, smart watches, tablets, laptops, chromebooks, and gaming devices. If students choose to use their own laptops/chromebooks instead of a school-issued one, their laptop/chromebook will be considered Authorized for Classroom Use.

By signing this contract, students and parents/guardians acknowledge the following policies:

This policy will be enforced, regardless of whether the contract is signed or not

- WCS students are NOT allowed to use an Electronic Communication Device during the school day, except for those Authorized for Classroom Use.
- Students will be permitted to have devices in their possession; however, before entering the school, they are required to turn their devices off and place them in their backpacks, out of sight, where they must remain until they are dismissed at the end of the day.
- Certain infractions will result in students immediately losing the privilege to carry an electronic device on campus. This penalty will be decided by school administrators and includes, but is not limited to, infractions such as:
 - Posting harmful material against themselves, other students, members of the WCS community, or any other persons.
 - Engaging in activities that are obviously inappropriate and not in accordance with the WCS Student Code of Conduct.
 - Threats against the school community, groups or individuals.
 - Refusal to give device(s) to a school official when they request it.
- The only exceptions to the above policies are as follows:
 - At the teacher's discretion, communication devices may be taken up, even if they are in the students' backpacks, at the beginning of each class period and returned when class is dismissed.
 - During times of testing and other evaluations, devices may be taken up by teachers or administration in order to reduce the possibility of compromised test security.
 - With the teacher's explicit permission and supervision, cell phones, laptops, chromebooks, and tablets, may be allowed for instructional purposes.

- In the event of an emergency situation that requires school evacuation or lockdown, devices may be used with volume silenced and screens dimmed.

If a student is caught violating the rules above and/or, the device will be confiscated and secured in the principal's office. The following consequences will occur:

- 1st offense -
 - \$50 fine
 - Loss of the device until the end of the next school day.
 - A device taken up on Friday will not be returned until the following Monday at the end of the school day.
- 2nd offense -
 - \$75 fine
 - Device will be turned in to the principal at the beginning of each day and returned to the student at the end of the day for four weeks.
- 3rd offense -
 - \$100 fine
 - Device will be turned in to the principal at the beginning of each day and returned to the student at the end of the day for the remainder of the semester.

STUDENT CONTRACT

I have reviewed the Electronic Communication Devices Policy provided and agree to abide by these policies and the consequences of this policy for the duration of my time at Wichita Christian School. I understand that the possession of electronic devices on the Wichita Christian School campus and during WCS events on/off campus is a privilege that can and may be revoked at any time. Furthermore, I understand that the school and its employees are in no way responsible for any theft or damage of my electronic devices on school grounds and are not obligated to investigate the loss or damage of any personal devices.

PARENT CONTRACT

I have reviewed the Electronic Communication Devices Policy provided. I understand that my student's possession of an electronic device on the Wichita Christian School campus is a privilege that may be revoked at any time by the administration. Furthermore, I understand that the school and its employees are in no way responsible for any theft or damage of my student's electronic devices while on school grounds and are not obligated to investigate the loss or damage of any personal devices.

Print Name of Student _____

Student Signature Date

Print Name of Parent _____

Parent Signature Date

Wichita Christian School
WCS PRIVACY FORM

Wichita Christian School may at times use student names or photos in official school publications or for commercial purposes. A student may also be an honoree of the school whose name, photo, or information from his/her school record requires publication (ex. GPA, or special honor such as "student of the month"). Parental consent is needed for such publication.

Please complete this form by initialing and signing where indicated and return this form to the school office. It will be filed in the student's records folder in the office.

_____ Yes, by **initialing below**, I hereby give permission for my child to be photographed, but **ONLY** for the following school and/or commercial purposes:

_____ Yearbook pictures

_____ Local newspaper articles

_____ Social media

_____ School newsletters

_____ Class pictures

_____ WCS marketing material

_____ No, I DO NOT give permission for my child to be photographed for ANY school purposes and/or for commercial purposes.

_____ I DO NOT give BLANKET permission for my child to be photographed for school purposes and/or for commercial purposes, but school staff may call me to request verbal permission for specifically described uses for which I may give my consent.

HONORS RELEASE

_____ Yes, I give permission for my child and his/her information to be honored in publications.

_____ No, I DO NOT give permission for my child and his/her information to be honored in publications.

Print Name of Student _____

Print Name of Parent _____

Parent Signature

Date

Wichita Christian School
2026-2027 WCS Parent/Student Handbook

Please sign and return this form to the office to indicate you have read the 2026-2027 WCS Parent/Student Handbook.

“I have read the Parent/Student Handbook of Wichita Christian School and agree to abide by the rules and regulations as stated.”

Please print name of Student

Signature of Student (6th – 12th Grade)

Date

Please print name of Parent/Guardian

Signature of Parent/Guardian

Date

I would prefer to be notified of school events by:

Email _____

Mail _____

Social Media _____

Student Driver Authorization Form

Parents/Guardians of a student who wishes to drive to and from school must sign below indicating their permission has been granted. If the student driver will be transporting any other students, that are not their siblings, parents must consent below.

If the passengers in a vehicle driven by a student are not siblings of the driver, a permission form must be signed by the parents of the passengers giving permission for their student to travel in the car with a student driver.

Student Driving Policy:

- Students must have a current/valid TX state driver's license; the vehicle's registration, insurance and inspection must be up to date, and the student must be insured on the vehicle.
- Students must leave vehicles immediately upon arrival at the school.
- Students may not return to their vehicle during the school day without permission.
- Students may not leave campus without receiving prior authorization from a member of the Wichita Christian School staff.
- Students may not exceed 5 miles per hour in the parking lot.
- Students may never display an exhibition of speed or drive in any unsafe manner.
- Students must drive in accordance with all laws and regulations, observing safe driving practices, speed limits and rules of courtesy on and off the campus.
- Students may only transport other students, not including the driver's sibling, if all vehicle occupants have a current parental permission form, including the driver, on file at the school office.
- Students will be responsible for any damages that occur to the facility or any vehicles.
- Students understand that driving to/from school is a privilege that can be revoked or restricted if abused or for violation of any of the above stated rules.

Consequences for Violations:

First Offense: Loss of vehicle privileges for one week.

Second Offense: Loss of vehicle privileges for a nine-week period

Third Offense: Loss of vehicle privileges for the remainder of the school year.

Texas Teen Driving Laws Prohibit:

- Driving with more than one passenger who is under 21, excluding family members
- Driving between midnight and 5:00 a.m. unless traveling to or from a school-related function or work
- Driving while using any type of mobile device, including those that are hands-free

Student Driver Parent Consent:

I, the undersigned parent/guardian, have read and understand the Student Driver Policy and Consequences listed above and do hereby authorize my student to drive to and from Wichita Christian School. I acknowledge that violation of the Student Driver Policy may result in disciplinary action, including but not limited to, the suspension or revocation of my student's driving privilege.

I do hereby acknowledge that I am responsible for my student, even if he/she is over 18 years of age. I am responsible for deciding when it is safe/unsafe to allow my student to drive, regardless of any other factors, such as inclement weather, sickness, or fatigue. By voluntarily allowing my student to operate a vehicle, I also assume the risk of loss or damage to the vehicle or any belongings within, and bodily harm, injury, or death to my student or others.

Furthermore, I agree and do hereby waive and release Wichita Christian School and any personnel from all claims and liability for any loss, damage, injury, or death arising directly or indirectly from the execution of this authorization.

Parent/Guardian Signature: _____ Date: _____

Student Driver Agreement:

By signing below, I acknowledge that I have read, understand, and do agree to abide by the Student Driver Policy listed above. I understand that driving to and from school is a privilege and carries serious responsibilities. I agree to obey all laws, regulations, and policies on and off campus and to not abuse the privilege to drive to and from school. I understand that this privilege can be revoked at any time and for any reason at the sole discretion of Wichita Christian School.

I agree to abide by the Student Driver Policy and understand that any violation may result in disciplinary action, including but not limited to, the suspension or revocation of my driving privileges.

Student Signature: _____ Date: _____

Student Driver Name: _____

Make of car: _____

Model of car: _____

License Plate #: _____

Permission to Transport Other Students

By signing below, I, as the parent/guardian of the named student, do hereby grant consent for my student driver to transport other students to and from Wichita Christian School. I understand that my student driver may only transport other students, not including the driver's siblings, if they have a current parental permission form on file at the school office. Furthermore, I agree and do hereby waive and release Wichita Christian School and any personnel from all claims and liability for any loss, damage, injury, or death arising directly or indirectly from the execution of this authorization.

_____ I DO hereby grant consent for my student to transport other students to and from school.

_____ I DO NOT grant consent for my student to transport other students to and from school.

Parent/Guardian Signature: _____ Date: _____

Passenger of Student Driver

By signing below, I, as the parent/guardian of the named student, do hereby grant permission for my student to ride with the student driver(s) listed below. Furthermore, I agree and do hereby waive and release Wichita Christian School and any personnel from all claims and liability for any loss, damage, injury, or death arising directly or indirectly from the execution of this authorization.

Approved Student Drivers:

Parent/Guardian Signature: _____ Date: _____

Off-Campus Lunch Permission Form

Wichita Christian School operates a closed-campus during the school day. Only students who are classified as SENIORS, have turned in their completed Off-Campus Lunch Permission Form, and have no tardies after lunch will be allowed the privilege of leaving campus during their lunch.

While off-campus, students are not under the supervision of Wichita Christian School personnel; however, they are expected to behave appropriately. Lunch privileges are still subject to the rules of student conduct which apply during the regular school day, and any complaints about off-campus student behavior will be handled as if the incident occurred on campus. Failure to comply with school policies during off-campus lunch will result in disciplinary action being taken and may result in the privilege being revoked.

Examples that would cause loss of privileges:

- Forgery of parent/guardian signature
- Excessive Tardies or Unexcused Absences
- Driving/Parking Violations
- Not Adhering to Off-Campus Restrictions
- Leaving Campus without Authorization
- Complaints about student's off-campus behavior
- Encouraging, transporting, or socializing off-campus with students that do not have off-campus permissions

Please check the boxes below that you, as the parent/legal guardian approve. Failure to check the box will mean that your student is not permitted to do the task listed.

- ☐ My student may drive his/her own vehicle for off-campus lunch
- ☐ My student may drive other approved students for off-campus lunch.*
- ☐ My student may ride with other approved students for off-campus lunch.*

* Approved students are those that the parent has approved in all required paperwork, who have completed and turned in all required forms, and meet all off-campus lunch requirements.
Parent Consent for Off-Campus Lunch:

As the parent/legal guardian of the above-named student, I am aware of the off-campus lunch privilege available to my student per Wichita Christian School policy. By signing this form, I do hereby consent to my student leaving campus for his/her lunch and fully understand that the school will not provide supervision during my student's time off-campus. My student and I, as the parent/legal guardian, will be fully liable for my student's actions while away from campus. Furthermore, I do hereby understand that Wichita Christian School assumes no liability for any accident or injury incurred while my student is off-campus.

As the parent/guardian of the above-named student, I do hereby understand that this is a privilege, not a right. If my student is referred to the administration for any reason resulting in disciplinary action, he/she may have this privilege revoked. I also agree that should my student

act inappropriately while off-campus by violating any of the expectations above, in the WCS Handbook, or engaging in inappropriate or illegal conduct, this privilege shall be revoked. Furthermore, I do hereby understand that any missed/tardy classes due to Off-Campus Lunch will be considered unexcused.

Parent/Guardian Signature: _____ Date: _____

Student Agreement for Off-Campus Lunch:

As the student, I am aware of the Off-Campus Lunch privilege available to me per Wichita Christian School policy. By signing this form, I do hereby acknowledge that I will be fully liable for my actions while away from campus. I do hereby understand that Wichita Christian School assumes no liability for any accident or injury incurred while I am off-campus.

As the student, I also understand that this is a privilege, not a right. If I am referred to administration for any reason resulting in disciplinary action, this privilege may be revoked. I also agree that, should I act inappropriately while off-campus by violating any of the expectations above, in the WCS Handbook, or engaging in inappropriate or illegal conduct, this privilege shall be revoked. Furthermore, I understand that any missed/tardy classes will be considered unexcused.

Student Signature: _____ Date: _____