

# **LIBERTY**

# **CHRISTIAN SCHOOL**

*A Distinctively Christian Education  
in a Safe, Family Environment*

## **The Liberty Way**

THE STUDENT HANDBOOK OF LIBERTY CHRISTIAN SCHOOL

STUDENT HANDBOOK

# The Liberty Way

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Liberty Christian School  
2626 S. Palmetto Avenue – Sanford, FL 32773  
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Liberty Christian School is a ministry of

*Palmetto Avenue Baptist Church*

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## General Information

*This section contains general information about Liberty Christian School including its organization & chain of command, doctrinal statement, mission statement, philosophy of education, and faculty & staff,*

### Organization & Chain of Command

Liberty Christian School is a ministry of Palmetto Avenue Baptist Church. Therefore, the lead pastor of the church is responsible for the overall administration of the entire ministry and will carry the title of school administrator.

Day-to-day operation of the school is entrusted to the administrative team. They will serve as the final authority on school matters except in such cases where they deem it necessary to involve the administrator.

Matters involving student conduct and care must first be addressed through the teachers before the administration is involved.

### Doctrinal Statement

As a ministry of Palmetto Avenue Baptist Church, Liberty Christian School holds to the statement of faith of the church. Briefly that statement is: We believe in the inspiration of the Scripture, the Triune God, salvation by grace through faith as the free gift of God, the necessity of repentance, eternal security of the believer, the prominence of the local church, baptism by immersion as the doorway to church membership, the ordinance of the Lord's Supper, the devout observance

of the first day of the week as the Lord's Day, the honoring of civil government, and the imminent return of the Lord Jesus Christ.

## **Mission Statement**

The mission of Liberty Christian School is to educate and train the whole student physically, emotionally, intellectually, and spiritually.

## **School Motto**

Liberty Christian School offers “a distinctively Christian education in a safe, family environment.” It is this motto that sets us apart from other educational institutions. This is what we strive to be.

## **Philosophy of Education**

Since the Lord requires a fit vessel, guidelines for personal habits, definite dress code, and proper activities are provided. The student is also given the opportunity to learn self-discipline and the principle that, if one cannot control his own actions and emotions, invariably someone else will control them for him. The student must honor the rights of others and respect manners, rules, and laws, all of which are designed to preserve his freedom. Not only must a young person's appearance and actions reflect the Lord Jesus Christ, but he must also have wisdom, knowledge, and understanding to serve the Lord in the task he would choose. Therefore, the Bible is not substituted for any academic subject but is integrated into the total educational program. The Bible is taught so the student will develop sound values that will govern every part of his life. Liberty Christian School seeks to send out into the world young people who will truly be champions for Christ.

## **Faculty & Staff**

The faculty of LCS fulfill personal and professional standards that reflect biblical, moral character and occupational proficiency. This includes, among other qualifications, that a faculty member be a committed and growing Christian who is qualified in his subject area as demonstrated by certification or experience. Additionally, it is very important for each faculty member to be called of God to teach and sense specifically that it is God's will for him to teach at LCS. Every effort is made to employ teachers who share the mission and philosophy of ministry and education that is unique to LCS.

As with our faculty, staff members must demonstrate a life of commitment to Christ. They must understand and be in agreement with our standards and mission. Students need positive role models, and it is our desire that staff members fulfill this need through their lives, which should be a constant example for all our students.

## Academics

*This section contains the academic information about the school including accreditation, curriculum, grading system, report cards & academic progress, high school graduation, and transcripts.*

### Curriculum

Textbooks, although important, are only one part of the curriculum. The curriculum will also include the teacher's knowledge, didactic tools, supplementary tools and materials, field trips, discussions, resource people invited to the classroom, etc. The whole curriculum is much broader than any one of its parts. When making a textbook selection, there must be sensitivity to how well the text fits into our total curriculum in that subject area. In addition, the scope and sequence of each series is considered, along with a list of other criteria. Textbooks and instructional materials from both Christian and secular publishers are used in the classroom. Materials are chosen on the basis of their worldview and their academic worth with primary emphasis on compatibility with a Christian worldview.

In our elementary grades, we primarily use materials published by ABEKA Book.

Our middle school and high school instructional materials vary by course to provide our students with the greatest opportunity to learn and grow both mentally and spiritually and include those published by ABeka Book, ACSI, Bob Jones University Press, Saxon Publishers, and others.

## **Grading System**

The grading system of Liberty Christian School follows the academic standards set by the Florida Department of Education and is as follows:

A = 90-100

B = 80-89

C = 70-79

D = 60-69

F = 59 and below

## **Report Cards & Academic Progress**

Report cards are posted electronically through MySchoolWorx after the end of each quarter (9 weeks) except the last quarter when the report cards will be made available at the end of the year awards ceremony. At the end of every three week period, a progress report will be posted to MySchoolWorx so that parents are informed of their student's academic progress. Additionally, a student's progress can be tracked at any time via the MySchoolWorx portal.

## **Late Assignment Submission**

Students are expected to submit assignments on time. Still, we do make the following provisions for late assignment submissions. This applies especially to middle & high school students. Late assignments are penalized 10 points per day for a maximum of five days. After the fifth day, the assignment should still be submitted, but the assignment will be scored as a 0. It is important that students complete every major assignment and more than two-thirds of homework assignments. This late submission policy accommodates to the Make-Up Work Policy listed in Section 4 of this handbook.



## High School Graduation

A student may receive his diploma upon completion of all graduation requirements, particularly including the earning of twenty four (24) credits in accordance with guidelines determined by the state of Florida. The guidelines are listed below:

- 4 English Credits
- 4 Math Credits
- 3 History Credits
- 3 Science Credits
- 1 Fine/Performing/Practical Arts
- 1 Physical Education Credit
- .5 Life Management Credit
- 7.5 Elective Credits

### College Prep Diploma

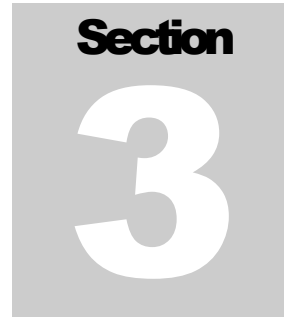
If a student desires to attain a diploma designated as College Preparatory, he must also satisfy the following additional guidelines:

- GPA of 3.0 or higher
- As & Bs only throughout high school
- 2 sequential years of the same foreign language
- Math must include: Alg. 1, Geometry, & Alg. 2
- Science must include: Chemistry or Physics

Liberty Christian also emphasizes community service. This not only encourages students to be responsible citizens, but it will also assist them in attaining college scholarships. Therefore, there is a 100 hour community service requirement for graduation. These hours may be completed at any time during the student's time in high school.

## Transcripts

Please provide at least one week notice for transcripts. Upon graduation, one set of records will be sent to the institution of your choice. Additional transcripts may be sent at the fee of \$20 per transcript.



## Admissions

*This section contains information about admissions including application information, financial information, scholarship acceptance, and health requirements.*

### Application Information

Applications are to be submitted to the school office.

Additionally, students entering grades 6<sup>th</sup>-12<sup>th</sup> must also make an appointment with the administration for an interview. The parents of the student must be present at the interview. We also request that families bring the student's most recent report card and education plan (if applicable). This interview is designed to ensure that Liberty Christian School is the best educational environment for the student.

The school also reserves the right to decline admission and to place a child in a lower grade if deemed necessary.

Re-enrollment is conditional upon acceptable progress and conduct during the previous school year.

### Financial Information

The fee schedule detailing tuition, enrollment, book, athletic, and graduation fees is updated annually and is available through our website or the school office.

Student accounts may be paid by cash, check, or credit card. All payments are expected to be made in a timely manner and late payment fees will be assessed as

## **A D M I S S I O N S**

needed. If accounts are not settled in accordance with the published fee schedule, students may be denied entrance to the classroom.

A student who attends any part of a tuition period will owe for the full period.

Report cards and student transcripts will be withheld until student accounts are settled.

### **Scholarship Acceptance**

Liberty Christian School enrolls scholarship students who are participating in the Florida Tax Credit Scholarship and the Family Empowerment Scholarship. Student receiving Family Empowerment Scholarship for Unique Abilities will be screened for admittance to ensure that Liberty Christian School has facilities appropriate for their academic, behavioral, and health needs. Other scholarships may be accepted but must be approved by the administration.

### **Health Requirements**

Florida law requires a physical examination by a Florida doctor and compliance with all required immunizations. A copy of the student's birth certificate, immunization record, physical examination record, and social security number must be in the school file.

## Attendance & Progression

*This section is adapted from the Seminole County Public School System and contains information about attendance and progression including a definition of attendance, excused absences, unexcused absences, make-up work, early check outs, tardiness, credit denial, attendance requirement for driving privilege, high school credit, and high school graduation.*

### Definition of Attendance

School begins at 8:15am and concludes at 3:00pm each weekday. Any student arriving before 8:00am or remaining beyond 3:15pm must participate in the Before/After School Child Care. The cost of this service is provided on the fee schedule.

Class attendance is defined as the student being present and in class for ninety percent (90%) of an assigned class period. The MySchoolWorx online portal will reflect and maintain the official record of attendance by class period of instruction.

### Excused Absences

Parents may provide to the school office documentation justifying their child's absence(s) from school.

The administration of the school has the authority to grant permission for a student to be absent from school.

After an absence, immediately upon return to school following an absence, parents should provide the school with documentation indicating that one of the following has occurred if they wish an absence(s) to be excused:

- Medical treatment by a licensed physician
- Law enforcement order or court subpoena requiring the student's attendance
- Death of a family member
- Natural disaster
- Other circumstances approved by the administration

## **Unexcused Absences**

Absence from class for any reason other than those listed in the above section shall be considered unexcused.

## **Make-up Work**

A student who is absent is required to make up all coursework missed, regardless of whether the absence is excused or unexcused. It is the student's responsibility to obtain assignments upon returning to class immediately following an absence.

The student shall have the number of days they were absent to complete and hand in make-up work for credit. Specific arrangements must be made with the student's teacher(s).

## **Early Check Outs**

Students may not leave campus early without permission from the office. Medical or dental appointments should be scheduled for after school hours. If for any reason a student needs to check out, the parent/guardian must send a note with the student. The student will be required to produce the note in order to check out. If a student becomes ill or injured, the parent/guardian will be notified before the student will be allowed to leave campus. At check-out, the

parent or guardian must sign the ledger in the school office as a record that the student departed early.

## **Tardy Policy**

A student who is not in his/her seat or assigned location when class begins is considered tardy.

Students who arrive to school after 9:30am must check in with the office before proceeding to class.

A doctor visit, with a note from the physician, is considered an excused tardy.

## **Excessive Absences & Credit Denial**

When a scholarship student misses five or more consecutive days, the scholarship funding organization will be notified on the next Attendance Verification Report.

Any student who accumulates fifteen consecutive absences without excuse may be reported as truant to local authorities.

High school students who accumulate ten (10) or more unexcused absences in a semester may be denied academic credit for any courses with such absences.

## **Driving Privileges**

Pursuant to 1003.21(3), F.S., any student between fourteen (14) and eighteen (18) years of age who accumulates fifteen (15) unexcused absences in any ninety (90) calendar day period is ineligible to obtain or retain driving privileges.

## **High School Credit**

One (1) full credit for high school graduation is defined as two semesters of seventy-five (75) hours each of instruction in a designated course which contains student performance standards.

Students are expected to be enrolled and in attendance for a minimum of ninety percent (90%) of the days per semester if they desire to receive credit.



## Student Conduct

*This section contains information about student conduct including the expectation of respect, the standard of dress, contraband items, and the use of the school name.*

### Expectation of Respect

In accordance with our pursuit of being “a distinctively Christian education in a safe, family environment,” Liberty Christian School is primarily an institution designed to disciple young people. It is not a corrective institution. Therefore, no student should be enrolled by a parent seeking such reform. We are here to work with parents and guardians, and so students and parents of Liberty Christian School are expected to support Liberty Christian School and its policies at all times. Parents and students should conduct themselves in a manner consistent with our Christian standards. Any issues that arise throughout the year should be dealt with in the appropriate manner. Parents, if your student comes home complaining about the policies, methods, or discipline of the school, please do the following:

- Give the teacher, staff, principal, or administration the benefit of the doubt.
- Understand that there are at least two perspectives to every situation and that the facts must be carefully discerned.
- Remember that you have agreed as part of the admission requirements to support Liberty Christian School. Therefore, call the office to set up a conference with the teacher if you have concerns. If concerns remain unresolved, then you may request a conference with the administration.

When a student's (or parent's) attitude is contrary to the school policies or principles, we will contact you for a conference. If it is discerned that the situation is not likely to be resolved, you may be asked to withdraw your student.

Liberty Christian School is dedicated to training young people in academics and to nurturing lives that are Christ-centered. Therefore, our students are expected and required to "walk honorably before men."

## **Standard of Dress**

Extremes in either clothing or personal appearance are discouraged. Since Liberty Christian School is a ministry of Palmetto Avenue Baptist Church, people associated with the school actually serve to represent our church to the community as well; therefore, it is requested that all who attend the school pursue modesty and observe these standards of behavior and appearance.

### **Jewelry**

Jewelry and accessories with offensive symbols, such as, pentagrams, yin and yang, skull and cross bones, accessories featuring spikes, and satanic or offensive symbols, etc. are unacceptable. Girls may wear earrings in their ears. Boys are not permitted to wear earrings. All other body piercing is prohibited.

### **Shoes**

Tennis shoes are permitted in class but must be kept clean and neat in appearance. Girls may wear sandals that include a heel strap. Boys may not wear slippers, slides, or flip-flops as part of their uniform attire.

### **Hair**

Hair must be groomed, neatly kept, and a natural color. It may not be styled in a way that causes a disruption to the school environment or student learning. Hair should look professional and business style. Additionally, hair must be styled in a way that allows clear vision of the eyes.

Girls may not shave their heads or have masculine haircuts.

Boys facial hair should be neatly kept and groomed.

### **Headwear**

During the academic school day, boys may not wear hats or any other hair accessories. These items will be confiscated. Hats may be permitted on field trips, at sporting events, and during specific outside activities upon the approval of the administration.



## **STUDENT CONDUCT**

### **Make-up**

Make-up may be worn by the female gender only.

Tattoos are not permitted.

### **Daily Attire**

Neatness in dress and appearance is a sign of respect and promotes seriousness of purpose. Each student at Liberty is expected to adhere to the required dress code and uniform policy and to be in proper uniform at all times during the school day

All students must wear the red, white, or blue polo shirts bearing the school's logo. These must be purchased from the school office.

During the cold weather months, cardigans, jackets and hooded sweatshirts that zip, button, tie, or are open in the front may be worn over the school polo shirt. Hooded sweatshirts that must be pulled over the head are prohibited, unless it is the official, school-branded hoodie.

P.E. attire may include modest pants/jeans or shorts that are knee-length and loose-fitting. Allowable t-shirts include t-shirts printed for the school, Christian t-shirts, and plain non-descriptive t-shirts.

### **Girls' Attire**

Girls may wear modest skirts or pants to class. In pursuit of modesty, clothing should be appropriately sized. If girls choose to wear pants, the pants must be of solid color without designs, rips, tears, or holes. If girls choose to wear skirts, the length of the skirt must be to the top of the knee. If a skirt has a slit in it, the slit may not be higher than the top of the knee. Blue jeans may only be worn to class if the student is eligible for the Academic Incentive Program. Elementary students may also wear knee-length khaki shorts to class as part of the approved uniform.

No midriffs, lower backs, or undergarments may show at any time. Appropriate undergarments should be worn at all times.

The administration reserves the right not to allow an outfit to be worn. Students should avoid clothing that is distasteful, crude, or questionable.

## STUDENT CONDUCT

### **Boys' Attire**

Boys may wear dress slacks, cords, twill pants, or black dress jeans (not blue jeans) to class. Blue jeans may only be worn to class if the student is eligible for the Academic Incentive Program. Pants, regardless of type, may not have designs, rips, tears, or holes. Sweatpants may not be worn. Undergarments should not be visible at any time. Elementary students may also wear knee-length khaki shorts to class as part of the approved uniform.

The administration reserves the right not to allow an outfit to be worn. Students should avoid clothing that is distasteful, crude, or questionable.

### **Event Attire**

The school reserves the right to determine whether the dress and appearance of a student meet the standards of the school.

Students who attend school events such as graduations, banquets, recitals, shows, galas, games, homecoming, movie nights, and all other school-sponsored events are expected to be in compliance with *The Liberty Way* at all times. Students who attend any of the aforementioned events out of the dress code may be asked to leave and/or will not be eligible to receive any rewards or recognition at the event.

Female homecoming attire must be approved by a female staff member before the homecoming event.

Students who are required to leave an event will not be readmitted and must leave the event venue/school grounds immediately.

At some specific events, students will be required to attend the event in its entirety; early departure will not be permitted without prior approval. Students are not permitted to loiter outside the entrance, in the parking lot, or anywhere on the campus after the event has ended or before the event begins.

### **Attire for Parents/Guardians at School Functions**

The school requests that all parents please abide by our dress code while visiting our school and while attending school functions such as athletic events or field trips.

**Contraband Items  
Policy**

This policy has been adapted from the Seminole County Public School's Student Conduct and Discipline Code.

## **Contraband Items**

Students may not possess or store contraband items on campus. Included among these are tobacco products of any kind, illegal drugs and associated paraphernalia, alcohol, weapons or instruments of violence, ammunition, flammable liquids, combustible materials, poisonous substances, matches, lighters, fireworks, and pocket knives or other similar devices. This list is not exhaustive. The administration will confiscate all such contraband item immediately, if possible.

Upon confiscation, the student's parent(s) will be notified by the office. Disciplinary action in accordance with the Student Discipline section of the handbook will be taken as necessary and in many cases will include suspension, expulsion, or referral for prosecution. The Principal or designee will notify local law enforcement of conduct violations that constitute a crime and substantially affect the order or security of the school. This contact to local authorities will be made as soon as is practical but in no event later than the close of business on the day that the administration learns of the violation.

The administration may also hold the confiscated items for as many as thirty (30) days. Parents or guardians should contact the school office in order to request to have an item returned. The faculty and administration are not liable for lost or damaged confiscated, contraband items.

## **Loss of Valuables**

The faculty and administration are not liable for any items or money that is lost or stolen. All middle and high school students will be issued a locker and combination lock. Valuables should always be placed inside these lockers, and the combination should be placed in the locked position.

## **Use of School Name**

Students may not use the school name in material published on a website or in print without the expressed consent of the school. Neither may they represent themselves as an agent of the school. They also should not defame the school in this same type of material.

## Section

## 6

## Student Discipline

*This section contains information about student disciplinary practices of LCS.*

### Disciplinary Notice

A Disciplinary Notice is issued for policy infractions and behavioral concerns. This notice will be sent electronically to the parent(s) through the school administrative software. It is designed to record such infractions and communicate with parents concerning them. A Disciplinary Notice will include a description of the situation, administered discipline, actions steps, and miscellaneous comments.

### Disciplinary Procedure

Faculty, staff, and coaches will report policy infractions as they occur to parents and to the administration. The administration will apply as appropriate the demerit system listed here. When disciplinary issues are significant or habitual in nature, the administration will be consulted. When this happens, the child's status as a student of Liberty Christian School may be evaluated, leading to dismissal or non-return if necessary.

### Demerits & Saturday School

#### **The Demerit System Philosophy**

The Demerit System is a tool used to hold students accountable for their actions. It is designed to be a measure of the student's behavior, with checkpoints along the way, to inform parents of potential issues. It is also designed to connect teachers with students who are having difficulties. The system will also serve as a

## **STUDENT DISCIPLINE**

reminder to students as to the boundaries of their behavior and to the consequences of wrong choices and of not fulfilling expected responsibilities.

### **The Demerit System Procedure**

When an offense occurs, a Disciplinary Notice will be sent to the parent(s). This serves as a written notification of the violation. Significant violations will be assigned a demerit value. Students begin each semester without any demerits. There is no carryover.

### **Saturday School**

Upon the accumulation of 15 or more demerits, middle and high school students will be required to attend Saturday School. Students will be notified several days in advance of the date during which their Saturday School must be served. The dates for Saturday School will be selected at the discretion of the Administration. Students must attend Saturday School in their school uniform, and they should expect that the time will be used for study or other prescribed assignments. During Saturday School, students will be strictly monitored and should not expect to leave the classroom except for in the case of an emergency. Students who arrive late (more than five minutes beyond the scheduled start time), who do not use the time as prescribed, or who violate other school policies while at Saturday School will incur further disciplinary action. Finally, an hourly fee of \$15 per hour will be assessed for each hour that the student is assigned to attend Saturday School. The minimum number of hours that will be assigned for Saturday School is two. The payment is expected to be paid in cash on the day that Saturday School is in session.

### **Saturday School Deferment**

Students will not be excused from attending Saturday School. Any request for postponement to another date must be submitted in writing to the administration at least a week prior to the assigned attendance date. A Saturday School that is not served will result in greater disciplinary action which will be determined by the Administration of Liberty Christian School.

### **Levels of Infraction**

Conduct violations fall into one of three levels of infraction. Here is an overview of some potential conduct violations and their suggested demerit range.

## STUDENT DISCIPLINE

### Level 1 Infractions (1-5 Demerits per Infraction)

- Being off-task during class (not paying attention, inappropriate comments, writing notes, working on another class' assignments, etc.)
- Chewing gum on campus
- Disruptive behavior in class
- Dress code violations
- Eating or drinking in the classroom
- Excessive tardiness (more than 3 times in a quarter in a given class)
- Excessive talking
- Failure to do homework or other class work.
- Failure to return a slip signed by a parent/guardian
- Going to a vehicle without permission
- Minor public display of affection (unwarranted affectionate hugging, hand-holding, etc.)
- Out of seat without permission
- Sleeping in class
- Throwing objects in the classroom
- Unprepared for class (no Bible, textbook, pen/pencil, paper, proper PE attire, etc)

### No Touching Policy

LCS also has a no touching policy in regards to the interaction between boys and girls. There should be no physical display of affection.

### Level 2 Infractions (6-15 Demerits per Infraction)

- Cheating, plagiarism, or copying another student's work
- Destruction or damaging of school/church property.
- Disrespect
- Harassing, intimidating, threatening, or bullying behavior
- Horseplay (shoving, inappropriate playing, excessive noise, etc.)
- Leaving school property without permission
- Lying/dishonesty
- Moderate display of affection (being alone with a member of the opposite sex, inappropriate/suggestive statements or notes, etc.)
- Profanity and/or obscene language or gestures
- Skipping class
- Stealing
- Use of electronic devices (cell phones, iPods, mp3 players, digital cameras, electronic games, etc.

**Level 3 Infractions (16-25 Demerits per Infraction)**

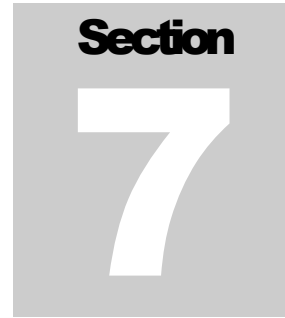
- Any malicious physical contact with a teacher or staff member
- Fighting
- Major public display of affection: Inappropriate contact with another student (kissing, groping, fondling, or other sexual misconduct)
- Possession of a weapon or instrument of violence
- Threatening to commit violence
- Use or possession of a controlled substance (alcohol, tobacco, or drugs)
- Verbal abuse of a teacher or staff member
- Willful defiance: direct and willful disobedience to a teacher or staff member
- Any scandalous public incident (at school or away from school and including non-school time) that brings shame upon Liberty Christian School (criminal conviction, use of a controlled substance, public debauchery, etc)

Please note that this list is not meant to be all-inclusive, and as new or unforeseen situations arise, the administration of Liberty Christian School reserves the right to make modifications to the list and to administer demerits and discipline as necessary.

## **Other Disciplinary Measures**

Students who continue to receive Saturday School will be placed on disciplinary probation and may be suspended, withdrawn, expelled, or refused re-enrollment for the next term.

Continued infraction of the policies of the school will constitute reason for suspension. Also, please note that from an academic standpoint suspensions are treated as unexcused absences. Suspension is usually the final step before expulsion. A student may receive in-school suspension if deemed necessary by the administration and may be required to do manual labor or additional assignments as discipline. A student who has been suspended will then be on probation for the remainder of the school year. If there are additional disciplinary issues, the student may be dismissed or asked not to return.



## Athletics

*This section contains information about the athletic program of Liberty Christian School.*

### General Information

Liberty Christian School is a member of the Sunshine Christian League. As a member school, we must follow its guidelines and standards, which may be in some cases different from those contained in this handbook. In these instances, the league policy will supersede that policy of LCS. Students will be informed of these guidelines when they express interest in participating athletics.

For our young men, we offer flag football in the fall and basketball in the spring. For our young ladies, we offer volleyball in the fall and basketball and cheerleading in the spring.

Playing sports for the Patriots is a privilege for the students and may be revoked by the administration if a student should disqualify himself academically or behaviorally.

There is an athletic fee that is paid per sport in which the student is involved. The amount of this fee is listed in the fee schedule, which is updated annually. This fee helps to offset the cost of insurance, equipment, referees, and transportation, and is non-refundable to those who are unable to participate due to academic or behavioral ineligibility or a personal desire to withdraw. Also, any costs for uniforms must be paid once they have been ordered regardless of a student's later participation status.

Our athletic program is governed by the administrator and the athletic director. They will have final say in all athletic matters.



## **Team Tryouts**

Before each season there will be a try-out process. At the end of try-outs, the coaching staff will form their team and make available to the students the team roster. Student athletes are expected to attend each day of try-outs in order to be considered for a position on the team. Everyone will have the opportunity to try-out, but no one is guaranteed a position on the team.

## **Traveling**

All students must ride to and from each away game in school provided transportation. The only exception to this is when a student is riding with parents. Only team members may ride with the team. Others who desire to attend games must provide their own transportation, lodging, food and chaperones.

## **Uniforms**

All basketball, volleyball, and cheerleading uniforms are the property of Liberty Christian School. Anyone who damages a uniform will be responsible to replace it. All borrowed uniforms must be returned to the athletic department at the end of each season. Football players will purchase their own uniforms for the season, and these may be kept and used year-after-year.

Additionally, all players are expected to change into school approved attire after participating in a game.

## **Academic Requirements**

All team members must maintain an average of “C” or better throughout the entire season in order to be considered eligible to play.

## **Physical Condition**

Prior to participating in the sports program each year, students must have a sports physical from a physician. The sports physical form that is to be filled out by the physician may be obtained through our school office and on our website.

## **Additional Requirements**

We believe that the athletic department sets the tone for school spirit and that every athlete should be an example for other students. The administration of Liberty Christian School reserves the right to refuse participation on the basis of academic, attitude, or discipline issues.

## Section

## 8

## Miscellaneous Matters

*This section contains information about miscellaneous topics that do not fit elsewhere in this handbook including driving for field trips, driving privilege, hurricane & inclement weather policy, medications, school property, visitors, and concluding remarks.*

### Driving for Field Trips:

In order to drive for any of our field trips the following requirements must be met:

- The prospective driver must drive a safe vehicle with the proper amount of functioning seat belts.
- The prospective driver must be a parent or legal guardian of at least 25 years of age.
- The prospective driver may have had no Reckless Driving citations within the last five (5) years.
- The prospective driver must carry at least \$100,000 of liability insurance
- The prospective driver must provide a copy of his driver license and insurance to the school office.

### Driving Privilege

Students, who are fortunate enough to have the use of an automobile to drive themselves to school, must have their driver's license and insurance cards copied in the school office. Additionally, once a vehicle is parked in the morning upon arrival at school, it may not be visited again by the student until the end of the school day.

## **Hurricane & Inclement Weather**

Liberty Christian School generally follows the inclement weather decisions of the Seminole County Public School System. If school is cancelled, delayed, or dismissed early for the public schools in Seminole county, then the same will be true for LCS. This information is available from local news outlets and every effort will be made to post such information on the Liberty Christian School website as quickly as possible. If LCS chooses to diverge from the SCPC decision, parents will be notified by LCS through text alert and/or the parent online portal.

## **Medications**

Students may not keep any medicines, prescription or otherwise, in their personal possession. All medications must be stored in the school office and administered in accordance with the Medication Authorization form, which must be filled out by a parent or guardian. Medication will be administered according to the following guidelines:

- All medication must be in the original container and clearly labeled with the name of the student, the name of the medication, and directions concerning dosage and administration.
- The dosage may not exceed amounts recommended on the container label.

## **School Property**

All students, parents, staff, and visitors are expected to respect the property of the school at all times. This respect should be demonstrated by taking care of the buildings, equipment, and grounds so that they are preserved in good condition for future students. Any student who defaces, damages, or destroys school property will be required to pay for the repair or replacement of the damaged item and may also face disciplinary action. A fee of \$25 or a fee in the amount of the actual cost of repair/replacement, whichever is greater, will be applied to the student's account if he is found to be responsible for the damage.

## Online Activities

Although social networking and texting is generally done at home or off campus, it can have an impact on the school community. While Liberty Christian does not actively pursue or routinely view personal networking sites or student cell phones, when objectionable or disrespectful material is brought to the administration's attention, the school reserves the right to address the content and/or conduct if it creates a hostile or disrespectful environment. The school further encourages parents to routinely view and monitor their child's technology usage to ensure that information and content shared does not place any student at risk. Students should not use hashtags or any other method of categorizing social media posts that reflects negatively upon the school. Disparaging comments or posting about the school will not be tolerated. Students who are found disrespecting the school or defaming the school's reputation will be subject to disciplinary consequences as described in *The Liberty Way*.

## Visitors

All visitors are expected to check-in upon arrival at the school office. Parents or legal guardians are welcome to visit the school. However, please remember that students are easily distracted and be considerate of their schedule. Visits may be scheduled through the school office.

At times, there have been requests for students from other schools to visit with students of Liberty Christian School. Our policy is that visitors, other than parents and legal guardians, must be alumni of Liberty Christian School and must schedule their visits.

## Concluding Remarks

Certainly, Liberty Christian School is not for everyone. Our goal is to be “a distinctively Christian education in a safe, family environment.” As such, we do not accept any students that have been expelled or dismissed from any other school, public or private. We are not a reform school. To those of you who have the same mind concerning the proper way to teach young people how to live a God-honoring life, we pledge to do the utmost to meet the needs of your

## MISCELLANEOUS MATTERS

student, both spiritually and academically. We assure you that we will provide the safest environment possible for his learning experience and seek to make school an enjoyable part of his life.

This information has been furnished so that you may know the standards of Liberty Christian School. Please note that this booklet may not be exhaustive of all matters that may arise during the school year. The administration reserves the right to make the final decision in any and all matters pertaining to the school and church. Liberty Christian School does not discriminate against any student on the basis of creed, nationality, or race.

Revised for 2022-2023

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