

## **TEXTBOOKS/HOMEWORK**

1. New books are issued each year. These books are consumable text-workbooks which will be sent home with the student at the end of the year. When non-consumable books are used, the books will be retained by the school.
2. Students in these grades will be assigned work to complete at home. It is very important that parents listen or read with their students as assigned by the teacher.
3. Parents should sign speckled books each night to show they are informed about the day's conduct and to show that their child has completed all homework assignments.

## **ATTENDANCE POLICY**

1. Students (1<sup>st</sup> - 6<sup>th</sup>) are required by the state to be in attendance 160 days per year in order to be promoted to the next grade. Any exceptions to this rule must be approved by the administrator. Some students may be required to attend summer school in order to be promoted to the next grade.
2. Students that check in after 11:30 will be counted absent and students that check out before 11:30 for the remainder of the school day will be counted absent. These types of absences will be noted on the students' attendance cards with a box around the "A." If the absence is excused, they will be allowed to make up any missed work.
3. If they wish for their student to be excused, parents must call (325-2077) or send a note to the office. The absence will be unexcused if parents do not call or send a note when the student returns to school and therefore will not be allowed to make up any missed work.

## **ARRIVAL AT SCHOOL**

Students must be dressed in uniform dress code upon exiting their car and arriving on campus. Students will enter the building upon arrival, hang up their backpacks and coats, and proceed to the classroom. With teacher permission, students may take an AR quiz, or check out a book, or read in the library. A teacher will be on duty beginning at 7:30 a.m. Since students will be going outside for recess on most days, they should come properly dressed for the weather.



## ACADEMIC PROGRESS

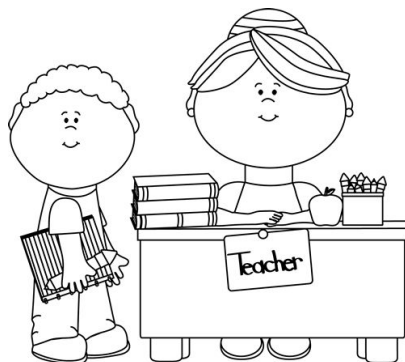
### DAILY PROGRESS

1<sup>st</sup> through 6<sup>th</sup> grades will receive a conduct grade each day in their speckled book. Parents are to read and sign the speckled book each day. Each Friday an agenda for the following week, WEEK-AT-A-GLANCE, will be sent home in the speckled book.

### REPORT CARDS

- 1<sup>st</sup> through 6<sup>th</sup> grades will receive report cards at the end of each quarter. Parents are to sign the report card and return it by the day following its disbursement. If the report card is not turned in by Friday of that week, students will be disciplined until the report card is returned or a replacement report card is paid for. (\$1)
- The grading scale used for 1<sup>st</sup> through 6<sup>th</sup> is:**

94 - 100	A
86 - 93	B
78 - 85	C
70 - 77	D
0 - 69	F
- Pass-Fail Policy: 1<sup>st</sup> – 6<sup>th</sup> grade students with a failing grade in math or Language Arts (Phonics, Reading, Language, Spelling average) OR in any two major subjects (Bible, Math, English, Science, History) will be retained. Students may be required to attend summer school in order to advance. Students that fail Bible may not be considered for re-enrollment. Only the Principal may make an exception to these policies.
- A student's grade is computed on a yearly average in order to determine passing or failing. An average of 69 or below is failing. If a student has a passing yearly average but fails math or language arts the last semester that student will not pass that subject for the year.



## **INDIVIDUAL EDUCATIONAL PLAN**

When determined by the teachers and agreed upon by the parents, the curriculum may be altered to best challenge the abilities of a student. This alteration is called an **IEP** (Individual Educational Plan). An **IEP** may include a reduction in the amount of material required, an alteration in the method of testing, or a change in the curriculum. The details of the **IEP** will be signed by the parents and placed in the student's folder. On the report card, **IEP** will be clearly shown by subject. If a student transfers to another school, the **IEP** will be sent with their records.

**IEP Awards:** Because of the alteration in the academic requirements, alternative academic awards will be given to these students. Students with an **IEP** will receive an academic award for Outstanding Academic Achievement when they have all A's and B's.

## **Private Tutor**

The Principal may require students to attend classes with the private tutor based upon the results of their enrollment test scores. Students that transfer to NBS after October 1<sup>st</sup> will be required to spend one hour a week for three weeks with the private tutor at the parent's expense (\$20 per hour).

Private tutoring is also available if recommended by the teacher or requested by the parent.

## **The Learning Center (TLC)**

**The Learning Center** is available for students in K5 – 6<sup>th</sup> grade. Students will receive ACE individual curriculum booklets. Students will be assisted by the teacher or tutored in small groups to complete their lessons. After an **IEP** has been created, services will not begin until parent and teacher approval has been received. Fees are incurred for students who utilize the lab: 1 subject weekly- \$10/wk, 2 subjects weekly - \$15/wk, more than 2 subjects - \$20/wk. Fees will apply to additional curriculum purchases if necessary. These fees will be conjoined with the monthly tuition fee bill.

## **Testing for The Learning Center**

New Students are tested prior to acceptance using the Star Reading and Star Math Assessments. At that time, students may be recommended for The Learning Center.

If parents of existing students wish to have their student tested for The Learning Center, they may request this service. Charges of \$20 per subject will apply. ACE tests options are: math, language, and word building.



## **DEMERIT SYSTEM**

The DEMERIT system is primarily used for 5<sup>th</sup> and 6<sup>th</sup> grade students. However, students in 1<sup>st</sup> – 4<sup>th</sup> grades may be suspended for the **LEVEL B** offenses.

### **LEVEL A - 10 Demerits / Physical Punishment / 10 points off conduct grade**

Disturbing another person's lunch or property  
Throwing food in lunchroom  
Using computers for anything other than school work  
Willful Disobedience / failure to comply with adult instruction  
Disrespectful to an adult – rolling eyes, huffing, gesturing or contesting correction  
Bullying/disrespecting students (teasing, rude behavior)  
Electronic Device not turned into teacher  
Changing computer setting on any computer without permission  
Defacing school property (additional fines may apply)

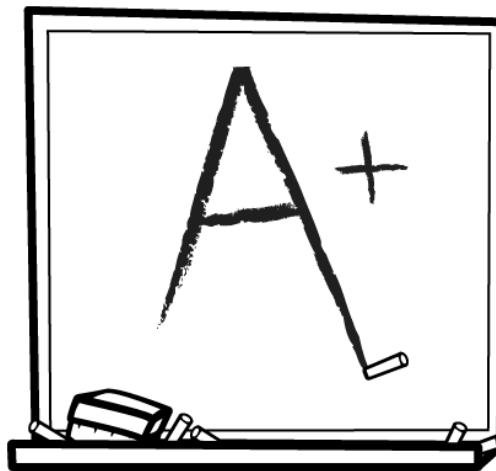
### **LEVEL B - 50 Demerits / Suspension / 30 points off conduct grade**

Lying / Deception / Cheating  
Vulgar words  
Threat to bodily harm a student or teacher  
Fighting  
Stealing

Students that receive 50 demerits for LEVEL A offenses may receive a one-day at home suspension. With 3 suspensions or with 2 quarters of failing their classroom conduct, the student may be expelled.

Students in 5<sup>th</sup> and 6<sup>th</sup> who have a D or F in their 9 weeks classroom conduct grade may be denied the opportunity to attend the overnight end-of-year trip.

Students may be given the opportunity to earn Merits. The merits would serve as a credit toward their demerit count.



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