

Victory Christian School

A Ministry of Grace Baptist Church
960 Children's Home Rd.
Urbana, OH 43078

937-652-1133
www.choosevictory.net

Parent / Student Handbook

2019-2020

School Calendar

August 8-9, 12-13 - Teacher In-Service Days

August 13 - Orientation at 7:00 p.m. (Tuesday) All families required to attend

August 15 - First Day of School (Thursday, 8:30 a.m.)

September 2 - Labor Day, No School

September 16-18 - VCS School Revival (9:30 a.m. arrival entire week)

September 27 - School Pictures (Chapel Day Attire)

October 24 - 1st Quarter Report Cards

October 25 - No School

November 26 - Thanksgiving Program; Early Dismissal (12:00 p.m.)

November 27-29 - Thanksgiving Break, No School

December 19 - Noon Dismissal; School Christmas Program (7:00 p.m.)

December 20 - January 3 - Christmas Break, No School

January 6 - Classes Resume

January 10 - 2nd Quarter Report Cards

February 17 - President's Day, No School

March 12-13 - BCSO Fine Arts Competition

March 20 - 3rd Quarter Report Cards

April 10 - Good Friday, No school

April 13-17 - Spring Break, No School

(AACS Nationals April 14-16)

April 23-24 - Iowa Testing

April 27 - May 1 - Senior Trip (Tentative)

May 21 - Last Day of School, Early Dismissal (12:00 p.m.)

May 21 - Graduation & School Program (7:00 p.m.)

*Pre-planned "no school" days may be used to replace excessive inclement weather days.

Introduction

Since its establishment in 1978, Victory Christian School has existed to encourage and assist families committed to fulfilling the Biblical mandate to provide a Christian education for their children. The purpose of the school is to provide thorough academic instruction from a Biblical worldview, to help students develop socially by teaching patriotism and respect for authority, and to encourage students spiritually by emphasizing one's personal accountability to God while developing the mind of Christ.

Victory Christian School's philosophy is founded upon the Word of God. The primary objective and purpose of the school is to train the student in the way of life presented in the Scriptures while giving them an excellent education.

1. Statement of Faith and Purpose

*Victory Christian School is a ministry of Grace Baptist Church. The foundational philosophy of Victory is that all truth is from God and God's Word. Every course at Victory Christian School is taught with this Biblical perspective in mind. Biblical doctrines will be taught from a Baptist perspective. Academic excellence is important to us. Students will be taught strong reading skills, unrevised history, true science, traditional mathematics, relevant social sciences, and proper grammar.

- We believe in the divine inspiration and authority of the Scriptures.
- We believe in God the Father, God the Son, and God the Holy Spirit.
- We believe in the deity, virgin birth, and bodily resurrection of Jesus Christ.
- We believe that salvation is by grace through faith in Christ's substitutionary death on the cross.
- We believe that men are justified by faith alone and are accounted righteous before God only through the merit of our Lord and Savior Jesus Christ.
- We believe in the visible and personal return of Jesus Christ.

2. Statement of Admissions

*The Pastor and administration of the school reserve the right to establish and maintain standards for student conduct, dress, and academics. Victory Christian School makes no distinction in the admission of students based on race, gender, nationality, or ethnic origin. As a private, Christian institution, admission to the school is a privilege rather than a right. This privilege may be forfeited should a student fail to meet his responsibilities. It is vital that each student and his family are fully supportive of the goals of Victory Christian School. Each family must, by signature, agree to abide by the policies of the handbook.

Academics

VCS is a non-chartered, non-tax supported school in the state of Ohio. This allows us freedom to teach and function as we believe best while still meeting the requirements assigned by the state of Ohio for 08 Schools. Students will receive a high school diploma upon completion of our rigorous academic standards.

1. Faculty

-The teachers of Victory Christian School realize their solemn responsibility before God in molding the life and character of each of their students. Victory Christian School teachers are dedicated Christians who serve faithfully at Grace Baptist Church.

2. Curriculum

-Victory Christian School uses a trusted and well-known curriculum published by A Beka Book from Pensacola, Florida. The curriculum for all grades has been structured so that the students will receive training in all academic subjects required by the state of Ohio.

3. Homework

-Homework will be regularly assigned in each grade level based on the teacher's judgment. Assignments are designed to reinforce classroom instruction, to provide additional enrichment, to prepare for the next lesson, or to allow students to make up work that is missed due to absence from school. We request that parents provide full cooperation in seeing that the assignments are completed. Many students will have opportunity to complete some of their homework at school, but as students age, regular study time should be developed at home as well. To encourage faithful attendance to midweek church services, no regular written homework will be assigned on Wednesdays. This does not include pre-planned tests, quizzes, and projects.

— Approximate times for homework:

1st - 30 min. / 2nd - 40 min. / 3rd - 45 min. / 4th - 50 min. / 5th - 55 min. / 6th - 60 min.
7th-12th - 20 min. per subject

4. Report Cards

-Report Cards are issued at the end of each nine-week grading period. (No signing and returning is necessary.) Report Cards will not be released to a student whose school bill is not up to date.
-Periodically, Report Slips will go home for third grade and up to keep parents informed with some of the recent grades earned; these slips should be signed and returned the following day.

5. Grade Promotion

-Elementary and Jr. High students may not be promoted if they fail one core subject or if they earn a "D" in two core subjects. Summer tutoring is highly recommended for students who receive a "D" or "F" yearly average in math, language, or reading. Students who meet the minimum requirements but are struggling greatly may be encouraged to repeat that grade.
-Students in grades 9-12 must pass each subject to receive credit for that particular subject.

6. Admissions Testing

-Applicants to Victory Christian School in grades K5-12 will be given age-appropriate ability and achievement examinations. The scores achieved on these examinations will be used by the administration to determine the grade level best suited to the student's capabilities. Any costs incurred by this testing process (Grades 7-12) will be charged to the student's account.

7. Grading Scale 1-6th

<i>Score</i>	<i>Grade</i>
98-100	A+
95-97	A
92-94	A-
89-91	B+
86-88	B
83-85	B-
80-82	C+
77-79	C
74-76	C-
71-73	D+
68-70	D
65-67	D-
0-64	F

Grading Scale 7-12th

<i>Score</i>	<i>Grade</i>
98-100	A+
93-97	A
90-92	A-
87-89	B+
83-86	B
80-82	B-
77-79	C+
73-76	C
70-72	C-
67-69	D+
60-66	D
0-59	F

8. High School Graduation Requirements

Bible	4 credits
English	4 credits
Mathematics	4 credits
History	3 1/2 credits
Science	3 credits
Foreign Language	1 credit
Computer Science	1 credit
Fine Arts	1/2 credit
Health / PE	1 credit
Elective	1 credit
Speech	1/2 credit

Total Credits Required: 23 1/2

9. High School GPA Scale

Grade	Average	Unweighted	Weighted	1/2 Credit
A+	98-100	4.00	4.50	2.00
A	93-97	4.00	4.50	2.00
A-	90-92	3.90	4.40	1.95
B+	87-89	3.10	3.60	1.55
B	83-86	3.00	3.50	1.50
B-	80-82	2.90	3.40	1.45
C+	77-79	2.10	2.60	1.05
C	73-76	2.00	2.50	1.00
C-	70-72	1.90	2.40	0.95
D+	67-69	1.10	1.60	0.55
D	60-66	1.00	1.50	0.50
F	0-59	0.00	0.00	0.00

Weighted Courses

- Algebra II
- Geometry
- Pre-Calculus
- Physics
- Spanish II

School Attendance

*The school day begins promptly at 8:30 a.m. and ends at 3:15 p.m. for K5-12th grades.

*Half-day Kindergarten begins at 8:30 a.m. and ends at 12:00 p.m.

1. School arrival and dismissal

-Normal school hours are from 8:30 a.m. - 3:15 p.m. Students should not arrive before 8:10 a.m. or stay beyond 3:25 p.m. *Victory Christian School does not provide early or late stay child care.*

-Parents who will be picking up students after 3:25 will need to go to the school entrance (drop off doors), where their students will be waiting.

2. Absence

*Full-day absence - with less than two hours in attendance

*Half-day absence - with at least two hours in attendance but leaves before the regular dismissal time or arrives after 9:30 a.m.

*Excused absences - death in the family, student illness (please bring doctor's excuse slip to the office upon student's return, if applicable), pre-planned vacations (excessive vacation days may be counted unexcused), court attendance, doctor's appointments (please make effort to schedule these outside of school, if possible)

*Unexcused absences - common place activities (i.e. shopping, haircuts), returning home for items, oversleeping, as well as other activities deemed by the administration as unexcused

Students are not permitted to exceed 3 unexcused absences per semester.

Five unexcused absences in a row, seven in a month, or ten in a year may result in truancy charges.

*Parents should contact the school office the morning of a student's absence. The office will notify the teacher. Make-up work will be prepared for the student by the next school day.

*Make-up work - If a student misses one day, anything scheduled before an absence is due upon return. If a student misses two or more days, work will be made up within a number of days not exceeding the number of days missed. The teacher will work with the student to make up his work, quizzes, and tests as quickly as possible so the student does not fall behind. These matters will be handled at the discretion of the teacher.

3. Tardy

*Tardy - arrival between 8:30 a.m. and 9:30 a.m.

Five tardies equal one unexcused absence. Any student not in his class at the 8:30 bell must go to the office first to receive a Tardy Slip to submit to the teacher.

4. Inclement Weather

*Victory Christian School is enrolled in the One Call Now system. This system enables the administration to send out recorded messages to each household. When there is a two-hour delay or a school closing, a call will be recorded and sent to each school family with the necessary information. At Orientation, each family will need to provide no more than 2 phone numbers to receive important phone messages.

-School closing announcements will also be made over WEEC (100.7 FM) & WHIO TV (Channel 7).

-Parents should check their phone messages and/or WEEC or WHIO for any school delays or closings.

5. Delays for K5

-On any delay days, half-day K5 students will remain until 3:15 p.m. This means they will need to bring a lunch and a blanket and pillow for nap time.

6. Closed Campus Policy

-Victory Christian School operates under a closed campus policy. Students may not leave the school during the day except by administrative and parental permission. Any student with permission to leave the school during the day must sign out at the front office. All visitors must check in and check out at the school office. The administration must approve all visitors in the classrooms in advance.

-Parents are requested to stop by the office if they need to leave something for the student or teacher. Please do not go directly to the classroom, as this interrupts the classroom schedule.

7. Restriction on Child Pickup

-If parents are divorced or separated and one parent is *not allowed* to see or pick up the child, we *must* have on file at the office a certified copy of the court order of Final Judgment. If someone other than the parent(s) will be picking up the child from school, parental permission must be on file.

-Parents must contact the office if their student will be leaving school with another student. Verbal or written permission must be made any time a student is to be picked up by someone other than the parent.

7. Emergencies

-Teachers are trained on how to handle various emergencies: fire, tornadoes, intruders.

-Parents will be kept informed as quickly as possible on emergency situations via e-mail and/or OneCall. It will be helpful in emergencies not to call the school office but rather to keep watch for our messages out.

Conduct and Discipline

*Certain behavior is not acceptable and will not be tolerated. The following is not a complete list but is representative of unacceptable behavior: talking without permission, failure to complete assigned work, fighting, lying, stealing, disrespect, cursing, forging another's name, cheating, deliberately damaging school or another's property. Victory Christian School has adopted a "zero tolerance" policy toward violence, fighting, or threats of any kind. This includes possession of anything that could be used as a weapon. Students may be expelled for any action or statement associated with violent behavior, including a joke which could be interpreted as a threat. Students' lockers, book bags, or other storage areas are subject to search, upon reasonable suspicion, for prohibited or illegally possessed substances or objects. Students who do not report wrongdoing may be subject to disciplinary action. Victory Christian School expects full cooperation from both the student and parent in this matter. The school also reserves the right not to allow re-enrollment based on a student's or parent's lack of cooperation with teachers or administration.

*All materials brought into school (book bags, lunch boxes, etc.) should be in keeping with the spirit and standard of VCS in regards to content (no rock groups, wrestlers, inappropriate images and text, etc.).

*The goal of Victory Christian School is to provide the best possible learning environment in a Christian atmosphere. Believing that discipline is necessary for the welfare of the student as well as the entire school, each teacher is given the authority to make and enforce classroom regulations in accordance with Christian principles and discipline as set forth in the Bible. When misconduct occurs, corrective measures will be used to help the student change his behavior and attitude. Examples of typical corrective measures are loss of recess time and/or other privileges, extra work, demerits, and detentions, as well as conferences with students and/or parents. Victory Christian School does not use corporal punishment. Students can be suspended or expelled for excessive accumulation of detentions or at the discretion of school administration.

1. Electronics

-Students should not bring electronic devices (i.e. ipods, tablets, battery-operated toys, smartwatches, etc.) to the grounds of Victory Christian School. Teachers may confiscate electronic items to be held by the school office until a parent retrieves them. Students in grades 9-12 are allowed to bring cell phones, with their parent's permission, but must keep them in their locker and turned OFF during school hours.

2. Honesty

-Cheating (including plagiarism) is a very serious offense. If a student is caught cheating, zero credit will be given for that assignment. Disciplinary action will also be issued for cheating.

3. Care of Property

-Vandalism, deliberate damage, defacement, or theft of church, school, or another student's property will be grounds for expulsion from school whether the offense is committed on school time, church time, or personal time. Any student involved in damage to school or church property, accidental or deliberate, will be subject to a minimum repair fee of \$50.

-Gum chewing is not permitted anywhere on the property.

4. Classroom Conduct

-Students are required to be orderly and respectful in the classroom. All teacher or staff directives are to be obeyed. Disciplinary action is issued for direct disobedience. Students are expected to arrive prepared for class and to exhibit a teachable spirit.

5. Actions requiring corrective measures (*VCS retains the right to address any misbehavior, including those not listed.*)

- *Unnecessary talking or noise in class / inattention or disturbance in class
- *Unprepared for class
- *Disruptive or dangerous horseplay
- *Crude or inappropriate language
- *Disrespect toward faculty
- *Dress code violation / Hair cut violation (young men)
- *Direct disobedience
- *Cell phone offense
- *Profanity
- *Lying
- *Stealing
- *Cheating
- *Vandalism
- *Inappropriate physical contact with another student
- *Fighting
- *Offensive or profane literature or pictures
- *Possession or use of tobacco, drugs, or alcohol

-If excessive trouble is caused by a student in class, parents may be contacted to come immediately to the school to deal with the matter.

6. Demerits, Detention System, Suspensions, and Expulsions

-Fifth grade and higher will follow a demerit and detention system. (Younger students may also be given a detention for a serious offense at the administration's discretion.) Students may receive demerits and/or detention at the teacher's discretion for school and classroom violations (i.e. talking, misbehavior, unpreparedness, disrespect, etc.) Detentions will be served the day immediately following the violation from 3:30-4:15 p.m.

-An accumulation of detentions or a serious violation may earn an in-school suspension at the discretion of the administration. All suspensions will be served at school during school hours. Suspensions will be counted as absences. Work that is missed is due upon the student's return to class. Three points will be deducted from the final grading period average in each class for each day of suspension. A student's conduct is part of his education. Therefore, misconduct can affect a student's grades.

-An accumulation of detentions, suspensions, or a serious violation may result in expulsion.

Financial Policies

*The parents or legal guardians of Victory students shall be held responsible for book fees and tuition costs. Tuition is due upon the first business day of each month. Tuition paid after the 10th day of the month will be charged a \$25.00 late fee. No family is allowed to fall more than one month behind in their financial obligation to Victory Christian School. A Financial Withdrawal Notice will be issued when payment reaches a 30 day overdue status. This means a student will not be permitted to attend classes until the account is brought up to date. Upon receipt of this notice, parents or guardians have ten days to make necessary arrangements with Victory Christian School. Students will not receive report cards or diplomas until full payment has been made on their account. Students are not allowed to re-enroll for a new school year until the previous year's tuition is paid in full.

1. The registration fee must be paid at the time of registration and is nonrefundable and nontransferable. The registration fee is \$100 per student.
2. A book fee of \$300 per student must be paid by August 1.
3. A 10% discount on tuition is applied when full payment of tuition is made by August 15.
4. A ten-month payment plan is available and is calculated by dividing the total tuition cost by ten. The first payment is due July 1 and the remaining 9 payments are due September 1 through May 1. The month of August is reserved for book fees.
5. Tuition Rates:

-Half Day K5 =	\$2,000	or	\$200 per month
-One student =	\$2,500	or	\$250 per month
-Two students =	\$4,400	or	\$440 per month
-Three students =	\$5,800	or	\$580 per month
-Add'l students =	\$1,150	or	\$115 per month

(Multiple student discounts apply only to siblings.)
6. Victory Christian School endeavors to keep low tuition rates for the benefit of each parent. For that reason, we may conduct fund-raising programs and request each student's participation.
7. Graduation Fee: The kindergarten class cap-and-gown and diploma fee for graduation is \$25. Senior class graduation fee is \$65. This fee is due May 1.
8. Accepted payments are cash, check, or credit card (there is a 3% fee for credit card transactions). Each family may mail payments to the school or personally drop off a payment in the school office. Tuition should be mailed to:

Victory Christian School
960 Children's Home Road
Urbana, OH 43078

Health and Wellness

*While it is not the intent of Victory Christian School to discriminate against any student, a safe learning environment must be provided for the students. This includes protecting students from exposure to communicable disease. In the best interests of both the sick and the well student, it is the policy of Victory Christian School not to accept students who have been diagnosed as carrying a communicable or potentially lethal disease. This policy includes, but is not limited to, diseases such as syphilis, gonorrhea, tuberculosis, and acquired immune deficiency syndrome (AIDS). This applies also to students known to be infected with HTLV-III / LAV, and to students testing positive for the presence of antibodies to the AIDS virus.

1. Illness

-For the welfare of your child and others in the classroom, all children who are sick may need to be kept at home. If your child requires medication during school hours and we do not have signed authorization, it will be necessary for the parent to stop by and personally give it to him. Teachers will not be held responsible for carrying out these duties.

2. Physical Examination & Immunization

-Ohio law requires all students attending school in Ohio for the first time to have a physical examination within the 12-month period prior to entering an Ohio school. Ohio also requires a physical examination form and a certificate of immunization for all students entering 5-year-old kindergarten. The health form is to be completed by your physician within a 12-month period prior to entering 5-year-old kindergarten.

-It will be necessary to bring your child's health reports as stated above to the office prior to the first day of class. No child may be admitted to class until this is completed as required by law.

3. Medication

-If a student is to take any medication while at school, he must have the "Authorization for Administration" on file in the office. This form is available at the school office and must have a physician's signature. (It is to be completed each school year.) The medication to be dispensed will be kept in the school medical supply area and dispensed by the school secretary according to the doctor's instructions. Medicine must be properly labeled. Extra medication (i.e. pain-reliever, etc.) taken at school will be noted via e-mail for your knowledge.

4. Head Lice and Bed Bugs

-In order to prevent continuing infestations, Victory Christian School does not permit students who have head lice, nits, or bed bugs to attend classes. If lice or bed bugs are discovered on a student, he will be sent home and must not return to school until he has been treated properly and there are no visible signs of lice, nits, or bed bugs.

Standards of Dress and Appearance

*The biblical principles underlying all standards of dress and grooming are modesty and identity. Modesty applies not only to common decency but also to the matter of calling undue attention to oneself. Identity applies to distinction between genders.

*While at school, student dress will be governed by the school dress code stated below. All students are to be neatly and appropriately dressed for all school sponsored activities. Students violating the dress code may receive a parental note and could be asked to change their attire before being allowed into class. Students must remain in school dress code attire while on campus even after classes have been dismissed. Parents and guests of students are expected to comply with the school dress code while attending or participating in school outings.

*The purpose of these dress standards is to represent the integrity of Victory Christian School in the appearance of our students. Students should look sharp and appropriate as they come to class. This provides an atmosphere of respect and academic excellence.

*Chapel dress is required on Mondays and for school picture day. Young men are required to wear a dress shirt and tie for chapel and for school pictures.

*Casual dress is allowed on Fridays. Young men may wear jeans that are not faded or ripped. Young ladies may wear denim skirts at school approved length. All students may wear t-shirts or sweatshirts, including team jerseys. No shirts should have offensive or worldly graphics (no rock groups, wrestlers, inappropriate images and text, etc.).

Young Men

1. School pants are to be semi-dress dicker style, with no cargo pockets located on the outside of the leg. Pants must be kept in good condition - no holes, patches, frayed edges or slits. Cargo, carpenter, and denim pants are not allowed. Pants should not cling to the legs (no "skinny" pants). Pants should not be feminine in style or color. Belts must be worn at all times.
2. School shirts are to be button down or polo style with no pictures or writing. (Small brand logos are permissible.) All shirts should be masculine in appearance and have a collar. (If "turtle-neck" shirts are worn, they must be worn under a regular collared shirt.) No feminine styles or colors are allowed. Plaids and stripes are acceptable. Shirts should be kept crisp and neat in appearance and style. Shirt tails must be tucked in at all times, with no more than one button left open at the top. A white undershirt should be worn every day.
3. During cold weather, students may wear a light jacket or sweatshirt in the classroom over their regular school clothes. Sweatshirts and jackets to be worn in the classroom should not have graphics or writing on them (a small logo is permissible).
4. Students are required to wear socks above the ankles. Casual dress shoes are recommended for the classroom. Tennis shoes are acceptable if worn in good condition. No boots of any kind are allowed. (Elementary students ***must*** wear soft-soled shoes each school day. Failure to comply in this matter will result in loss of gym privileges.)

5. Haircuts are to be traditional and masculine in nature. The hair may not rest on the collar or cover any portion of the ear. Hair may not be longer on the forehead than one inch above the eyebrow. Hair may not rise more than 1 1/2" from the crown of the head. Young men may not have braided hair or have designs cut into the hair. Sideburns may not extend below the middle of the ear or be cut above the top of the ear. Hair coloring is not permitted. Mustaches and beards are not allowed; young men must be clean-shaven at all times.

6. Young men must not wear jewelry, including bracelets, earrings, or necklaces.

Young Ladies

1. Young ladies are required to wear skirts, jumpers, or dresses which fall below the knee when sitting, standing, or walking. Clothing must not be form-fitting. Skirts, jumpers, and dresses may be any color or design. No denim should be worn, except when allowed for Casual Days. Pictures and writing are not allowed on clothing. (Small brand logos are permissible.) Slits must not show any part of the knee (including the back of the knee) when walking or sitting. Pants, slacks, and shorts are not acceptable at any time, including at after school activities.

2. Young ladies should not wear t-shirts, except under other clothing (like a sweater or jumper). Shirts and blouses may be of any color or pattern, but may not have pictures or writing on them. Shirts and blouses may not be form-fitting or sheer. Sleeveless, capped-sleeve, and open shoulder dresses or shirts are not permitted. Necklines must be modest and non-revealing (not lower than a three finger's width from the collar bone). Proper, age-appropriate undergarments in neutral colors must be worn at all times.

3. During cold weather, students may wear a light jacket or sweatshirt in the classroom over their regular school clothes. Sweatshirts and jackets to be worn in the classroom should not have graphics or writing on them (a small logo is permissible).

4. Socks, tights, or hosiery must be worn at all times. No-show socks are not permitted. No leggings are allowed under skirts; only tights will be permitted. Casual dress shoes are recommended for the classroom. Tennis shoes are acceptable if worn in good condition. No sandals, boots (including ankle boots), flip flops, or backless shoes are permitted. (Elementary students ***must*** wear soft-soled shoes with no heel. Failure to comply in this matter will result in loss of gym privileges.)

5. No piercings may be worn on the eyebrows, nose, tongue, etc. Earrings may be worn in the lower ear lobe only and are limited to one per ear.

6. Hairstyles must be conservative and consistent with a traditionally feminine appearance. Any hair coloring must be of traditional colors. No black nail polish should be worn.

*Please note: Victory Christian School reserves the right to address the appropriateness of faddish trends and any other clothing issue that may arise at the discretion of the administration.

General Policies and Information

1. Field Trips, Activities, and Fun Days

-At times, Victory may take its students off campus for an educational or recreational activity. The cost for these field trips will be kept at a minimum and will be the responsibility of the parents. The dress code for any field trip will be the same as a regular school day, unless otherwise noted. Parents are welcome to attend field trips and are asked to follow the student dress code guidelines for Victory Christian School.

2. Physical Education

-Weekly physical education classes will be provided for students in grades 1st-8th. High school students are required to complete one credit of P.E. during their 10th or 11th grade year.

*4th-8th and High School P.E. students will be required to purchase a P.E. t-shirt from Victory Christian School. Boys will provide their own gym pants or sweat pants for P.E. class. Girls will be required to purchase culottes from Victory Christian School. No shorts or jeans will be allowed for boys or girls.

3. Chapel

-Chapel services will be held on Mondays for all students. All students are required to participate in the chapel services. Each student must bring a KJV Bible to chapel. Boys are required to wear a dress shirt and tie.

4. Parent-Teacher Communication

-It is often necessary for the parent/guardian and the teacher to meet to discuss certain situations. Teachers are not available for phone calls or conferences during the school day. Parents who wish to speak with a teacher should call the school office and leave a message. Teachers will make every effort to return the call or meet with parents in a timely manner that does not interrupt regular school schedules and duties.

5. Lunch

-Each student is required to bring a lunch each day to school. On Friday, Sparky's pizza is offered for \$1 per slice. Microwaves are available for items that need to be heated. Drinks and snacks are available for purchase every day.

6. Attendance Report Form

-Ohio state law requires that pupil attendance at a nonpublic school be reported to the school district in which each student resides. Parents are responsible for making this report which is included in the orientation packet. After filling out the required information for each student enrolled in Victory Christian School, please return the attendance report form to the school office no later than September 1. Victory Christian School will forward the forms to the appropriate district offices.

*Parents who withdraw their students from Victory Christian School during the school year are also responsible for reporting student withdrawal to the school board. Such notice must be given within the first week of the next school month. The school office will be willing to assist parents as needed.