

# **Victory Christian School**

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

937-652-1133  
[www.choosevictory.net](http://www.choosevictory.net)

## **Parent / Student Handbook**

2024-2025

**Victory Christian School**  
**2024/2025 School Calendar**

August 13 - Orientation at 7:00 p.m. (Tuesday) *\*All students required to attend.*  
August 15 - First Day of School (Thursday, 8:30 a.m.)

September 1-4 - GBC Fall Revival (9:30 a.m. arrival entire week)  
September 2 - Labor Day, No School  
September 30 - School Pictures (Chapel Day Attire)

October 3-7 - Fall Break, No School  
October 14-18 - School Teen Revival (9:30 a.m. arrival entire week)

November 1- First Quarter Report Cards  
November 11 - Veterans Day, No School  
November 26 - Thanksgiving Program (11:30 a.m.); Noon Dismissal  
November 27-29 - Thanksgiving Break, No School

December 19 - Noon Dismissal; School Christmas Program (7:00 p.m.)  
December 20-January 6 - Christmas Break, No School

January 7 - Classes Resume  
January 17 - Second Quarter Report Cards  
January 20 - MLK Jr. Day, No School

February 17 - President's Day, No School

March 16-19 - Bible Missions Revival (9:30 a.m. arrival entire week)  
March 21 - Third Quarter Report Cards  
March 25-26 - Iowa Testing

April 14-18 - Spring Break, No School

May 22 - Last Day of School, Noon Dismissal  
May 22 - 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 our students 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.

- 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.
- We believe that God wonderfully and immutably creates each person as male or female, and that these two distinct, complimentary genders together reflect the image and nature of God.
- We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture.

### **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 admits students of any race, nationality, or ethnic origin. VCS does not admit students who are married, homosexual, transgender, sexually promiscuous, or recently expelled from other schools. As a private, Christian institution, admission to Victory Christian School is a privilege rather than a right. The administration reserves the right to dismiss or refuse admission to anyone unwilling to comply with the school's regulations or meet academic or behavioral standards.

Victory Christian School stands firmly upon the historical truth claims and moral foundations of Christianity. This includes, but is not limited to, the Biblical definition of marriage, the attendant boundaries of sexuality and moral conduct, and the clear Biblical teaching that gender is both sacred and established by God's design. Parents or the legal guardians who choose to enroll their children at VCS are agreeing to support these and other basic Biblical values derived from historical Christianity. Parents understand and agree that VCS will teach these principles and biblical values.

Victory Christian School was founded and continues to operate upon Biblical values and the desire and commitment for Bible-believing Christian parents to enroll their children in an intentionally Christian environment. VCS will accept students who are willing to support the school's philosophy of Christian education, student conduct requirements, and the school's above-stated positions, and whose parents are willing to allow their children to be educated and influenced in an intentionally Christian environment. Continued enrollment at VCS is contingent upon this same understanding and support by both the student and parents. 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 college-preparatory academic standards. 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.

### 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 and model Christlike character in daily life.

### 2. Curriculum

Victory Christian School uses trusted and well-known Biblical-based curricula published by ABeka Book and BJU Press. 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. 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 expected 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. Academic Progress Tracking

Parents will be enrolled in Victory Christian School’s ThinkWave academic grade reporting system. Once your account is created, you can log in any time to view your student’s grades for the current grading period. Additionally, quarterly Report Cards are issued at the end of each nine-week grading period. Report Cards include the quarterly average grade for each subject the student is taking.

#### 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 (Math, Language, Reading). 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. Any failed subjects must be repeated the following year.

#### 6. Admissions Testing

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

#### 7. Grading Scale 1st-12th

<i>Score</i>	<i>Grade</i>	<i>Score</i>	<i>Grade</i>
100-97	A+	79-77	C+
96-93	A	76-73	C
92-90	A-	72-70	C-
89-87	B+	69-67	D+
86-83	B	66-63	D
82-80	B-	62-60	D-
		59-0	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+	97-100	4.00	4.50	2.00
A	93-96	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 (Honors) Courses

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

# School Attendance

## 1. School arrival and dismissal

The VCS 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. Students should not arrive before 8:10 a.m. or stay beyond 3:30 p.m.

Students who drive themselves to school must park in the center aisle of the parking lot and enter the school through the drop-off doors. These students must also follow proper dismissal procedures at the end of the school day and wait to be dismissed before returning to their vehicles.

Parents should call or send a note to the office to notify VCS if your student will be absent, arriving late, or leaving early for any reason. For students leaving early, the person picking them up must come in to the office to sign them out. This will help us with our records and with the safe-keeping of every student.

If your plans for picking up your student change during the day, please be sure to let the office know before 3:00. This will help us notify teachers before their classes leave their rooms.

Parents who will be picking up students after 3:30 p.m. will need enter the building through the church entrance to retrieve their students from the After-School Care program.

## 2. Absence

A full-day absence is defined as having fewer than two hours in attendance on a regular school day. A half-day absence is defined as having at least two hours in attendance but leaving before 2:00 p.m. or arriving after 9:30 a.m.

These types of absences are considered excused: death in the family, student illness (please bring doctor's excuse slip to the office upon student's return, if applicable), pre-planned vacations (VCS administration must be notified prior to the absence...excessive vacation days may be counted unexcused), court attendance, doctor's appointments (please make every effort to schedule these outside of school hours, if possible).

Unexcused absences include commonplace 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 after-school attendance.*

An excessive number of absences may result in mandatory summer school attendance.

Parents should call to notify 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 policy: 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. Tardiness

Students who arrive between 8:30 a.m. and 9:30 a.m. are marked tardy. Students who are tardy (including those who drive themselves) must enter the school through the school office and receive a tardy slip to be taken to their teacher.

Any student not in his class at the 8:30 bell must go to the office to receive a Tardy Slip to submit to the teacher. Five tardies equal one unexcused absence. Excessive tardiness may result in the issuance of demerits.

### 4. Inclement Weather

Victory Christian School is enrolled in the One Call Now system, which 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) and 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 two-hour delay school 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 be signed 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 ask to go 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.

Any student who is going home with another student must have notes from the parents of both students.

Verbal or written permission must be made any time a student is to be picked up by someone other than the parent or persons on file with parental permission.

### 8. Emergencies

Teachers are trained on how to handle various emergencies: fire, tornadoes, intruders. Students will be led periodically through training drills with their teachers and classmates.

Parents will be informed as quickly as possible about emergency situations via e-mail and/or One Call Now. It will be helpful in cases of emergency not to call the school office but rather to wait for our messages.



## VCS After School Care Program

Victory Christian School offers an after-school care program designed to provide quality after school care for working parents who prefer to have their children participate in a Christ-centered, school-sponsored program. Only current VCS students are permitted to attend.

The program provides a safe setting for students and focuses on providing a structured and supervised environment conducive to student productivity.

1. Any student that is not picked up by parent/guardian by 3:30 p.m. will be required to report to the after-school care program. A registration form is required for students that will participate in the program.
2. This program is a guided study program. The typical schedule will consist of the following:
  - Attendance and restroom break.
  - Quiet time and space to engage in reading, studying, and homework.
  - Weather permitting, all students will go outside and have access to the playground for a short break. If weather is poor, students will go to the gym for their short break.
  - Snack time. Parents will be responsible for sending a snack for their child(ren).
3. The main goal of this program is for students to get all or most of their homework/studying done while still at school. We believe this will help working parents with the rest of their evening when they pick up their child.
4. All after school care students must follow all Victory Christian School policies and procedures as set forth in the VCS Student Handbook. The After School Care Program Coordinator is Mr. Armacost, and his phone number (937-896-1027) is provided for parents to contact him after regular school office hours.
5. Location & Time: Victory Christian School will provide after school care and supervision of students from 3:30 p.m. to 5:30 p.m. daily in the fellowship hall. After school care is not available when VCS has an early dismissal.
6. Sign-In and Sign-Out: The After School Care Program Coordinator will take attendance and sign all students in. Charges will begin promptly at 3:30 p.m. Upon pick-up, parents or a pre-designated person must enter the building and sign the child out with the Coordinator. Students will not be dismissed to anyone other than those listed on the registration form unless written notification is sent in to the office. It is the parent's responsibility to inform the office of any custody issues or protection agreements that may be in place.
7. Rates for After School Care Program:
  - 3:30 p.m. – 4:30 p.m. (or any part of).....\$5.00 per student, per day
  - 4:31 p.m. – 5:30 p.m. (or any part of).....\$5.00 additional; per student, per day
  - 5:31 p.m. or after.....\$1.00 per minute additional; per student, per day

These charges will be billed monthly on parents' regular VCS financial statement.

## **Conduct and Discipline**

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.

Certain behavior is not acceptable and will not be tolerated at Victory Christian School. 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, and 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 administration reserves the right not to allow re-enrollment based on a student's or parent's lack of cooperation with teachers or administration.

### 1. Electronics

Students should not bring personal electronic devices (phones, tablets, laptops, etc.) to the grounds of Victory Christian School, including to after-school activities. Teachers may confiscate electronic items to be held by the school office until a parent retrieves them. Students in grades 7-12 are permitted to bring cell phones, with their parent's permission. Jr. High & High schoolers will be required to place their phones in a classroom phone storage caddy during school hours. Students under seventh grade must not bring cell phones to school. Students must not wear headphones or AirPods anywhere on school property. They must be taken off and stored in the students' backpack before entering the building.

### 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. We do not encourage online study websites such as Quizlet which can often enable 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. Personal Belongings

All materials brought into school (book bags, lunch boxes, classroom supplies, 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.).

#### 6. Personal Conduct

The following offenses will be corrected by faculty, staff, and/or administration, using demerits and/or detention at their own discretion: Unnecessary talking or noise in class; Inattention or disturbance in class; Being unprepared for class; Disruptive or dangerous horseplay; Crude or inappropriate language; Disrespect toward authority; Dress code violation; Hair cut violation (young men); Direct disobedience; Cell phone offense; Fighting; Profanity; Lying; Stealing; Cheating; Vandalism; Inappropriate physical contact with another student (young men are not permitted to touch other young men; likewise with the young ladies); Offensive or profane literature or pictures; and 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. (*VCS retains the right to address any misbehavior, including those not listed.*)

VCS does not allow dating relationships on school property. Holding hands, touching, hugging, and kissing are not allowed. Young men must not be alone with a young woman in any part of the building at any time.

#### 7. Demerits, Detention System, Suspensions, and Expulsions

First grade and higher will follow a demerit and detention system. (Kindergarten 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 following the violation from 3:30-4:30 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 and will 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 VCS students shall be held responsible for registration fees, 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 may be charged a \$25.00 late fee.

Families are strongly urged not to fall more than one month behind in their financial obligation to Victory Christian School. A Financial Withdrawal Notice may be issued after payment reaches a 30 day overdue status. This means a student may not be permitted to attend classes until the account is brought up to date. Upon receipt of this notice, parents or guardians will have ten days to make necessary arrangements to bring their account current or withdraw their student(s) from Victory Christian School.

Students will not receive final report cards, transcripts, 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 balance is paid in full.

1. The registration fee of \$100 must be paid at the time of registration and is nonrefundable and nontransferable.

2. A book fee of \$375 per student must be paid by August 1.

3. A 10% discount on tuition is applied when full payment of tuition is made prior to the first day of school.

4. A ten-month payment plan is available to all families and is calculated by dividing the total tuition cost by ten. Payments are due monthly from September 1 through June 1.

5. Tuition Rates:

-Half Day K5	\$2,350	=	\$235 per month
-One student	\$2,850	=	\$285 per month
-Two students*	\$4,750	=	\$475 per month
-Three students*	\$6,150	=	\$615 per month
-Add'l students*	\$1,500	=	\$150 per month
(*per family)			

6. Other fees throughout the year may include (but are not limited to) sports and/or PE uniforms, VCS sweatshirts/jackets, yearbook purchases, class trips, and graduation fees. [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.]

7. VCS accepts payments by cash, check, or credit card. (There is a 3% fee for credit card transactions.) Parents may personally drop off a payment in the school office, or payments can 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 students and teachers. 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.

It is our desire to keep our school routine as close to normalcy as possible, while also attempting to mitigate the risk of exposure to sickness and viruses. Teachers and staff will provide daily sanitization of hard surfaces in the classrooms and throughout the building. Hand sanitizing stations will be available in each classroom for students' use throughout the day.

### 1. Illness Policy

For the welfare of your child and others in the classroom, all children who are sick need to be kept at home. Parents are asked to closely monitor their student(s) for symptoms of communicable virus, including fever over 100.4°. We ask that parents do not send their child to school while they are displaying symptoms of illness and running a fever; and until they are at least 24 hours fever-free and symptom-free without the aid of medication. Students who become symptomatic and/or begin to run a fever while at school will be sent to the office to await a parent's coming to pick them up.

### 2. Medication

If a student needs to take any medication on a regular/daily basis during school hours, parents must provide VCS a letter of authorization for administration of that medication from the child's physician, bearing the physician's signature, to be kept on file in the office. The medication to be dispensed will be kept in the school medical supply area and dispensed in the school office according to the doctor's instructions. Medicine must be properly labeled with the student's name and instructions for administration. If your child requires medication during school hours and we do not have signed authorization, it will be necessary for the parent to come to the school to administer the medication.

Students who need to take prescription or over-the-counter medication (like antibiotics or cold/allergy relief) on a temporary basis should bring the medication to the office, labeled with the student's name and instructions for administration of the medication. The office will keep the medication and dispense it as directed. Teachers will not be held responsible for carrying out these duties. Students should never self-administer medication while at school.

The office will supply over-the-counter pain relievers and antacids to students upon request; a note will be sent home with students who are administered these medications. Please inform the office if you do NOT want your student to receive medications in the office.

## **Standards of Dress and Appearance**

The biblical principles underlying all VCS 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, including during sports activities after school where students are either participants or spectators. 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. Polo shirts are not acceptable to wear with a tie.

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 casual dress in style. Pants must be kept in good condition - no holes, patches, frayed edges or slits. Cargo pants, carpenter pants, 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 must be button down or polo style; all shirts must have a collar. No pictures or writing (except small brand logos) are permissible. All shirts should be masculine in appearance and color. (If “turtle-neck” shirts are worn, they must be worn under a regular collared shirt.) 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.
3. During cold weather, students may wear a sweater or cardigan in the classroom over their regular school clothes. Sweaters and cardigans should not have graphics or writing on them (a small logo is permissible). Sweatshirts and hoodies are not acceptable for classroom dress.
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, dreadlocks, or 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. If a student comes to school unshaven after being warned the day before, he will be sent to the office where he will be given a razor and shaving cream to shave before he comes back to class.

6. Young men must not wear jewelry (except for watches), including bracelets, earrings, or necklaces. Nail polish is not permitted on young men. No permanent or temporary tattoos are allowed. Apple watches, Fitbits, etc. may be worn, but students must not use them for anything other than to look at the time. If a student is using his watch in a way not in accordance with the rules, he will forfeit his privilege to wear it.

7. Special program dress: Young men must wear black pants, a white dress shirt, dark tie, and dark shoes. Please no tennis shoes.

### *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). Crop tops are not permitted for classroom dress. Proper, age-appropriate undergarments in neutral colors must be worn at all times.

3. During cold weather, students may wear a sweater or cardigan in the classroom over their regular school clothes. Sweaters and cardigans should not have graphics or writing on them (a small logo is permissible). Sweatshirts and hoodies are not acceptable for classroom dress.

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. No permanent or temporary tattoos are allowed.

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.

7. Special program dress: Young ladies should wear an outfit that is in accordance to the VCS handbook for school dress. Please no tennis shoes.

**\*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, VCS teachers may take their 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 1st-8th grades. High school students are required to complete one credit of P.E. (usually during their 10th or 11th grade year).

P.E. students in 4th-8th grades and High School 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. Microwaves are available for items that need to be heated. Snacks, drinks, and meal items are always available for purchase in the lunch room every day. We ask parents to please send money with students to pay for these items at lunch time each day. Lunch charges will be billed to parents whose students have come to school with no lunch and no money. We ask that this method of charging be used only in emergency situations.

Items from Chick-fil-A are available for purchase for lunch on Thursdays. Students can choose between a regular Chick-fil-A sandwich and an order of 8 nuggets for \$5.50 each. Students will need to place orders and pay on Wednesday for lunch on Thursday.

On Fridays, Sparky's pizza is offered for \$1.25 per slice.

## 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.