

*****No changes to the dress code for 2023-2024*****

VIII. DRESS CODE

Boys

Shirts:

Polo and dress shirts, must have a collar. (no writing on shirt, only small logo permitted).

Square cut Shirts may be untucked. Shirts with tails must be tucked in.

All buttoned shirts must be buttoned to the second button from the top.

Sweaters are acceptable.

No hoodies or sweatshirts. Fleeeces are acceptable (full or quarter zip, small logo OK, no hooded fleeces)

Pants:

Pants, trousers or shorts to the knee.

NO Blue Jeans or Jean style pants. Cargo pants are permitted.

No worn, holey or distressed shirts or pants

Shoes:

Dress/Casual Dress style shoes/boots or sandals

No Tennis Shoes/sneakers, or flip flops.

Elementary boys may wear tennis shoes.

Hair:

Boy's hair must be off the ears, off the collar and above the eyebrows.

Neatly trimmed facial hair is allowed.

No facial hair on game days

Girls

Shirts:

Polo & modest (no undergarments should be visible) dressy shirts (dressy shirts do not have to have a collar) small logo permitted)
no crop tops, shirts, or sweaters.

Collared shirts must be buttoned to the second button from the top.

Sweaters or sweaters with a hood are permitted.

Modest shirts must be worn under all sweaters.

No hoodies or sweatshirts. Fleeeces are acceptable (full or quarter zip, small logo OK, no hooded fleeces)

Pants/Skirts:

Pants, Capris, Skirts or shorts (No athletic shorts, skinny pants, stretch/spandex pants, yoga pants or leggings (leggings OK under dresses/skirts that come to the knee)

No Blue Jeans or Jean style pants.

Jumpers, dresses and shorts may be worn, but the hem must come to the knee.

Dresses and Jumpers: Please make sure that the neckline/collar of the dress meets the standard we are using for polo or button-up shirts (no revealing necklines)

Note for girls Preschool – 2nd Grade: Shorts/leggings must be worn under skirts and dresses that come to the knee

No worn, holey or distressed shirts, pants/skirts or dresses.

Shoes:

Dress /Casual Dress style shoes/boots or sandals .

No Tennis Shoes, flip flops, slippers or casual boots (no furry or “ugg-style” boots).

Elementary girls may wear tennis shoes.

All Students:

Tattoos: Due to the fact that tattoos can be a distraction, all tattoos must be covered at all times. This policy applies anytime the student is representing Skeels Christian School, whether on campus or off. Any violations will be considered a dress code violation.

Piercing and body modification: Any visible piercings or body modifications except ear piercings on girls are prohibited.

Dress Code Violations fall under the progressive discipline point system under “less serious offenses”.

Note: The administration reserves the right to change the dress code policy as needed. The key to this policy is godliness and modesty. Dress should be neat in appearance and dressy enough for an interview setting. Let us be individuals who factor Christ into the decisions we make...even when it comes to clothing and appearance.

IX. ATHLETIC POLICIES *(please see the athletic handbook for additional information)*

1 Cor. 10:31 says, “Whether, therefore, ye eat, or drink, or whatsoever ye do, do all to the glory of God,” and Col. 3:23 says, “And whatsoever ye do, do it heartily, as to the Lord.” This, of course, includes athletics and sports activities.

Fifth grade through twelfth grade students are given the opportunity to participate in soccer, basketball, and volleyball. Students should realize that being a team member is a privilege and an honor that brings responsibilities along with it. Since a student’s heart attitude is demonstrated through his/her actions and appearance, team members should be especially conscious about presenting a consistent, Christian testimony both on and off the court or playing field. 1 Tim. 4:12 says, “Let no man despise thy youth, but be thou an example of the believer, in word, in conversation, in charity, in spirit, in faith, in purity.”

Students who choose to participate in sports should be committed to the team and appreciate and respect the efforts of their coach(s) and school in providing them with this opportunity. Failure to cooperate with guidelines may result in disciplinary action being taken and/or suspension from the team. Missing school on the day of a game or practice will result in ineligibility for that night’s game or practice. Participation is at the discretion of the coach and/or the administration.

A. ELIGIBILITY

In order to help ensure a balance between our students’ academic education and their physical athletic lives, the following policies have been adopted with respect to athletic eligibility.

In order to participate in sports:

1. Each athlete must maintain a C average as their overall grade in order to remain eligible. If the overall grade falls below a C-, the student will not be eligible to play for two weeks. If the student receives a failing grade in any class, but still maintains a C average as an overall grade, they will be eligible to play on the team, but not as a starter.
2. The time intervals for checking an athlete’s overall grade average and eligibility will be every two weeks.
3. When ineligible, the student is still expected to practice with their team and attend games.
4. Elementary students must not have any missing assignments.

Note: Repetitive acts of ineligibility may result in suspension or expulsion from the team. This will be enforced at the discretion of the coach, athletic director, and/or administrator.

B. DRESS CODE FOR GAMES

The Athletic Director will determine appropriate dress for athletes:

1. at school on game days
2. for travel to games
3. for attire worn back to school

Spectators are encouraged to be conscious and sensitive about their appearance at sporting events as well.

C. CONDUCT AT SPORTING EVENTS

Students are to realize that their attitudes and conduct at sporting events reflect upon the testimony of the Lord as well as our school. Therefore:

1. Athletes are to show respect for the opposing school, their athletes, and spectators.
2. Yelling derogatory remarks to players, coaches, spectators, or the officials is unacceptable. The same applies to arguing or complaining.
3. Dirty or un-sportsman-like conduct is unacceptable.
4. Cheering for our team is encouraged.
5. Any student who fails to uphold a good testimony to the Lord or the school by his attitudes or actions before, during, or after a game may be suspended from the team and/or from school.
6. Spectators are encouraged to observe the above guidelines during sporting events as well.

D. TRANSPORTATION TO AND FROM SPORTING EVENTS

1. Each parent is responsible to make sure their child has a ride to the away games and back.
2. Boys and girls should ride in separate vehicles whenever possible. If they cannot be in separate vehicles, they will be encouraged to be in separate seats.
3. The school assumes no responsibility for spectators who drive themselves to and from games.

X. MISCELLANEOUS GUIDELINES

A. BUILDINGS AND GROUNDS

All school property and facilities ultimately belong to the Lord. Therefore, it is of utmost importance that all students respect the property and work to maintain its condition and appearance.

This can be done by (but not be limited to):

1. Refraining from the malicious defaming or destruction of the buildings, grounds, and all property.
2. Placing all trash in provided containers.
3. Eating only in the designated areas.
4. Cleaning up after a task or project is completed.
5. Using furniture for its intended purpose--no sitting on tables, desks, heating registers, etc.
6. Decorating lockers appropriately.

B. VISITORS

Parents, grandparents and visitors to the school must first check in at the office. Visitors may not have lunch with students unless pre-arranged by parents via a written note or a phone call to the office. Visitors to classrooms must first receive permission in advance from the teacher before they visit a specific classroom.

C. FIELD TRIPS/CLASS PARTIES

Classes may plan parties or outings with their advisor if they desire. These must be scheduled through the office.

Students demonstrating untrustworthiness throughout the school year (i.e. receiving 2 offenses) may be ineligible to participate in year-end trips (such as wilderness camp, the senior trip, or other school sponsored trips) This will be evaluated and determined by the administrator.

From time to time students are invited to "private" parties sponsored by a classmate, but these are not endorsed school functions. We recommend that parents check carefully to see that private parties are going to be

well chaperoned and maintain a wholesome, Christ-like testimony.

Field Trip Policy Regarding Non-Skeels Students

Field trips and special events are planned for the benefit and enjoyment of a particular class. The teacher spends much time and effort to make these events worthwhile. Due to liability these events are limited to students enrolled at Skeels Christian School. If in some instances, non-Skeels students are allowed to go along, the teacher is not responsible for making any of the arrangements (transportation, tickets, etc.). These non-Skeels students must have a parent present. The teacher should be consulted before this takes place.

D. STUDENTS' VEHICLES

Licensed students are permitted to drive to school if they have filed a driving permit with the office, received their parking pass and obey the following guidelines:

1. Students must park appropriately in the designated area.
2. Parking permits need to be displayed from the rearview mirror facing forward at all times on campus.
3. Students are to leave their cars and go to the designated waiting area as soon as they arrive.
4. Students are not to be in their cars or in the parking lot during the school day.
5. Until school is dismissed, students may not leave the campus without permission from a guardian and the school office.
6. Please be very careful about throwing stones (with your tires or otherwise).
7. Students are to drive in a cautious manner, not exceeding 10 mph on the campus.
8. Failure to comply with these rules may result in a student's loss of school driving privilege

E. DROPPING OFF/PICKING UP INFORMATION

1. Unless students ride with a staff member, they should go directly to their ride home upon dismissal from school.
2. There is to be no playing or lingering in the parking lot.
3. If a ride has not yet arrived, students are to remain in the school building or on the front sidewalk.
4. Children should be instructed to enter their ride home only when cleared by a staff member.
5. Alternate rides home will be permitted only if a phone call or note has been sent informing the office in advance of the change.
6. Parents are to line up single file in the driveway loop to drop off and pick up their children.
7. If you need to exit your vehicle during drop off or pick up times, please move your vehicle to the parking lot by the Gym or to the South of the Office door if a space is available.
8. We ask that students do not cross the parking lot to enter cars.
9. Space along the building should be allowed for the various transit buses who pick up and drop off students.
10. Please do not leave your car in front of the doors. If you need to wait for your student, please circle around and line up again so that the other parents can continue the process.

Consideration and punctuality will help better facilitate and expedite the entire process as well as assure the children's safety. It would greatly help us if you would also pass these instructions on to anyone else who might be picking up or dropping off your student.

F. SCHOOL CLOSINGS

Inclement weather may cause school to be delayed, canceled, or dismissed early. Such decisions usually (but not always) follow the decisions of either Gladwin, Harrison, Houghton Lake, or Ogemaw Public Schools and will be announced over TV 9/10. All school families will receive a call/text from the school messenger through the Clare - Gladwin RESD informing of delays or cancellations.

G. STUDENT PROBATION

If, during the fourth quarter, a student's behavior and attitudes are observed to be out of harmony with the goals and standards of our school, that student may be re-enrolled for the following year on probationary status. The terms of probation will be as follows:

1. The student will be considered to be at the second offense level of the disciplinary policy.
2. The student may not be allowed to represent the school in sports or other extracurricular activities if determined by the administration. The probationary term will continue until the end of the first semester. Because attitudes are measurable, a decision about the student's enrollment will be made by the administrator at that time.

H. DISMISSAL/EXPULSION

Students will be dismissed from school if their parents will not cooperate with the administration, or when a student's conduct, attitudes, or lack of effort make it inadvisable for the student to remain enrolled. Students failing Bible class two semesters in a row, will be evaluated whether or not they are eligible to continue as a student at Skeels.

Since attendance at SCS is a privilege and not a right, students found to be out of harmony with school policy will be requested to withdraw whenever the general welfare demands it. Students who leave the school for whatever reason will be assessed tuition through the end of the month last attended. Any student who has been suspended or dismissed may be prohibited from being on school grounds or at school activities during that time. However, a dismissed student may apply for readmission the following school year. The School Board will interview the student, and if he/she is readmitted, his/her status will be probationary for the first semester.

Note: Students who are suspended or have been expelled are not permitted on school property without permission from the Administrator. The only exception is a sibling that is needed by their parents to pick up/drop off a sibling of their own. In this case, the suspended/expelled student must remain in their vehicle and in the drop off/pick up loop in the front of the school.

I. FINANCIAL POLICIES

Late Payment Policy

Skeels Christian School is a ministry that relies on faith, God's faithfulness and the faithfulness of our supporters, staff and families to meet our monthly financial needs. We have minimal financial reserves and thus it is essential that each family faithfully make their monthly payments to the school. Financial delinquency by a couple of families can significantly impact our ability to meet the financial obligations of the school. Therefore, the following policy is being instituted regarding late payments.

Tuition: The first monthly payment of the school year is due at Orientation. After that each monthly payment is due on the 15th of the month. All accounts must be current on the 16th or your student cannot attend starting that day and until the account is brought up to date. If you anticipate your payment will be late due to a hardship of some sort you must contact the Financial Secretary BEFORE the payment due date to explain the situation and to communicate your plan to catch up your payments. Your student will then be allowed to continue attendance as long as you are meeting your promised and agreed upon commitment. Tuition costs are established by the SCS School Board. It is the intent of the Board, that tuition will remain the same throughout the academic year and will not be impacted by school closures caused by natural disasters, illness, building damage, weather conditions, or other unforeseeable factors.

Fundraising and Family Service: Service is a vital part of the ministry of Skeels Christian School. It is important that you strive to participate in each fundraiser and fulfill your family service hours in a timely manner in order to successfully satisfy your total required goal.

Early Enrollment: All accounts must be current before re-enrolling for the next year, including family service, unless alternate arrangements have been made with the School Board.

Approved Family Service Tasks: Volunteering to help during fundraising and sporting events (concessions, set-up, tear-down, and various tasks as assigned by the Fundraising Coordinator and/or Athletic Director), Assisting teachers in academic related classroom activities and classroom preparation, maintenance activities, wood cutting or loading the furnaces, shoveling snow, landscape, or other contractible duties. Please contact the school office to see if a specific task that is not on this list qualifies for family service hours.

EARLY WITHDRAWAL: *In the event that a parent chooses to withdraw a student before the end of the school year, the following procedure will follow for billing:*

When a parent withdraws a student at the quarter they will need to have tuition payments current for 25%, 50%, and 75% respectively. This includes all late fees, additional fees or book fees.

If a withdrawal is made within the quarter, a credit will be issued for the remainder of months left in the school year. (Example: Tuition is \$2000.00, parent withdraws student in February, they will receive credit for the last 3 months of school. Parent's tuition would be prorated to a new rate of \$1,400. If parent paid payments on schedule through the year, they would have a \$0 balance at withdrawal). Any withdrawal after the 10th of the month will be charged for the entire month. Family service will be prorated at \$50 per semester.

If a parent withdraws a child and still has a remaining balance, a payment plan will be made with the Financial Secretary when they leave. Skeels Christian School will gladly set you up with a payment plan that you can afford so that your bill can be made current. Skeels Christian School will send monthly statements until the bill is paid in full. If the bill is not paid during the payment schedule, the Board reserves the right to turn the debt over to collections. Please note that your student's transcripts will not be sent to the school you are transferring your student to until your account is made current.

J. GRIEVANCE PROCEDURE

If a parent has a concern or question related to a classroom situation, he should meet with that particular classroom teacher. If the matter is not resolved, then the administrator is the proper person to contact. Thereafter, a conference with the parents, teacher, and the administrator may be in order.

The final recourse for the unsettled grievance is to send a written request for a conference with the School Board, teacher, and Administrator. This procedure is to be followed in every case.

K. MEDICAL COVERAGE

Skeels Christian School does not carry medical insurance on its students. Parents are encouraged to consult with their insurance professional to make sure that their child is covered to/from and while at Skeels.

L. NON-DISCRIMINATION POLICY

Skeels Christian School admits students of any race, color, nationality or ethnic origin to all rights, privileges, programs and activities accorded or made available to students at the school. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, scholarship programs, athletic or other school administered programs.

M. VOLUNTEERS

All Volunteers and Family Service Hour helpers that will have any contact with children must have a background check performed. All background check paperwork must be turned in no later than the second week of school. If you have not turned in paperwork by this time you will not be permitted to participate in any work that brings you into direct contact with students. Volunteers must turn in a Family Service Hour form to the office in order to get credit for their hours worked.

N. SENIOR TRIP POLICY

Upon entering secondary education at Skeels, students are given opportunities to raise funds towards the cost of their senior trip. This trip is seen as a reward for the hard work of completing the graduation requirements for Skeels. During the spring of their senior year each class takes a trip, the destination of which is determined by the class and includes a missional component. As fundraising opportunities occur, the profit from these activities is

divided by the class sponsor into accounts for each participating student. This distribution is done by the class sponsor and based on the level of participation by the student and his or her parents.

Although attributed to individual accounts, this money is considered as belonging to the class. Therefore, if for any reason the child does not use this money for their senior trip or Skeels graduation expenses, this money will remain with the class. Refunds will not be given for the following reasons (these are not exhaustive):

1. The student leaves Skeels voluntarily.
2. The student is expelled from Skeels.
3. The student wishes to apply this money to other school expenses (i.e. tuition, books, etc.).
4. The student is not in good standing at the time of the senior trip and is not permitted to attend. Good standing means not suspended and on course to finish all graduation requirements by the end of the school year.
5. The student chooses not to go on the trip.
6. The student has not raised sufficient funds to pay for the trip and is not able to cover the additional expense.

If a student is unable to graduate with the class he or she entered with, but is on course to subsequently graduate from Skeels with a later class, funds attributed to the student will transfer to the class he or she will graduate with. Situations where a student is unable to go on the trip due to circumstances beyond their control shall be evaluated by the Board on an individual basis.

Any requests for exceptions to this policy need to be presented in writing to the Board. Exceptions may be granted on an individual basis based on extraordinary circumstances. Under no circumstances will funds be given to a student or their family for their own discretionary use.

O. STUDENT ID BADGE POLICY

Identification badges are an important part of the Skeels Christian School plan to ensure safety on campus. **Students are expected to wear their ID badges at all times during the school day.** Badges are to be left at school at day's end.

Issuance of Badges

Each student will be issued a new ID badge and lanyard at the beginning of the school year. Replacement badges (\$5.00) must be purchased if a student misplaces or loses their originally issued badge. Students unable to pay the fee at the time of issuance of a temporary/replacement badge will have an obligation added to their account.

Key Points

1. Badges must be worn at all times while on campus during school hours.
2. Badges must be visible and worn around the neck..
3. Only official issued ID badges and temporary badges are to be worn and/or displayed.
4. Badges may not be defaced (including covering the name, barcode, or picture).
5. Use your badge to check in/out library books.

Disciplinary Action

Failure to wear an official ID badge in accordance with this policy is a level 1 offense.

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