



CCHS

Parent-Student Handbook

2019-20

Welcome and Expectations	2
Introduction	3
Extra-Curricular Activities	4
History	4
Vision Statement	5
Mission Statement:	5
Statement of Purpose	5
School Colors, Mascot and Verse:	5
Philosophy Statement	5
School-wide Learning Goals	6
Statement of Faith	7
Attendance Policies and Procedures	8
Closed Campus Policy	9
Parking Lot Passes	9
Sign-In/Sign-Out	9
Tardiness	10
Dress Code Introduction	10
Spirit Wear and Athletics	11
Dress Code Violation Disciplinary Actions	12
Discipline Policies and Procedures	12
Cellular Phones or Musical Devices	13
Cheating/Plagiarism	13
Classroom Infractions	14
Social Conduct Parameters	15
Office Referral and Major Steps of Discipline	15
Student to Student Conduct	16
Academic Policies and Procedures	17

Community Service Program	18
Cumulative Records	19
Drop Procedures	19
Grading Policies	20
Homework Policy	21
ParentsWeb	22
Athletic Policies and Procedures	24
CCHS Athletic Programs	26
Fees/ athletic and spirit packs	27
General Information	31
On-Campus Visitors - Shadowing	35
Student ID/ASB Cards	36
Textbooks and Supplies	37

Welcome and Expectations

At Calvary Chapel High School we are building tomorrow's Christian leaders today. A leader is someone who is ready, prepared and willing to go first. Our goal is that every student will be ready and prepared. We lovingly engage, educationally equip, and personally empower our students so they are ready and prepared for the future. We pray that after they are ready and prepared each student will be willing to go first as a Christian and a leader.

We believe that values drive decisions, and our decisions develop who we become. In any relationship it is important to have similar or agreed upon values in order for that relationship to work well. Calvary Chapel Schools has five core values that drive and define who we are and who we want to be. Because we are a Christian school, our values and expectations are rooted in the ideas and teachings of the Bible. If you do not agree with these values, Calvary Chapel Schools may not be the right school environment for you.

We value people by showing kindness, courtesy, and respect because they are created in the image of God and Christ died for each one. This value describes how we want to treat others and the importance of every person. People are the most important part of our campus.

We pursue continual personal growth beyond temporary achievements with curiosity, grit, and self reflection. This value causes us to seek constant development and improvement. Real growth is who you are, it is not just what you get. Achievements and awards are results of growth not the goal.

We collaborate by being engaged, positive, and creative working together for our common goals. This value reminds us that we are better when we can work together as parents, students, and staff for the common goal to make sure every student is ready and prepared for the future.

We lead by being ready, prepared, and willing to do what needs to be done first. This value reflects our goal for everyone to be a leader through their choices and influence. Making good choices and doing the right thing first are powerful, and we are ready and prepared so we can help others.

Lastly, we seek to glorify God by reflecting His character and representing him in word, action, and attitude. This value is the bedrock of who we are. This is the one value that stands above the rest. We want to rightly represent the Lord in all we do. This points us to a passion for excellence and a focus on pleasing Christ.

There are times we make choices that are outside of our values. If students are continually making choices that are not in line with our values or positive expectations, that will hinder their own growth and the growth of others. Therefore, this handbook will outline the choices and behaviors that we seek to promote and expect in order to have an effective learning environment and for our students to be ready and prepared for the future that God has for them.

In the best interest of the entire school community, certain guidelines of conduct must be maintained by all students of Calvary Chapel High School, whether on or off campus, so that we might live and work well together. We do not expect all our students or families to be Christians, but we do expect that all students and families respect that we as a school are a Christian school and structure ourselves around the literal interpretation of the unchanging Word of God.

Introduction

This student handbook is designed to familiarize you with the many facets of student life. You are urged to read it carefully, and use it wisely. Students and parents that enroll at CCHS agree with, and are willing to abide by the standards and provisions contained within this booklet. The parents/guardians and students accept the contents of the Student Handbook as essential parts of the contract between them and Calvary Chapel High School in both letter and spirit. The school rules, regulations, and policies listed in this document may be added to or amended by the administration of Calvary Chapel High School at any time through an oral or written notice to students and/or parents. Additionally, no handbook can address every situation. This representation of school guidelines is not meant to be exhaustive. The administration is the final arbiter in any decision.

Accreditation

Calvary Chapel High School is accredited by both ACTS (Association of Christian Teachers and Schools) and WASC (the Western Association of Schools and Colleges), a non-governmental, nationally recognized organization whose affiliated institutions include elementary schools through collegiate institutions offering post-graduate instruction.

Accreditation of an institution by WASC indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer group review process. An accredited school or college is one which has the necessary resources available to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future.

Attendance

Calvary Chapel Schools seeks young men and women who will benefit from a college preparatory, liberal arts education taught by teachers who are knowledgeable and passionate about their field of study, compassionate and excited about the students they teach and substantial in their openness to the Christian faith, thought and character. Candidates for admission are considered on their academic record, behavior records, standardized test scores, evident enthusiasm for learning and a personal interview that evaluates the student's and parent's support of the vision and mission of Calvary Chapel Schools. All students must have a desire to attend Calvary Chapel Schools and agree to honestly and wholeheartedly apply themselves. They also agree to be courteous and respectful to their peers, staff, faculty, and others. Calvary Chapel Schools reserves the right to select students and families based on their worldview, lifestyle choices, academic performance and personal qualifications including the willingness to cooperate with the school and abide by biblical principles and school policies.

CCHS does not discriminate based on race, color, national and ethnic origin in admissions policies, scholarship programs, athletic and other school-administered programs. CCHS grants students of any race, color and national or ethnic origin all the rights, privileges, programs and activities generally made available to students.

Athletics

Calvary Chapel High School is a member of the California Interscholastic Federation (CIF) Southern Section and competes in the Orange Coast League. CCHS fields varsity teams in Football, Cross Country, Girls' Tennis, Girls' and Boys' Volleyball, Girls' and Boys' Soccer, Girls' and Boys' Basketball, Wrestling, Baseball, Track and Field, Softball, Swimming and Girls' and Boys' Golf.

Extra-Curricular Activities

CCHS students have the opportunity to participate in a number of extra-curricular activities such as, but not limited to, the Associated Student Body (ASB), Drama, Key Club, Link Crew, National Honor Society, National Art Honor Society, Pep Band, Worship Team, community service events, Varsity Sports, and mission trips.

Student participation in extracurricular activities is considered to be a privilege. Students who participate in extra-curricular activities must assume certain obligations and responsibilities beyond those of other students. High standards of conduct, performance, and leadership will be expected of all students participating in extracurricular activities.

During the year, there may be several activities in which administration will use school transportation to transport students to an extracurricular activity. These events are including but not limited to: service trips, school formals and semi formals, class events, and sporting events. CCHS is not responsible for any activities and events not sponsored by the school (i.e. birthday parties, Christmas parties, etc.)

Health and Safety

Calvary Chapel Schools has a Health Office on campus where a full-time registered nurse (RN) treats all non-emergency cases. Our campus has defibrillators strategically placed for easy access and the staff is trained in their use. The administration conducts regular fire, earthquake and lockdown drills to ensure that our students and staff are prepared in case of an emergency. Our armed security guards monitor the campus throughout the day to ensure student safety.

History

Calvary Chapel Schools (CCS) was founded by Calvary Chapel of Costa Mesa (CCCM). CCCM opened its doors in 1970 under the leadership of Pastor Chuck Smith. In 1973, Maranatha Christian Academy (MCA) was started in response to the need from the church families who wanted their children to receive a Christian education. CCHS was added in 1988 to further meet the educational, social and spiritual needs of the children from the CCCM church body. The high school was designed to provide students with a challenging and comprehensive college preparatory program developing competence in Bible, English, Mathematics, Science, Fine Arts, Language other than English, History and Physical Education. Since its humble beginnings in 1973, CCS has continued to grow, by God's grace, and impact our community in a variety of wonderful ways.

Mission Statement:

Our mission is to build tomorrow's Christian leaders today by lovingly engaging, educationally equipping, and personally empowering all students to be ready and prepared for the future.

Statement of Purpose

The Calvary Chapel High School staff members seek to build tomorrow's Christian leaders today while demonstrating the values of people, growth, leadership, collaboration, and the glory of God. Students will acquire wisdom, knowledge, and a Biblical worldview to be servant leaders in the 21st century as evidenced by both their understanding and application of the truth and the skills they have learned.

School Colors, Mascot and Verse:

Navy Blue and Vegas Gold are school colors. Our mascot is the eagle. Our school verse is Isaiah 40:31.

Alma Mater

Stand all together

Friends evermore

Bound by the love that comes

From Jesus Christ our Lord.

Voices in song

Are raised to the sky,

Never will we forget...CALVARY CHAPEL HIGH!

Philosophy Statement

The philosophy of Calvary Chapel Schools is intrinsically aligned to that of Calvary Chapel Costa Mesa where the supreme desire is to know Christ and to be conformed to His image by the power of the Holy Spirit. We believe that the teaching and training up of a child is primarily the responsibility and Biblical duty of the parent(s). Therefore, our school exists to assist parents in that process.

Pledge of Allegiance/National Anthem

Calvary Chapel Schools requires students to stand and participate in the Pledge of Allegiance each morning and the National Anthem at all events and gatherings.

Special Education Services

Calvary Chapel Schools employs a resource teacher who works with students and teachers to prepare modest accommodations for students with learning differences.

School-wide Learning Goals

Comprehension

We want our students to master the COMPREHENSION of the foundational knowledge and facts of each subject area of study.

“Behold, my eye has seen all this, my ear has heard and understood it.” Job 13:1

Critical Thinking

We want our students to THINK CRITICALLY about the knowledge and facts they have acquired.

“So that you incline your ear to wisdom, and apply your heart to understanding.” Proverbs 2:2

Creativity

We want our students to use CREATIVITY in problem solving and self expression with the knowledge and facts they know.

“So he who had received five talents came and brought five other talents, saying, ‘Lord, you delivered to me five talents; look I have gained five more besides them.’ His lord said to him, ‘Well done, good and faithful servant; you were faithful over a few things, I will make you ruler over many things. Enter into the joy of the lord.’” Matthew 25:20-21

Communication

We want our students to use clear COMMUNICATION to share, understand, and discuss the knowledge and facts they have critically and creatively considered.

“From a wise mind comes wise speech; the words of the wise are persuasive.” Prov. 16:23

Cooperation

We want our students to use COOPERATION with others within the learning process.

“For as we have many members in one body, but all members do not have the same function, so we, being many, are one body in Christ, and individually members of one another. Having then gifts differing according to the grace that is given to us, let us use them...” Romans 12:4-6a

Statement of Faith

Calvary Chapel Schools abides by the Calvary Chapel Costa Mesa Statement of Faith. This statement of faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of Calvary Chapel School’s faith, doctrine, practice, policy, and discipline, our Calvary Chapel Church Board is the final interpretive authority on the Bible’s meaning, interpretation, and application. Students that choose to attend Calvary Chapel Schools should have a lifestyle that respects and is consistent with these beliefs.

God.

We believe that there is one living and true God, who exists in three persons as the Father, Son, and Holy Spirit. All equal in power and authority, the Godhead is the Creator, sustainer, and governor of all things.

2 Corinthians 13:14, The grace of the Lord Jesus Christ, and the love of God, and the communion of the Holy Spirit be with you all. Amen.

Bible.

We believe that God has communicated to us through the Old and New Testaments, which are true and without error. Scripture is the foundation of our individual lives and the blueprint for His church.

2 Timothy 3:16-17, All Scripture is given by inspiration of God, and is profitable for doctrine, for reproof, for correction, for instruction in righteousness, that the man of God may be complete, thoroughly equipped for every good work.

Creation.

We believe that God created our world and gave it life. He is the Maker, who by simply speaking brought everything into existence and tasked humanity to care for it.

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. (Gen 1:26-27.) Rejection of one's biological sex is a rejection of the image of God within that person.

Colossians 1:16, For by Him all things were created that are in heaven and that are on earth, visible and invisible, whether thrones or dominions or principalities or powers. All things were created through Him and for Him.

Jesus.

We believe that God became man so that we might be reconnected to Him. As a man, Jesus of Nazareth fulfilled this mission by His death and resurrection, and as God remains the object of our worship.

Isaiah 9:6, For unto us a Child is born, unto us a Son is given; and the government will be upon His shoulder. And His name will be called Wonderful, Counselor, Mighty God, Everlasting Father, Prince of Peace.

Salvation.

We believe that God invites everyone to entrust their lives to Jesus Christ. This act of faith initiates God graciously giving us spiritual birth, a place in His family, purpose in this life, and residency with Him forever.

John 1:12-13, But as many as received Him, to them He gave the right to become children of God, to those who believe in His name: who were born, not of blood, nor of the will of the flesh, nor of the will of man, but of God.

Church.

We believe that God has formed a universal community from those who follow Him. We are connected to each other locally, where we gather to worship Him, be taught by Him, and be sent by Him.

Ephesians 2:19-22, Now, therefore, you are no longer strangers and foreigners, but fellow citizens with the saints and members of the household of God, having been built on the foundation of the apostles and prophets, Jesus Christ Himself being the chief cornerstone, in whom the whole building, being fitted together, grows into a holy temple in the Lord, in whom you also are being built together for a dwelling place of God in the Spirit.

Life.

We believe that God has given us His Spirit to have the liberty, power, and wisdom to live every day for Him. The believer who yields to His presence will experience the supernatural in all areas of life.

John 14:12-13, "Most assuredly, I say to you, he who believes in Me, the works that I do he will do also; and greater works than these he will do, because I go to My Father. And whatever you ask in My name, that I will do, that the Father may be glorified in the Son."

We believe that any form of sexual immorality (including fornication, sexting, homosexual behavior, bisexual conduct, incest, and use of pornography) is sinful, unhealthy, and offensive to God.

I Cor. 6:9-10, "Or do you not know that the unrighteous will not inherit the kingdom of God? Do not be deceived: neither the sexually immoral, nor idolaters, nor adulterers, nor men who practice homosexuality, nor thieves, nor the greedy, nor drunkards, nor revilers, nor swindlers will inherit the kingdom of God."

Attendance Policies and Procedures

Introduction

We take our responsibility for our students' welfare and whereabouts seriously. Regular attendance in all classes is one of the greatest contributing factors to success in school. Please keep this in mind and whenever possible schedule all outside activities after the regular school hours. Although we are a private school, we must follow the guidelines set by the State of California as they relate to attendance.

Absences

A student who is absent for any reason is required to make up their missing work. Students normally have a day for a day of absence to make up work. Please, inform the school if a student will be out of school for a planned absence for a period of five days or more.

After an absence, the student has three days to clear the absence with a note from a parent or guardian delivered to the office. Include the student's name, grade level, date and the reason for the absence. After three days, the absence will be considered uncleared, and the student will receive the discipline outlined below:

1st Uncleared Absence: Parent Contact

2nd Uncleared Absence: 8th Period Detention

3rd Uncleared Absence: Saturday School

Excessive Absence Policy

Regular attendance at school is crucial for a student's progress and education. Excessive absences are detrimental to student growth and classroom participation. Excessive absences affect a student's grade and could be considered grounds for dismissal. Students who are absent five or more consecutive days may require a note from their physician for re-admittance.

Attendance in class is a necessary part of the learning and collaborative process. Students with more than ten (10) absences in any course or period per semester will be evaluated by the Administration and may not be able to receive credit for that course. The course may need to be repeated to receive credit. Absences due to school functions or school mission trips will not be counted towards the ten (10) absences.

Falsified documents:

The school's ability to provide for the needs of each student depends upon the authenticity and reliability of the information available. Any effort to submit falsified documents, to alter documents or to sign under false pretenses will result in disciplinary action.

Student athletes:

A student may not participate in any athletic event including practice or games, if they were not in attendance that day for at least 3 periods. Any exceptions to the above rule must be approved by the Athletic Director or Principal.

Closed Campus Policy

CCHS is a closed campus. All students are required to remain on campus until the end of their school day including breaks, passing periods and lunch. Only Seniors are permitted to leave campus for lunch. Any student leaving campus for any reason must have permission by a parent/guardian through the Attendance Office.

All students are required to leave campus once they have completed their daily schedule and may not loiter or congregate in the parking lots or campus facilities without purpose or student/athlete objectives.

Off Campus Lunch Policy

Off-campus lunch arrangements should be kept to a minimum. Any student leaving campus for lunch must return to class at the appropriate time listed on the day's bell schedule, or he/she will be considered tardy. Once a student receives three (3) tardy notifications, from being signed out for lunch or leaving for lunch, privileges may be revoked.

1. Seniors may leave campus for lunch. Seniors are not allowed to take underclassmen off campus for lunch.
 - a. 1st violation will result in an office referral.
 - b. 2nd violation will result in an office referral and the revocation of senior off campus lunch privileges.
2. Any underclassmen who leave the main campus for any length of time during lunch or regular school hours, without permission, will be considered truant and will be given an office referral and after school detention.
3. Any underclassmen leaving the campus with their parent/guardian must follow the sign-in/sign-out procedures outlined below.
4. Any underclassmen leaving the campus for lunch with an adult other than his/her parent/guardian must have signed written or verbal permission from his/her parent authorizing this situation prior to leaving campus. Emails are not considered written permission.

Parking Lot Passes

No one is allowed to go to the parking lot between classes, break or lunch without obtaining a parking lot pass from Attendance. Any student found in the parking lot without a parking lot pass may receive an office referral. Students found driving to and from class or the Charis building will receive an office referral and detention, and their parking lot privileges may be revoked. Students are not to eat lunch or loiter in their cars or parking lot before, during or after school.

Parking and Driving on Campus

All vehicles on campus must abide by the driving and parking lot policies and procedures including speed limits, parking spot requirements, etc. Parking at and driving to Charis is not allowed.

Sign-In/Sign-Out

According to the Attendance Guidelines of the State of California, a parent/guardian must sign their student in and out at the Attendance Office during school hours. Attendance will phone the student's classroom, and the student will be sent to the Attendance Office. Students may not leave campus without being released through the Attendance Office. Any student leaving campus without a parent must adhere to the following procedures: The student must bring a note explaining the valid reason for leaving (i.e., medical appointment, family emergency, etc.) to the office.

When parents/guardians are out of town during the school week, it is imperative that the CCHS Office is notified in advance and proper authorization is given for release to any other adult. The Administration reserves the right to refuse to permit a student to leave campus if the conditions outlined above have not been met. Students must bring a note to the office before school the next day when any part of a school day has been missed, unless the student was signed out originally from the office.

Tardiness

The bell schedule allows for a five (5) minute passing period between classes. All students are expected to be in class and seated at the time the bell rings for the start of all classes according to the bell schedule. Students are considered tardy if they are not seated at the time the bell rings. Students need to go directly to class. If a school staff member detains a student, they will be given a hall pass indicating the reason for detainment and the time that the staff member released the student to return to class.

Tardiness is tracked by the Attendance Office and are cumulative each semester; tardies will reset each semester. Parents will be automatically notified through email when their student is tardy. Disciplinary action will be taken by the Administration to solve the tardy problem.

Truancy

A student who is not in class within 15 minutes or leaves campus during the day without signing out in the Attendance Office is considered "truant." Any schoolwork, assignments, and/or tests missed due to truancy (day or period) cannot be made up. Truancy will result in an office referral and/or suspension.

Dress Code Introduction

Dressing for the work of school is an expectation in all areas of student life. We desire to have both modesty in dress and to be free from distractions with no excessive branding, ads, or images. Handbook regulations concerning the dress code are applicable at all times, whether on or off campus. We appreciate parental support in this area.

It is expected that attire will be modest, neat, clean, and in satisfactory condition. In addition to handbook guidelines, any other attire or grooming patterns determined to cause distractions are not acceptable. **The administration is the final authority on interpretations of the dress code.**

Daily Normal Dress Code Guidelines

TOPS: All students must wear a visible, two or three button-collared polo shirt with no logos or lettering larger than 3 square inches. Polos may be any color or brand. Patterns are allowed but images are prohibited. Tops should always cover student mid-sections.

BOTTOMS: All students may wear pants or shorts of any color or brand with no holes and typically 3 pockets. Skirts, dresses, skorts, athletic wear, bathing suits, yoga pants and lounge wear is prohibited. Any student may wear shorts that reach the knee.

JACKETS or SWEATSHIRTS: All students may wear any brand or color outerwear with no logos or lettering larger than 3 square inches. Calvary Chapel jackets and sweatshirts are appropriate and available through ASB or athletics.

FOOTWEAR: Footwear must be worn at all times. Flip flops are allowed. Slippers are prohibited.

Dress Code for Pep Rallies

- Wear the class shirt provided by the school.
- Gold tights may be worn under loose fitting, mid length shorts. No tight or short shorts.
- Class shirts may not be written on, painted, cut or altered in any way.
- You must be in your class shirt to participate in pep rally activities.
- If you do not wear your class shirt, you must be in approved dress code.
- If you lose your class shirt, another shirt may be purchased, if in stock, at the office for \$10.

Spirit Wear and Athletics

CCHS Athletic or ASB spirit wear may be worn on special days at the authorization of school administrators. Such wear may not be modified, torn, cut, or altered.

Teams may wear all the same, designated and approved team top to school on home game days. Athletes may not wear their team bottoms, sweats, skirts, or swimsuits during school hours. Those items are reserved for game travel and athletic play situations.

Overall Dress Code Guidelines

Dress code standards are enforced during the regular school day which begins "0" period 7:00 AM through 3:30 PM. During or after school hours and at all school functions or field trips, students are expected to dress modestly as outlined below.

- No underwear visible on male or female students.
- No blankets will be allowed.
- Sunglasses may only be worn outside the classroom.
- Hats, beanies, bandanas or sweatshirt hoods may not be worn in the classroom or chapel at any time.
- No visible body or nose piercings other than a small stud.
- No visible tattoos.
- No painted or unnaturally colored hair.
- No earrings/plugs/gauges on boys that extend the natural earlobe.
- No Mohawks, Mohawk ponytails, skinheads, and/or painted hair.
- No face paint, war paint or excessive makeup allowed during school hours.
- No t-shirts, jackets, etc., that advertise secular rock groups, alcohol, drugs, sex, hate or offensive material.
- Any skirts, shorts, or skorts on special dress days must come to the knee. Mid thigh length must have leggings or tights underneath.
- No skin-tight or see through clothing, fishnet stockings, plunging necklines, low cut tops, bare midriffs, or short shorts.

Dress Code Violation Disciplinary Actions

First Offense

The student will be warned and must fix the violation before going back to class. The parent will be notified by email, and the student may sit in the office or sent home if the offense cannot be remedied.

Second Offense

8th period detention assigned and parent will be notified by email. Student must fix the violation before going back to class. Student may be sent home or sit in the office until the offense cannot be remedied.

Third Offense

Parent Conference and 8th period detention. Student will lose all free dress/special dress privileges for the rest of the year. Student may be sent home or sit in the office until the offense cannot be remedied.

Fourth Offense

1 Day Suspension. Student will be sent home. Parent Conference and student will be assigned specific clothing for the remainder of the year.

Fifth Offense

Indefinite Suspension/Possible Expulsion. Parent Conference.

Discipline Policies and Procedures

"Listen to counsel and accept discipline, that you may be wise the rest of your days."

Proverbs 19:20

The Scriptures exhort us to discipline our children because of our great love for them. We set discipline guidelines that are enforced consistently, fairly and lovingly. Listed below are the guidelines for dealing with major problems and daily classroom situations. It is our desire to provide a safe and distraction free learning environment. The Administration reserves the right to handle each individual discipline situation uniquely as the Lord should lead, as well as individual situations which may fall outside the guidelines of this handbook. All disciplinary decisions will be made prayerfully and taken seriously.

Cellular Phones or Musical Devices

Should a student need to make a call outside of the parameters given, they may come to the High School Office to do so using an office phone or their personal cell phone. In compliance with these guidelines, parents are asked not to call or text their child during school hours. Students are not to respond to texts during class.

Cell phones, musical devices, earbuds or headphones should not be used, heard or visible during class time. Phones and/or devices may ONLY be used during passing periods, lunch or when directed by the teacher. Administration reserves the right to read and view contents of phones as necessary.

First Offense

Phone taken by the teacher. The student may pick up the phone at the end of the period. Verbal warning and point.

Second Offense

Phone or musical device will be taken by the teacher. The student may pick up the phone at the end of the period. Student receives an office referral and 8th period detention.

Third Offense

Phone or musical device will be taken by the teacher. The student may pick up the phone at the end of the period. Student receives an office referral, 8th period detention and parent conference. Student will no longer have cell phone privileges on campus. Phones will be stored in the CCHS front office or not brought on campus.

Cheating/Plagiarism

Cheating/plagiarism will result in an automatic zero score and an office referral.

Plagiarism is defined as the theft and use of another person's ideas or writings as one's own, with or without the knowledge of the other person. Plagiarism is claiming someone else's ideas, words, paraphrase or information as your own, without acknowledgement or citation.

Cheating is defined as:

- Looking at another student's test or quiz.
- Using a "cheat sheet."
- Complicity in cheating.
- Using a solution manual or answer key.
- Stealing a test or the distribution of a stolen test.
- A student completing or copying another student's work, homework, project or paper.
- Resubmission of one's work or another student's work.
- Submitting "No Name" work as your own.
- Submitting or purchasing work that is not your own.
- Using a technological device to accomplish your work for you

First Offense:

- F on quiz, test or paper (scored as a zero).
- Office referral to Administration.
- Phone call home from the teacher.
- 8th Period Detention.

Second Offense:

- F on quiz, test or paper (scored as a zero).
- Parent conference.
- Suspension from school.

Third Offense:

- F on quiz, test or paper (scored as a zero).
- Parent conference.
- Letter in permanent school records.
- Possible expulsion.

Cheating/plagiarism offenses are cumulative through high school.

Classroom Infractions

These are some infractions that will result in the Classroom Steps of Discipline:

- Talking/Disruption
- Not on Task/Not Following Directions
- No Materials
- Food, Drink in class
- Insubordination (2 pts.)
- Throwing things (2 pts.)
- Rude/Inappropriate Language (2 pts.)
- Disrespect (2 pts.)

Class Steps of Discipline

- 1st violation = 1 point
- 2nd violation of similar behavior in same period = 2 pts. (3 total)
- 3rd violation of similar behavior in same period = 2 pts. (5 total) Office Referral

Major Infractions

The following discipline problems will result in an office referral, suspension, or expulsion.

1. Brandishing or possession of a weapon
2. Drug or alcohol involvement, under the influence or possession
3. Fighting or physical harassment
4. Bullying or Cyberbullying (internet, cell phone, digital technology)
5. Unauthorized videotaping, photography or audio recording
6. Forged notes
7. Profanity (verbal, expressed or written)
8. Sexting (lewd photographs, solicitation of inappropriate content, text messages, videos or postings)
9. Sexual misconduct (See Social Conduct for Details)
10. Use or possession of tobacco, e-cigs, vapes or any other nicotine paraphernalia
11. Stealing/Misappropriation of lost and found property
12. Vandalism
13. Any illegal activity
14. Insubordination or extreme disrespect
15. Inappropriate use of social media applications (false accounts etc.)
16. Cheating

Bullying

Bullying is defined by an ongoing or repeated act or an especially severe or egregious event that a reasonable person would find hostile, offensive, threatening, intimidating, or humiliating involving real or perceived power imbalances.

When bullying is reported:

1. The bullying claim is investigated. Involved students, parents, and/or staff are interviewed.
2. If the bullying is substantiated, meetings follow with involved parties and parents.
3. Points, detention, or suspension may be administered depending on the severity or context of the situation.
4. Follow up is made with students afterward to ensure that the bullying has ceased and that nothing retaliatory has occurred.

The message to students that are bullied is that this is not right, and we will seek to make it stop. The message to the bully is that this is not right and it must stop.

Social Conduct Parameters

As Christians, we are to behave in a manner that would not cause another person to stumble, even though the person's actions may be innocent. All students are expected to abide by Biblical standards of conduct, off campus as well as on campus. Respect and care of others should be a pervasive theme guiding all student interactions. As stated in our values, students should address everyone courteously and respectfully in a spirit of friendliness and in an atmosphere of cooperation.

Public displays of affection beyond holding hands are prohibited on the campus or any school event. Students engaged in such displays of affection will be counseled and become subject to the Major Steps of Discipline if the behavior continues.

Interpersonal relationships should be above reproach. Each student should be personally responsible for the integrity of his/her relationships and any outward display of affection. Student lifestyle choices must be in alignment with our Statement of Faith. The staff and administration will handle inappropriate behavior on an individual basis.

Office Referral and Major Steps of Discipline

A student will be issued an office referral for any major infractions, for five points in one class period or day, or when a student has reached a points/demerits benchmark. Benchmarks may not always be exact but the closest accumulation at the time the benchmark reports are examined. For example, a student might be seen at 17 instead of 15 points depending on when the report is run. Students would then be seen again after 5 points.

The point system is used to objectively evaluate student behavior inside the classroom. The accumulation of points leads to Major Steps of Discipline, however, the goal is the changing of student behavior as well as communication with parents about what is happening in class. The office referral point benchmarks are 20, 25, 30, 35, 40.

1st Referral/Benchmark: 8th Period Detention and Parent Email

2nd Referral/Benchmark: 8th Period Detention and Parent Conference with Administration

3rd Referral/Benchmark: Saturday School and Behavior Contract/Probation

4th Referral/Benchmark: 1 Day Suspension and Behavior Contract

5th Referral/Benchmark: Possible Expulsion from CCHS.

The parent and student reading this Parent/Student Handbook indicate a willingness to comply and support this discipline program and the administrators who are responsible for its execution.

Students who are late or fail to appear to an assigned Major Step of Discipline without prior permission will repeat the current step and may be moved to the next Major Step.

8th Period Detentions

8th Period Detentions will be a school designated period of forty-five (45) minutes and be used for disciplinary purposes that will start at 3:15 and end at 4:00. 8th Period Detentions can be issued at the Administration's discretion and as the result of an office referral. Students will reflect with paper, pencil and a Bible on their choices and more successful outcomes.

Saturday School

Saturday School is a significant step of discipline and will be a school designated period of three (3) hours from 8:15 a.m. to 11:15 a.m. A monetary fee of \$50.00 will be paid in cash or check. Checks may be made payable to Calvary Chapel High School. Saturday School can be issued at the Administration's discretion and as the result of an office referral.

Students who arrive late to Saturday School will NOT be admitted. Students who fail to show up for an assigned session will be suspended.

Disciplinary Probation

After the third office referral, students are placed on probation and monitored through the semester for successful choices. They may be interviewed at the semester or before the following school year.

Suspension

Suspension(s) may be as short as one day or an indefinite number of days with parent notification. Students are allowed to make up work from class if serving a suspension but must have the work ready within one day after returning.

Expulsion/Forced Withdrawal

Any student expelled or forced to withdraw may not be able to re-apply for one full school year, at the discretion of the Administration. Certain choices, such as possession of drugs/alcohol on campus will result in immediate expulsion. Students may be asked to withdraw if their behaviors, choices, or attitudes are clearly not in line with our

expectations. Students expelled or asked to withdraw may not attend school functions or be on school grounds during school hours. However, students are always encouraged and welcome to continue to attend church functions.

Academic Policies and Procedures

Introduction

“An intelligent heart acquires knowledge, and the ear of the wise seeks knowledge.”

Proverbs 18:15

The CCHS instructional program is based on the California State and University of California A-G requirements. Our goal is for students to have as many opportunities as possible upon graduation. The CCHS Guidance Department encourages students to remain on the college prep track, although some students may elect to fulfill the minimum graduation program.

Academic Awards

Awards are given at the end of the school year for students who have excelled academically in a subject area. Teachers give recommendations for awards.

Academic Guidance

The function of our Academic Counselor is to provide each student with the appropriate information and guidance toward graduation, career or college entrance goals. Each student's record is reviewed to ensure that the proper progress is made toward graduation. During the course of the year, the Guidance Office provides information to the students and parents concerning the PSAT exam, SAT test dates, University of California, California State and private university application deadlines and qualifications, scholarships, financial aid and college fair information.

Academic Probation and Student Success

Students are placed on academic probation if their academic grade point average (GPA) falls below a 2.0.* Student's may also be placed on academic probation if they have more than one failing grade. A warning will be issued at the conclusion of each grading term at which time students will be counseled and provided additional tools for success.

If the probationary student has not elevated their academic GPA to a 2.0* or above or improved their failing grades by the conclusion of the next semester, he/she may be asked to withdraw from school. If at the end of the probationary semester the student achieves an academic GPA of a 2.0* or above, he/she will be removed from academic probation. A student placed on academic probation status twice within two years may be asked to withdraw from the school.

Students on Academic Probation will participate in Academic Improvement Counseling. This program includes weekly meetings that incorporate assignment monitoring, accountability, study skills, and communication with teachers and possible sanctions as needed. Parent involvement in meetings and offering support at home is vital to this program.

Academic Probation is calculated differently than CIF Eligibility. Students may qualify to participate in athletics, yet find themselves placed on Academic Probation. Students who fall below a 2.0 GPA in their academic core courses will be placed on probation.

Academic Probation and Eligibility for Athletics, Clubs and Ministries

In order to be eligible to compete or participate, CCHS requires that a student have an overall GPA of 2.0 or better from the last term. If students do not meet this requirement, they are placed on academic probation but may participate. This means students are eligible for that grading period (6 weeks); however, if they fail to achieve a 2.0 the next grading period, they are academically ineligible and may not be allowed to participate for the following grading period. The grading periods at CCHS are every six weeks. Students must also have completed twenty (20) credits of work in the previous semester. If students do not meet this requirement, they are immediately ineligible for the entire semester.

Advanced Placement and Honors Courses

Advanced Placement (AP), Early College (HIU) and Honors courses are available for eligible students who wish to earn an accelerated GPA and desire to challenge themselves to receive college credit.

AP and Honors classes have required summer homework. A College Board AP test is given at the end of each course. There are specified dates and fees that are mandatory for each student.

Basic Classroom Expectations

All teachers have specific classroom expectations which students are held responsible for throughout the school year. The following are basic classroom expectations in line with our values:

- Respect and courtesy for all individuals, ie. peers, adults, and any property.
- Respect for the learning environment and students' right to learn without distractions.
- Respect for students' right in the learning process to express themselves without ridicule.

Class Schedule Changes

Schedule changes may be requested for **academic reasons only**. Changes may be made without penalty through the last day of the fourth week of each semester.

Follow these instructions to request a schedule change:

1. Student must fill out a "Schedule Change Request" form which can be picked up in the high school office or from the school scheduler.
2. Requests to ADD or DROP courses will only be accepted with the written consent of the student's parents. The Guidance Office will review and approve or decline the request.
3. Requests will begin to be processed within 24 hours and it is the student's responsibility to check the status. If approved, the student will receive a yellow copy of the Student Program Form with the applicable change.
4. If declined, the Guidance Office will notify the student of the reason.
5. The student must continue attending classes as scheduled until he/she receives the modified copy of their new schedule. Failure to do so may result in truancy.
6. Requests should be limited to one per semester.

Community Service Program

Community service is a great way to live the core values and is a graduation requirement at Calvary Chapel High School. In addition, colleges look for students who are involved in their community.

Each student is required to complete a minimum of sixteen hours of approved community service for each year enrolled. The approved community service activities are listed on the CCHS website. If the activity is not on the approved list, the student must get prior approval from the Community Service Supervisor to receive credit.

Students should pick up a community service form in the High School Office. The community service supervisor (not a parent) will verify the number of hours and sign the form. Completed forms must be returned to the High School Office in order to receive credit.

Community service hours can be done as a group (club/athletic team) or as an individual. Community service can be done in the summer or on mission trips.

We encourage more than sixteen hours of community service in a year, and all hours served will be reflected on each student's transcript. Extra hours can be submitted for transcript purposes only.

If a student does not complete the minimum requirement of sixteen community service hours and turn in the necessary forms by the due date, the student will be required to fulfill those hours in the summer before registering for the following year.

If a senior does not complete their community service hours the senior will not be allowed to participate in the senior breakfast, grad night or walk in the graduation ceremony. Graduation fees will not be refunded in this circumstance.

All students must complete and turn in their community service form by the due date each year. Students should turn in hours within 2 weeks of completing the service.

Cumulative Records

Pursuant to the Education Code of California, Chapter 1.5, Article 3, Section 49063, you are hereby given notification of privacy rights of parents and students. Federal and state laws grant certain rights of privacy and rights of access to students and their parents. Full access to all personally identifiable written records maintained by Calvary Chapel High School must be granted to natural parents, adoptive parents or legal guardians of students under the age of eighteen.

Parents may review individual records by making a request to the student's teacher and/or the administration. Administration will see that explanations are provided if requested. Information, which is alleged to be inaccurate or inappropriate, may be removed upon written request by parents and reviewed by administration. In addition, parents may receive a copy of any information in the records at a reasonable cost per page.

For policies and procedures relating to records, please ask the High School Office.

When a student leaves for a new school, records will be forwarded upon the request of the new school. At the time of transfer, the parent may review, receive a copy (at a reasonable fee) and/or challenge the records.

If you believe Calvary Chapel High School is not in compliance with federal regulations regarding privacy, you may file a complaint with the United States Secretary of Health, Education and Welfare.

Drop Procedures

Students who wish to drop classes need to follow the same procedure as listed under class schedule changes.

A course dropped before the last day of the 4th week of each semester, will not appear on the transcript.

A student who drops a course and replaces the dropped course with a similar course will transfer into the new course with the grade that the student was receiving in the dropped class. Students who cannot move to a similar course will be transferred into a Study Hall or other similar course.

Grade of "W"

A course dropped at **the beginning of the semester, but no later than the end of the fourth week of the semester** will receive a grade of "W", which will not affect the student's GPA but will appear on the student's transcript.

Grade of "WF": Withdrawal Fail

A course dropped **after the end of the fourth week of the semester** will receive a grade of "WF" and will affect the student's GPA and appear on the student's transcript.

Grade of "I"

A grade of "I" (incomplete) is intended for use when circumstances beyond a student's control prohibit taking the final exam or completing course work. The incomplete is not intended as a mechanism for allowing a student to retake a course. A student who has fallen substantially behind and needs to repeat a course can drop the course prior to the tenth (10) week of class.

Grade Point Average

Advanced Placement (AP), Early College (HIU), and Honors grades are calculated in the GPA with an extra point, as long as the grade is a “C” or above. Students entering CCHS with honor classes from previous schools will receive accelerated GPA only for honors classes that were offered at CCHS in the corresponding year.

	A	B	C	D	F
AP Scale	5	4	3	1	0
Academic Scale	4	3	2	1	0

Weighted GPA

This GPA is displayed on each Progress Report and Report Card. It is calculated to include grades for all classes in the current grading period. It is used to determine sports eligibility as defined by the California Interscholastic Federation (CIF), which requires students to maintain a 2.0 minimum GPA to be eligible for Interscholastic sports.

Academic GPA

This GPA is displayed on each Progress Report and Report Card. It is calculated to include only academic courses in the current grading period. It is used to determine Honor Roll, Principal's Award and Academic Probation. The Academic GPA does not include PE, General Electives or Visual/Performing Art – graduation only courses. Students are required to maintain at least a 2.0 Academic GPA by the end of each semester. Students who fall below this level may be placed on Academic Probation.

Grading Scale

100 -97.5	A+	89.4-86.5	B+	79.4-76.5	C+	69.4-66.5	D+
97.4-93.5	A	86.4-83.5	B	76.4-73.5	C	66.4-63.4	D
93.4-89.5	A-	83.4-79.5	B-	73.4-69.5	C-	63.4-59.5	D-
59.4-	Below F						

Grading Policies

Missing Homework, Tests or Assignments:

Homework can be placed into four categories:

- On-time (the student who is physically present and submits homework on time)
- Late (the student who is physically present, but their homework is not turned in on time)
- Absent (the student who is not physically in class due to a non-school sponsored event)
- SA Absent (the student who is not physically in class due to a school sponsored event)
- Missing (defined as the student did not turn in the work)

Teachers may not accept late nightly homework. Missing work, outside of nightly homework is accepted at CCHS with a gradual percentage reduction. Any work that is not turned in or homework that is not accepted will receive a 0%.

Students who have been truant are not allowed to make up any work that was missed while truant. If a student is absent on a day that an assignment is due, that student should turn in the assignment on the first or second day back unless otherwise arranged with the teacher. Suspended students may make up work immediately upon their return.

Teachers will accept absent work with the “minimum of a day for a day” concept when students have an excused absence. Teachers will accept SA Absent homework for full credit that is received by the end of the school day (3:30).

Tests and Quizzes: When a student is absent (Absent or SA Absent) on the day before or the day a test is given, that test will be made up in the Make Up Test Center from 3:15-4 pm everyday after school. When a student is absent the day of or day before a quiz the student should take the quiz upon their return to class or in the Make Up Test Center.

All expiration dates will be at a minimum of a day for a day and at a maximum of 7 school days from the date the test has been given. The grade will be entered in the Renweb gradebook as a 0% until the work is made up. The responsibility for completing make up assignments rests solely with the student. Students should check in with their teacher upon return to school and stay up to date on what is posted on our parent portal, ParentsWeb.

Late Assignment Penalties (other than homework):

- Freshmen courses: 10% for each day their assignment is late
- Sophomore courses: 15% for each day their assignment is late
- Junior courses: 20% for each day their assignment is late
- Senior courses: 20% for each day their assignment is late

*Weekends will be counted as ONE day unless otherwise defined by the teacher.

Homework Policy

Homework is designed to enhance student understanding of classroom work and to reinforce classroom learning. It is an opportunity for students to reflect on and assess their understanding through anticipatory studies and to practice the standards taught in class. Homework should be expected on any weeknight or weekend. While homework may be lighter on Wednesday nights to encourage church attendance, there will be times when studying for a test or other work on Wednesday is necessary.

Replacing Poor or Failing Grades

Any student who receives a grade of D or F may retake the course during the regular school year or in summer school, if offered. If the course is taken elsewhere, the course must be approved by the Administration prior to enrollment to ensure that credit will be issued for the course.

The original letter grade will remain on the transcript but will not be calculated into the GPA. The new grade will be added to the transcript and factored into the student's GPA. Please contact the Guidance Department if you have any questions.

Report Cards & Progress Reports

The academic school year is divided into two semesters. Each semester includes three (3) cumulative grading periods. Progress Reports are available online at the 6 and 12-week period of each semester. Report cards are available online at 18 weeks, which represent the final semester grades. In addition, parents may access their student's grades, attendance and homework throughout the semester using Parents Web. Please contact the High School Office if you have any questions or do not have Internet access.

Honor Roll and Principal's Award

Students who earn an Academic GPA of 3.5 to 3.74 for the semester will be recognized as Honor Roll students. Students who earn an Academic GPA of 3.75 or higher for the semester will be recognized with the Principal's Award. Students receiving either of these awards will have their names posted on the school website at www.calvaryschools.org and at the high school office.

Scholar Athletes

At the completion of each sport season, varsity athletes who have an Academic GPA of 3.5 or higher during the semester their sport is in season are recognized as Scholar Athletes.

Graduation Requirements

Students must meet the graduation requirements and complete their required community service hours within assigned due dates to be able to graduate and participate in the graduation ceremony and graduation activities. Sixteen hours are required of each student per year with a combined total of 64 hours minimum for high school graduation. Any credits from an outside entity must be completed before the first day of June.

National Honor Society

The purpose of the National Honor Society is to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character. In order to be eligible for the National Honor Society, a student must be a sophomore, junior or senior with a minimum Academic GPA of 3.5. After meeting the initial qualifications, candidates will then be evaluated on the basis of service, leadership and character. It is considered an honor to be invited to the National Honor Society. For more information please see the CCHS website at www.calvaryschools.org

ParentsWeb

CCHS considers it a priority to communicate with parents regarding their student's academic progress. ParentsWeb is a valuable tool that allows parents and students to be connected in the academic process and make informed decisions correlated to their students' specific needs.

All parents should create a ParentsWeb login and make it a priority to utilize this as a significant source of information on class grades, homework, lesson plans, behavior, report cards, progress reports, and attendance.

RenWeb/ParentsWeb first time user instructions:

1. Go to www.calvaryschools.org
2. Select the Calvary Chapel High School link
3. Select the **ParentsWeb** tab (add a "bookmark" in your computer at this step)
4. Select **First Time User** tab
5. School ID: **CALCS-CA**
6. Email: Email on file with the school
7. Select **New Parent Login**
8. Check your email for your password
9. Call the High School Office if you have any questions

Bring Your Own Device (BYOD)

Bring Your Own Device (BYOD) is a policy that allows students to bring and use their own personal electronic devices at school. Devices include but may not be limited to: tablets with keyboards (such as iPads with a keyboard), Chromebooks, and laptops (**smartphones and eReaders are not approved devices**). With teacher approval, students may use their devices in the classroom to access and save information from the Internet, collaborate with other learners, and utilize productivity tools available to them. This will NOT replace pen and paper work or be the only means of instruction. Students should bring their device daily to each class unless otherwise instructed.

Purpose

The BYOD program is designed to help students practice responsible use of technology at school as well as learn about ways to use computing devices for productivity, time management, research, and creativity. Helping students become responsible digital citizens will enhance not only what we do in the classroom but also give students authentic experiences to build their 21st Century skills (collaboration, creativity, communication, comprehension and critical thinking). Our desire is to prepare each student for the future and help them be productive in the present. Calvary Schools offers filtered and managed wireless access. Uses in the classroom are for educational purposes and are subject to individual teacher approval.

Guidelines

When using a student owned or school owned device, students need to expand the concept of their school community to the community they will be interacting with online. Appropriate use of devices and rules concerning devices apply from the time the student leaves for school until the time they arrive home. Devices may not be used to disrupt the educational environment or violate the rights of others.

Using the device to cheat, violate school conduct rules, harass/bully students or staff, or using the device for unlawful purposes will result in disciplinary action. Serious and or illegal offenses will be reported to the local authorities. Recording the voice or image of another in any way that disrupts the educational environment, invades the privacy of others, or is made without the consent of the individuals being recorded is prohibited. Devices recording the voice or image of another to take, transfer, or share any audio, video, or photographs that reveal parts of the body is prohibited. The possession of pornographic images or video on any electronic device is prohibited.

Responsibility for Devices

- The electronic devices that students bring to school are their sole responsibility.
- The school assumes no responsibility for personal devices if they are lost, loaned, damaged, or stolen. They will not be brought to or held in the office.
- Personal devices may be subject to investigation.
- Students must keep their devices secure at all times and not loan to others.
- Students must charge devices at home.
- Use of technology is a privilege, not a right. This privilege can be revoked.

Summer School

Summer School is to help students who have done poorly in a class during the school year or who need to take a prerequisite course prior to the fall semester. Any courses taken during the summer, not at CCHS, must be approved by the CCHS Guidance Counselor prior to enrollment in the course. Approved college courses may be included in the Academic GPA. If there are questions concerning summer school courses, please check with the Academic Guidance Office prior to enrollment.

Tutoring

For students who need tutoring, a tutor list is usually available by request in the High School Office.

Valedictorian and Salutatorian

Ranking for valedictorian and salutatorian is based on the quality and quantity of course work. Quality being the number of A's, B's, etc. a student earns and quantity being the number of academic and advanced courses taken at CCHS.

Mission Trips

Calvary Chapel High School encourages students to attend church sanctioned mission trips. Students need to be in good academic standing, with a minimum 2.0 GPA, not on disciplinary probation and have approval from the Administration and the High School Pastor. All students who participate must make arrangements for make-up work and missing assignments prior to leaving.

Student Life

Calvary Chapel's Associated Student Body (ASB) is responsible for many of the extracurricular activities for the school. These activities include the pep rallies, Homecoming, Winter Formal, Sadie Hawkins, Prom and Graduation. Prom may be attended by Juniors and Seniors only. Students may attend all league home games for free by showing their ID/ASB card.

Tickets for ASB events are sold throughout the year on campus. All tickets are non-transferable and can only be purchased by students with an ASB/ID card. If a student cannot attend an event for any reason, ASB must be contacted and the ticket must be sold back to ASB. If there is a waiting list for the event, the ticket will be refunded in full. If there is no waiting list for the event, the ticket will be refunded at half price. If the event is 48 hours away or less, the cost of the ticket will not be refunded. Additionally, the school reserves the right to limit or restrict attendance of guests.

Privacy

Access to pupil records are in accordance with Education Code Sections 49063 and 49013 through 49077.

Regional Occupation Program

Regional Occupational Programs (ROP) are available for credit. Please see the Guidance Counselor for more information.

Athletic Policies and Procedures

Introduction

The desire of the CCHS Athletic Department is to build tomorrow's Christian leaders today. Athletics are a great avenue for character development, teamwork, and self discipline.

Athletic Distinctives

Participation in CCHS athletics is far more than just physical challenges and accomplishments. We view athletics as a means to help our students develop as Christian leaders. Our core values guide and direct our athletic philosophy. The following Biblical philosophies are the foundation of our CCHS athletic program.

We value people by showing kindness, courtesy, and respect because they are created in the image of God and Christ died for each one. We show courtesy and respect to all players, teams, fans, and officials. We compete hard in the game, but we demonstrate kindness to each individual.

We pursue continual personal growth beyond temporary achievements with curiosity, grit, and self reflection. We do the hard work to get better as a team and an individual player. We are not as concerned with personal stats and accolades as we are with working hard and doing things the right way. We are curious as to how to improve, we show grit in our resolve in the face of adversity, and we constantly self-reflect to grow as players, team mates, and leaders.

We collaborate by being engaged, positive, and creative working together for our common goals. We win as a team, and we lose as a team. We stay engaged in practices and games no matter our position or the score of the game. We stay positive in our belief that we can give our best and continue to grow and represent our team, our school, and the Lord Jesus Christ. And we stay creative in our effort to come up with new ways to grow and succeed as athletes and students.

We lead by being ready, prepared, and willing to do what needs to be done first. We make sure that we have practiced and kept ourselves academically, mentally, and physically ready and prepared. We take opportunities to demonstrate leadership throughout the seasons by stepping up and stepping out to do what is right and or needs to be done for the team.

We seek to glorify God by reflecting His character and representing him in word, action, and attitude. We play for our school and the Lord. We don't use language that is unfitting for a Christian. We don't act in ways that misrepresent God's character. We don't display an attitude that is not in line with God's heart for people. Selfish play, grandstanding, lack of effort, disrespect, rudeness to officials or others, and poor sportsmanship are not acceptable. God is glorified when we give our all, follow our leaders, use our words to edify others, and work together in unity.

Affiliation with CIF

CCHS is classified as a private school and competes within the California Interscholastic Federation Southern Section. CCHS also competes in both male and female sports in the Orange Coast League which consists of six schools including Costa Mesa, Estancia, Orange, Santa Ana, and Saddleback. As a member in good standing with the Orange Coast League, we recognize and adhere to their guidelines and we submit to its authority's in all athletics at the high school level. Copies of the OC League rules and regulations are kept on file by the CCHS Athletic Director. A listing of the sports available can be found in the CCHS Curriculum Guide.

Athletic Eligibility Residential/Open Enrollment

CCHS abides by all residential rules and open enrollment requirements included in the CIF Blue Book. Any questions regarding residential eligibility or open enrollment should be directed to the Athletic Director.

Athletic Packet

In order to participate in the sports programs offered at Calvary Chapel High School, an athletic packet must be picked up from the trainer, athletic department, or the CCHS Office. These forms can also be downloaded from our school website at cceagles.org under the athletics tab. The following documents must be completed and turned in prior to the first day of practice.

NO EXCEPTIONS

Complete physical packet includes; Insurance/Consent Form, Physical Examination and Medical History Form and CCHS Athletic Code of Conduct.

CCHS Athletic Programs

Season	Gender	Sport	Approximate Start	
Fall		Boys	Football	Late July
Fall		Girls	Volleyball	Late July
Fall		Girls	Tennis	Early August
Fall		Girls	Golf	Late August
Fall		Boys and Girls	Cross Country	Mid-August
Winter		Boys and Girls	Basketball	Early November
Winter		Boys and Girls	Soccer	Early November
Winter		Boys	Wrestling	Early November
Spring		Boys	Baseball	Early February
Spring		Girls	Softball	Early February
Spring		Boys and Girls	Swim	Early February
Spring		Boys	Volleyball	Early February
Spring		Boys	Golf	Mid-February
Spring		Boys and Girls	Track	Early February
Spring		Boys and Girls	Surf	Late January

CCHS Eligibility for Auxiliary Sport Participation

In order to be eligible to participate as a team manager, stat person, etc. CCHS requires that a student have an overall GPA of 2.0 or better from the last grading period. If students do not meet this requirement, they are placed on academic probation and may participate until continued eligibility is determined at the next 6-week grading period. If they are still below a 2.0 GPA, they will be ineligible to participate.

CIF Eligibility for Academics

In order to be eligible to compete, CIF requires that a student have an overall GPA of 2.0 or better from the last grading period. If students do not meet this requirement, they are placed on academic probation and may continue to participate. This means students are eligible for that grading period (6 weeks); however, if they fail to achieve a 2.0 at the next grading period, they would be academically ineligible and will not be allowed to participate for the following grading period. The grading periods at CCHS are every six weeks. Students must also have completed twenty (20)

credits of work in the previous semester. If students do not meet this requirement, they are immediately ineligible for the entire semester.

Grades will be regularly monitored by the Athletic Department and copies will be sent to the coaches for all students listed on the team rosters for that season. This allows our coaches to encourage those athletes who may be struggling in their academic classes and also serves to inform coaches of those students headed toward probation or ineligibility.

A student may not participate in any athletic event including but not limited to practice or games, if they were not in attendance at school that day for at least three periods. Any exceptions to the above rule must be approved by the Athletic Director or Principal.

Fees/ athletic and spirit packs

An annual athletic fee of \$300.00 will be charged to every student who participates in a sport at Calvary Chapel High School. If the student chooses to play more than one sport, there will be no additional fee. This athletic fee helps defray the expense of equipment, officials' fees, tournament entry fees, and items related to running an athletic program.

The athletic fee should be made payable to "Calvary Chapel High School Athletics" and directed to the MCA Accounting Office. The athletic fee must be paid at the beginning of the sports season: Oct. 1 for Fall sports, Dec. 1 for Winter sports, and March 1 for Spring sports. In addition to the athletic fee, most sports require the purchase of a Spirit Pack. Spirit packs are defined as the equipment and/or clothing that the student athletes will keep at the end of the season (practice gear, warm-ups, socks, etc.). The amount of the spirit pack varies by sport. Please see the individual coaches for cost and further information.

Participation in Multiple Sports

The CCHS athletic department seeks to work cooperatively with students to allow them to pursue interests in as many areas as possible during their time at Calvary Chapel. All athletes who compete for a Calvary team are allowed to try out for a team in the next season of sport upon the conclusion of the previous season. Coaches and teachers will try to work cooperatively with families to allow participation in multiple activities (cheer, theatre, pep band, etc.) when possible. However, coaches have the ability to set the minimum requirements for team membership.

Leaving Class/School for Athletic Events

When students must leave early from a class for an athletic event, the following policy will be followed:

- Students must be prepared for class even on days when they are leaving early for a game. If a game is canceled and homework is due or a test is being given, the student must turn in the work and/or take the test. No excuses will be accepted.
- Students must make arrangements to hand in assignments prior to leaving for a game. Leaving for a game is not an excused absence; therefore, assignments must be turned in on time.
- Students are responsible for all work covered and tests missed. The student must take the initiative to work with the teacher for the class they missed.

Physicals

Physical Examinations are valid for one calendar year. Physical Examination forms are part of the Athletic Packet and may be picked up in the CCHS Office and should be completed by the student's personal physician or a medical practitioner. Physicals **MUST** be completed prior to a student participating in any mandatory practice or game. CCHS recommends that physicals are completed in June or July.

Parent, and Spectator Expectations

Parents and spectators are important parts of the athletic culture. Each have specific roles to play. The following guidelines will create a proper and healthy Christian environment.

Parents should understand the purpose and philosophies of the athletic program. Parents should also allow the coaches to coach and decide playing time. Communication with a coach should begin with a player. If the player is not satisfied, the player should schedule a time with their parent. If the player and parent are not satisfied, a meeting should be called to involve the Athletic Director. If the player and parent are still not satisfied, a meeting can be initiated with the Principal and Athletic Director. Parents should refrain from contact with the coach directly before or after games and practices as much as possible. Parents should also seek to follow the core values outlined above.

Parents are a vital part of the support of the team. They are encouraged to participate in such a way to make all feel welcome and the athletes loved and supported. They are asked to attend parent meetings and participate as much as possible in service, support, and prayer.

All spectators must refrain from booing and making derogatory or critical remarks towards game officials. Spectators should also let coaches provide the instruction and direction for players.

Among the many opportunities that Calvary parents and students have is the opportunity to be a witness for Jesus Christ. At CCHS, we take this opportunity very seriously. We believe that our children's athletic competition should be a significant part of our entire educational program. Everyone involved in our athletic program has a duty to ensure that our programs impart important life skills and promote the development of good character. Essential elements of character building are embodied in the concept of sportsmanship and our core values of people, growth, collaboration, leadership and giving glory to God.

The administration and staff at Calvary Chapel Schools will hold all spectators at our athletic events to the highest ideals of good sportsmanship. Spectators who are unable to exhibit the necessary sportsmanship may meet with administration and be subject to some or all of the following disciplinary action.

- Verbal reminder
- Removal from the site for the remainder of the contest and or future contests
- Child being removed from the team
- Permanent banning from CCHS athletic contests

Should you ever become aware of or concerned about issues of poor sportsmanship on the part of our students, coaches, or parents, please do not hesitate to contact the Athletic Director or staff on duty at the game. We all want to work together to correctly represent our school and our faith.

Practice Sessions

A coach may, at their discretion, determine whether practice sessions are open or closed to parents/spectators. Oftentimes the presence of parents puts undue pressure on student-athletes and serves as a distraction to the coaching process. There are no Sunday practice sessions. All student-athletes are expected to be at practice unless released by athletic administration.

Procedures to Drop a Sport

It is our belief that you should "count the cost" before making a commitment to a team. We also believe that you should finish what you start. Once made, a commitment should be fulfilled. Therefore, the following guidelines have been established: The first three weeks of practice are considered a trial period. Anyone who chooses not to continue during this period will not be penalized. However, after the trial period, an athlete who quits or is removed by parental choice will have the following consequences: The athlete may not begin another sport until the current season ends. The athlete will receive a failing grade (WF). All fees will be forfeited. If a student becomes ineligible to play due to injury, he/she will receive a prorated refund of their athletic fee.

Sportsmanship

Beyond the guidelines and regulations that Calvary Chapel High School is obligated to follow, it is the hope that everyone associated with our athletic programs recognize the purpose of our sportsmanship policies; namely that as a Christian community we are called to mirror the love that God has for all people, including those whom we compete against.

Sports Uniform Dress Code

There are two approved times to wear your sports uniform.

1. If your team is being introduced at a Sports Intro Pep Rally, you may wear the appropriate, approved team apparel for that day only.
2. You may wear the appropriate, approved team top for home game days. Any other wearing of sports uniforms needs to be approved by CCHS Administration.

Transportation

Calvary Chapel High School will provide transportation to sports contest as much as possible with the availability of school bus and van transportation. Students are required to travel with the team when transportation is provided by the school unless written consent is given by the parent to the coach in advance.

In the event that the school is unable to provide transportation due to scheduling conflicts, advance notice will be given to the coach and he/she will arrange team parents to carpool the athletes to the contest. In this instance, licensed student athletes may drive themselves to the games with advance notice given to their coach.

Tryouts

In many cases, making a team at CCHS is highly competitive. While some sports have a no cut policy, many others have a limited number of positions available. Therefore, student-athletes trying out for a team must realize that they may not make the team. After the tryout period, the coach has the exclusive right to determine if the student-athlete demonstrated the talent, ability, and attitude to successfully compete in the program.

* Student-athletes who are cut from a sport are encouraged to try out for another sport during the same season.

Varsity Letters and Awards

The athletic department presents 3 types of awards: Varsity Letter Awards, Participation Certificates, and Scholar Athlete Awards.

Varsity Letter Awards:

All participants in CCHS Varsity athletics will be given an opportunity to earn a CCHS letter award. We believe this to be an important symbol of the sacrifice and commitment necessary to participate at the highest level of high school athletics. As such, it is an accomplishment that needs to be earned. Varsity letters may be given out at the banquet or requested from the athletic department after the banquet. Participation Certificates are presented to all athletes who were active and consistent members of a particular team on any level.

Scholar Athlete Award: You must be a full time Calvary Chapel HS student. At the completion of each sports season, athletes who have an **Academic** GPA of 3.5 or higher during the semester their sport is in season are recognized as Varsity Scholar Athletes and are given a Scholar Athlete Patch and Certificate (only 1 patch will be given for entire 4 years of HS). Lower levels will get a Scholar Athlete Certificate only.

Each year the athletic department will name 1 female athlete and 1 male athlete from each grade level as "Athlete of the Year". Senior "Athlete of the Year" recipients are required to be varsity athletes. This award will be presented at our annual awards ceremony.

General Information

Accounting Office

The Maranatha Christian Academy [MCA] Office handles all accounting needs for K-12. Please direct all accounting questions to 714-556-0965. All tuition payments will use the FACTS tuition management system or can be delivered to the school accountant in the MCA Office (Rm. M100). Tuition checks may be made out to CCHS.

Office Hours

The Calvary Chapel High School Office business hours are from 7:30 AM to 3:30 PM, Monday through Friday. Summer hours are from 8:00 AM to 2:00 PM, Monday through Friday. The High School Office phone number is 714-662-7485.

Bell Schedules

The current CCHS bell schedule can be found at on the [school website](#).

Chapel

The spiritual aspect of the student's education is our highest priority. To help minister to our students, we hold weekly chapels.

Eighteen Year Old Students

Students who have reached eighteen years of age must abide by the rules under which they were accepted, namely that they live under the supervision of parents or legal guardians. Eighteen-year-old students are not allowed to sign themselves out or sign any note that may be required of a parent or guardian.

Emergency and Health Procedures

The Nurse's Office offers immediate first-aid to all injured or ill students. The nurse is usually available every day during school hours. The phone number is 714-662-7485; please ask for the Nurse's Office.

1. If a student is injured on campus during school hours, the student should report this injury to a teacher or administrator, who will immediately send the student to the school Nurse's Office. They should not go to the High School Office, except if injured after school hours.
2. If a student becomes ill during school hours, the student should request a hall pass from his/her teacher to the Nurse's Office. The school nurse will contact a parent when necessary. If a student is advised to leave campus, the parent will be contacted, and the student must be signed out on the Sign-Out Sheet in the Attendance Office. In the event that the student leaves campus due to illness, without first signing out, the student will be considered truant.
3. All medications are to be taken to the Nurse's Office prior to first period. Students are not permitted to keep any prescribed or over-the-counter medications in their possession. For any headaches, cramps, etc., parents must send in a personal bottle of Tylenol, Advil, etc. (with student's name labeled on bottle) to be stored in the Nurse's Office. The nurse will not supply these items to students.
4. Girls should keep feminine supplies in their purses or lockers. The Nurse's Office has supplies only for emergencies.

Emergency Reunification with Parents

In case of a school emergency or a natural disaster, such as an earthquake, it is our primary concern that students remain safe at all times and that there is an orderly dismissal and release of our students. Our school staff will remain on duty until all children have been safely checked out by a parent, guardian, or emergency contact as designated on your child's school emergency card. Staff will only release children to those adults designated on your emergency card. There will be no exceptions to this procedure. It is therefore imperative that you keep information on your child's

emergency card up to date. CCHS will issue notification for student release by school voice mail message at our main number (714) 662-7485 for CCHS.

Parents who are off campus please follow the following procedures:

- If school is in the state of emergency, please do not attempt to enter the campus yourself, but instead follow the instructions of law enforcement, as they will maintain control of the school's perimeter for everyone's protection.
- If you are able to walk to the school to pick up your child, we recommend you do so. Parking will be very limited. If you must drive, be prepared to park off campus.
- When arriving at the school to pick up students, it is important to stay calm and follow instructions from the security team, who will be in the parking lot to direct you to the reunification point.

Parents who have entered the school please follow the following procedures:

- Follow directions of the security team
- Locate your student in one of our secured areas on the Sunflower side of campus
- Sign Student Release Log
- Present a picture identification card upon request
- Proceed and line up at the student pickup area
- A staff member will go to the Assembly Area, get your child, and bring him/her to the release area
- Wait for your child to arrive and leave immediately

Extra-Curricular Activities

Every Calvary Chapel High School student that is in good standing is eligible to participate in extra-curricular activities. Administration will determine if a student is not eligible to participate in an event because of their behavior. CCHS students may invite a guest to any ASB sponsored event under the following rules:

- The guest completes and returns a Guest Form to the High School Office, which includes a signature from their high school administration at least ten (10) days prior to the event. The guest must follow all the rules that any CCHS student must follow. Guests of students are expected to follow the CCHS Dress Code. (see Dress Code Guidelines).
- Freshmen (9th graders) and Sophomores (10th graders) are not allowed to attend the Prom unless invited by an upperclassman.
- Any guest not in high school must be under twenty-one (21) years of age, proof of birthday is required.

Financial Aid

Financial aid is available to parents who find themselves in a situation of temporary hardship. Parents desiring financial aid must apply through FACTS tuition management system. All questions regarding financial aid should be directed to the Accounting Office. The phone number is 714-556-0965; please ask for the Accounting Office.

Food Service

Students may bring their lunch from home or buy lunch from the CCHS kitchen. Refreshments and snacks may be purchased at the vending machines. The High School Office does not lend money for student lunches. Only Seniors are permitted to leave campus for lunch.

CCCM Ministry

The church has a staff of pastors and counselors on campus to pray with students and minister to their spiritual needs; they are available for counseling whenever needed. These pastors also feel a deep responsibility to the family as a unit and are available for family counseling. We encourage the students to seek out and become acquainted with the high school ministry staff. To find out more about high school ministry, visit their [website](#).

Married Students

Students who are married will not be accepted into Calvary Chapel High School. Those students who marry during high school will be asked to withdraw from CCHS.

Library Media Center

The mission of the Library Media Center (LMC) is to support the school curriculum and be a source of information and learning while upholding Christ and affirming our Biblical beliefs. As part of that mission, the library will provide access to current and appropriate information sources, while striving to ensure that all students, teachers, and staff are effective users of ideas and information, as they develop a life-long love of reading and learning.

Hours

The Library Media Center (LMC) is open on regular school days from 7:30 AM - 4:00 PM (Hours may occasionally vary due to school scheduling changes). The LMC is closed on Fridays from 9:00 AM - 10:30 AM (during Joyful Life Studies), weekends, school holidays, and summer vacation. During class hours a pass from the student's teacher is required when using the library. All students must sign in when entering the library during class hours.

Library Conduct

All library visitors are expected to be considerate of both people and materials at all times. Our library is used for a variety of activities: reading, studying, tutoring, testing, class projects, research, as well as computer activity. It is important to keep talking and noise at an acceptably low level to respect other library users. All school/ classroom rules, as stated in this Handbook apply to students when in the LMC, for example, but not limited to: dress code, food and drink, cell phones, Ipods and other electronic devices. Access to the library may be limited or withheld at the librarian's discretion to any student whose behavior is unacceptable while using the library.

Services

The Library Media Teacher and Library Assistant provide instruction and help in the use of library information, materials, and equipment. Office supplies such as: staplers, tape, scissors, hole punchers, rulers, glue sticks, color pencils, markers and calculator are available in the LMC.

Resources

The CCHS Library Media Center's collection has in excess of 13,000 items including fiction, non-fiction, reference, magazines/periodicals (current and back issues), college/ career materials, A/V equipment, and teacher resources. We do not carry current textbooks. The LMC also has student computers for use on school related projects.

Check-Out Privileges

A current CCHS Student ID card is required to check out materials. Students may check out up to four (4) books at one time. Books are checked out for a period of two weeks and may be renewed as long as there has not been a request placed on the book. Due dates are stamped on a bookmark due date slip and students are responsible for knowing when their books are due and returning them on time.

Overdue Fines

The overdue book fine is ten cents (10) cents per book per day. Special materials with *Overnight* or *Limited Day* check-out are charged fifty (50) cents per day for being overdue. A student with overdue books or outstanding fines may not be allowed to check out any additional materials until all fines have been paid and materials returned. Excessive overdue fees and unreturned books could result in an office referral. Any student with an unresolved library issue may receive an office referral and may have their yearbook withheld at the end of the year.

Lost or Damaged Materials

Students are to notify the librarian of any lost materials immediately. Upon determination that materials are truly lost, student will be notified of the replacement fee of the lost materials. If the materials are found and returned before the end of the school year, the replacement fee will be returned -- less any overdue fees owed. If materials are damaged while checked-out to a student the librarian will determine the amount of damage and determine the fee. If a student notices damages to any materials before checkout they must notify the librarian in order to avoid possible fees. Students owing fees for lost or damaged materials may not check out additional materials until all fees have been paid.

Photocopying

A photocopier is available for both staff and student use. Copies are ten (10) cents each (even if your own paper is supplied). No color copies are available. Students making personal copies or replacement copies of handouts must pay ten (10) cents per copy. Copies must be paid for when made so students need to bring money with them to the library. Since students are charged for all copies they make, they need to ask for assistance if they are not sure how to use the photocopier.

Computers

There are computers in the LMC available for education and research for school-related assignments only. A current CCHS Student ID card is required to be presented to the library staff before using the library computer. Students wishing to save their computer work are encouraged to provide their own USB flash drive, as school computers are not intended to store student's work. Students are not allowed to connect their own computers to the library provided Internet service. Any tampering with the LMC computers will result in disciplinary action. Students choosing to use the library computers for purposes other than school related assignments could have their library privileges revoked and receive an office referral. Computer printed pages are available at ten (10) cents per page. No color printing is available. Students are urged to be sure what they are printing. Using "print preview" to view page(s) before printing is advised. Students are charged for what they print; therefore students should not print pages unless they have money. Printed pages must be paid for when they are printed.

Special Library Programs

Throughout the year the LMC provides CCHS students with the opportunity to participate in extracurricular reading activities. Some of these opportunities include: CCHS Lunch Time Book Club, State or National Reading Award Programs and Open House Book Fair Activities. Additional information regarding these programs is available on the Library Pages of the CCHS website.

Property and Lockers

It is the right and the responsibility of CCHS to maintain a safe and secure environment; therefore periodic and unannounced locker and campus inspections may be conducted. The campus (lockers, classrooms, student backpacks, parking lot and cars) may be searched for contraband items such as alcohol, illegal substances, drugs and weapons.

1. Each student is assigned a locker. Students who take P.E. will have both a hall locker and a P.E. locker.
2. Students may not use another student's locker without the permission of the Administration. Students are strongly urged not to share their lockers or locker combinations with other students.
3. Any item found in a locker is considered the property of the student to whom the locker is assigned.
4. Any damage or vandalism to a locker is the responsibility of the student whom the locker is assigned. Abuse of lockers will result in the loss of locker privileges and a fine to cover the cost of the damage, as well as possible disciplinary action.
5. Lockers must be emptied within three (3) days after the last day of finals. All lockers are then cleaned out, and any items that are left are discarded.

On-Campus Visitors - Shadowing

Student visitors to campus must obtain approval from the CCHS Administration prior to the visit. Student “shadows” must be a prospective student to be present on campus for the entire school day. Former students who request a guest pass will be allowed to request a lunch visitation only. All other visitors must check in with the High School Office to obtain a visitor’s pass, in order to come on campus during school hours. The procedure to have an on-campus visitor is as follows:

1. The CCHS student host must be in good academic and disciplinary standing in order to be allowed a campus visitor/shadow.
2. The CCHS student host must pick up a medical authorization form for the visitor's parents to fill out. This is needed in case of an emergency on campus.
3. The CCHS student must have a written note from his/her parent giving permission to spend time with the visitor. The Shadow Form should be completed and turned into the High School Office forty-eight (48) hours prior to the visit.
4. On the day of visitation, the visitor and the CCHS student must go to the High School Office before school begins and check in with the receptionist. The receptionist will request the following:
 - a. The parental note from our student.
 - b. The medical authorization form from the visitor.
5. Guests of the students are expected to be dressed appropriately on campus and at any other school event or activity (see: Dress Code Parameters).
6. A Visitor Pass will be given to the visitor. It should be carried with the student for the entire time he/she is on campus. The visitor must stay with the host student for the entire school day. The Administration reserves the right to refuse a student permission to be on campus as a visitor.

Photo Usage

Throughout the year, your student’s picture may be taken at various events or locations (such as lunch time, pep rallies, camps, class, games, etc.) and used in our school brochure, on our website, Instagram, yearbook or various school-related literature. Your enrollment at CCHS is authorization for CCHS to use these photos.

School Hours

Classes begin daily at 8:00 AM and normally end at 3:00 PM. Students are discouraged from being on the school grounds prior to 7:30 AM, unless enrolled in a zero- period class that begins at 7:00 AM; or loitering after 3:30 PM, unless they are involved in supervised school-related activities or if family members are involved in the MCA Daycare Program. Students with an early bell schedule are also encouraged to leave campus or study in the library; students may not socialize or sit in the parking lot.

School Transportation

CCHS does not provide a bus system for students. We will provide bus transportation for most field trips and athletic events; however, there is no scheduled bus transportation to and from school. The riding of the bus is a privilege and may be revoked for violation of the rules or for conduct detrimental to the safe operation of the bus. The driver is in full charge of the bus and the students.

Carpool

Carpool information is available at the MCA Office.

Skateboards

To ensure the safety of students and staff members, the use of skateboards, bikes, roller blades, skates or rolling shoes is not permitted on school grounds.

Student ID/ASB Cards

- All high school students must purchase an ASB Card and must have this card in their possession whenever they are on campus. Students will purchase this card for **\$165.00** on Schedule Day. The ASB Fee will entitle the student to the following:
- Free entry into all league home sporting events and discounts at away games.
- Price reduction in school activities. ie. Homecoming, Winter Formal and Sadie Hawkins.
- One class t-shirt to be worn at all pep rallies and one monthly school planner.
- Use of LMC computer lab and resource center.
- Purchase student-priced tickets at CCHS sponsored events.

Student Parking

1. Student parking is a privilege and is contingent upon following the rules for parking as stated below. Calvary Chapel High School reserves the right to revoke parking privileges at any time during the year for violations of parking guidelines. The following guidelines have been set up for the safety of all the students who attend school at Calvary Chapel:
2. The speed limit in the parking lot is 10 MPH.
3. Parking for high school students is located on the MacArthur side of the high school building. No parking will be permitted in the first row of parking spots along the high school building. These areas are reserved for faculty, pastors and visitor parking. Students are to park in their designated class parking area.
4. Students are not to drive to the Charis building for any classes.
5. Any auto-related abuse such as spinning of wheels, squealing tires, speeding, any form of reckless driving, taking other students for a ride without permission during school hours, etc. may result in the loss of the privilege to drive to CCHS, as well as disciplinary action.
6. Students are to be seat-belted in the vehicle while in motion. At no time are students allowed to ride outside the car.
7. Please lock your cars. The school is not responsible for items stolen from student cars.

All students parking on campus will be required to obtain a parking permit to be displayed on their car. Vehicles found without a parking permit will be warned and may be subject to further disciplinary action.

Student Property

Calvary Chapel High School is not responsible for lost or stolen articles. Students bring items to school at their own risk. Students should use their lockers and keep them locked. Any personal items or textbooks left lying around the campus are at risk of being stolen. Please guard your things carefully and wisely.

Students with Provisional Licenses

In accordance with DMV policy, students with provisional licenses may not drive other students (siblings excluded). Students with provisional licenses require a signed note from the Vice-Principal granting permission to drive home after a school function ending at 11:00 PM or later.

Telephone and Email Usage

The telephones in the office and classrooms are for the exclusive use of the teachers and staff of Calvary Chapel Schools. Should a student need to make a phone call on their personal cell phone during the school day outside staff permission must be obtained prior to making a call or sending a text.

In case of an emergency, parents may call the High School Office and leave a message which will be delivered to the student. Parents should avoid texting their student during school hours.

If you wish to contact a teacher, please email them through the website directory or their personal email. You may also call the High School Office at 714-662-7485 and leave a message. The teacher will return the message as soon as it is possible within 24 hours. Phone calls will not be transferred into classrooms during class time.

Textbooks and Supplies

Textbooks can be purchased from our online book company or alternative sources. ISBN numbers are available on the bookstore website calvaryschools.etechcampus.com. Etechcampus will conduct a book buy back in June. After purchasing textbooks, students should put their names inside the front cover and on the page edges in black felt pen. Students are required to bring their own Bibles. Students are also required to bring their own paper, notebooks, pencils, etc., to class each day.

Withdrawal Procedure

Each case of student withdrawal is unique; please call the High School Office if you have any questions. The High School Office cannot give cum files to the student or parents. A file transfer request form must be completed by the parent before cum files will be sent to the new school.

Yearbooks

The cost of the yearbook is included in the enrollment fee and will be distributed at the end of the school year, as long as all financial and school obligations are cleared; including library fines, school accounting, sports fees, Senior graduation fees and the serving of 8th Period Detentions and Saturday School.

The staff of Calvary Chapel High School and the students in the yearbook class do their best to make sure that information in the yearbook is as accurate as possible. Although we do our best to make sure everything in the yearbook is accurate, we cannot and will not guarantee that there will not be typographical errors, misspelled words, misspelled names, missing student names, and students left out of photos. We will not reprint the yearbook based on the preceding errors mentioned.