

# **WELCOME TO NEW BEGINNINGS CHRISTIAN SCHOOL**

## **INTRODUCTION**

Welcome to New Beginnings Christian School! We believe you are here because you are concerned parents and want the very best for your children. It is our desire to assist every family we can in the spiritual, social, and academic development of their children. Included in this handbook are policies and information about the daily operation of the school that are important for you to know. Please take the time to acquaint yourself with this material. Should you have any questions which are not answered, please call the office. We will be happy to assist you.

Our office phone number is (614) 497-3815.

## **STATEMENT OF PURPOSE**

New Beginnings Christian School is a ministry of New Beginnings Assembly of God Church. The school exists to assist families in their Biblical responsibility to train their children to become Christ like, and to fulfill God's purpose for their lives in the home, church and society.

## **THE PHILOSOPHY OF EDUCATION AND GOALS FOR NEW BEGINNINGS CHRISTIAN SCHOOL**

The New Beginnings Christian School exists primarily to assist parents in fulfilling their divine responsibility to teach each child to obey God in every area of life. The Word of God teaches that parents bear the responsibility for the training of their children. Ephesians 6:4 states, "And you, fathers, do not provoke your children to wrath, but bring them up in the training and admonition of the Lord."

However, we seek to help parents by offering a private Christian school which teaches skills, values, attitudes, and behaviors that will assist individuals to live a successful life. New Beginnings Christian School believes that developing the ability to think effectively under the leadership of the Holy Spirit is the central goal of education.

Students must learn to organize knowledge and to transfer learning from one situation to another. They need to develop powers of problem solving and the habit of lifelong study. To do this, they need a good command of the essential learning skills --reading, writing, listening, examining, classifying, and calculating. To direct thought and action into worthy channels, pupils need to acquire values and behaviors that will help them to react wisely to the many demands of a complex and rapidly changing world. New Beginnings Christian School believes that such a commitment is best realized through:

- \* A Christ-centered curriculum.
- \* A curriculum design that has meaning and relevancy.
- \* A flexible program to meet individual needs.
- \* A curriculum that keeps pace with the changing needs of students.
- \* A curriculum that prepares students to live in a multi-cultural society.
- \* Experiences which help students develop a dedication to America.
- \* Receptive students who want to learn.
- \* Parents who show genuine interest and who give support to their child.
- \* Dedicated, skillful, and qualified teachers.
- \* An adequate building and appropriate teaching materials.

## DOCTRINAL POSITION

Even though we have many denominations represented on our staff and in our student body, we have experienced great unity here at New Beginnings Christian School. God has blessed this ministry because we have strived to place Jesus Christ at the focal point of everything we do. We all believe in the central message of the Word of God, and stand solidly behind the core doctrines of the Word of God. However, as a ministry of New Beginnings Assembly of God, we reserve the right to teach any aspect of God's Word.

## TENETS OF FAITH

1. The Scriptures Inspired (2 Tim. 3:15-17; 1 Thess. 2:13; 2 Peter 1:21)
2. The One True God (Isa. 43:10-11; Matt. 28:19; Luke 3:22)
3. The Deity of the Lord Jesus Christ. The Lord Jesus Christ is the eternal Son of God.  
The Scriptures declare:
  - a. His virgin birth (Matt. 1:23; Luke 1:31-35)
  - b. His sinless life (Heb. 7:26; 1 Peter 2:22)
  - c. His miracles (Acts 2:22; 10:38)
  - d. His substitutionary work on the cross (1 Cor. 15:3; 2 Cor. 5:21)
  - e. His bodily resurrection from the dead (Matt. 28:6; Luke 24:39)
  - f. His exaltation to the right hand of God (Acts 1:9-11; 2:33)
4. The Fall of Man (Gen. 3:6; Rom. 5:12-19)
5. The Salvation of Man (Eph. 2:8; John 3:3)
6. The Ordinances of the Church
  - a. Baptism in Water (Matt. 28:19; Mark 16:16)
  - b. Holy Communion (1 Cor. 11:26)
7. The Baptism in the Holy Spirit and Accompanying Signs  
(Acts 2:4; Acts 1:4-8; Acts 8:12-17; 1 Cor. 12:4-10, 28)

8. The Evidence of the Baptism in the Holy Ghost (Acts 2:4; 1 Cor. 12:4-10, 28)

9: Sanctification (Rom. 6:1-11;13; 8:1,2,13)

10. The Church and Its Mission

a. To be an agency of God for evangelizing the world. (Acts 1:8; Matt. 28:19,20;

Mark 16:15,16)

b. To be a corporate body in which man may worship God. (1 Cor. 12:13)

c. To be a channel of God's purpose to build a body of saints being perfected in the image of His son. (Eph. 4:11-16; 1 Cor. 12:28)

11. The Ministry (John 4:23,24; Eph. 4:11-16)

12. Divine Healing (Isa. 53:4,5; Matt. 8:16,17)

13. The Blessed Hope (1 Thess. 4:16,17; Rom. 8:23)

14. The Millennium Reign of Christ (Matt. 24:27-30; Rev. 1:7)

15. The Final Judgment (Matt. 25:46; Mark 9:43-48)

16. The New Heavens and the New Earth (2 Peter 3:13; Rev. 21,22)

## **STATEMENT OF ENROLLMENT PHILOSOPHY**

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### **POLICY OF ADMISSION**

Enrollment in NBCS is a privilege and not a right. We are here for families and students who desire a quality education in a Christian environment and are willing to cooperate with and follow the policies and disciplinary guidelines set forth by the school. All new applicants must be approved by the school staff. We reserve the right to refuse enrollment to any applicant that we feel does not meet the academic, spiritual, or attitude requirements for enrollment. And we reserve the right to refuse enrollment or dismiss any student whose parent displays an uncooperative spirit -- or whom we feel has an opposing philosophy to New Beginnings.

### **GENERAL STANDARDS OF CONDUCT**

Listed below are some general policies and guidelines regarding standards of student conduct. This list is intended to be a guideline to student behavior and is non-inclusive of all actions, attitudes, or behaviors.

New Beginnings Christian School seeks to provide an environment conducive to spiritual growth and development of young people. Therefore, the school requests that all students abide by the following guidelines:

1. To maintain Christian standards in courtesy, kindness, morality, honesty, and respect.
2. To refrain from practices detrimental to a Christian's character and body.
3. To refrain from defacing or damaging any property belonging to the school and to do his or her part in keeping the facilities neat, clean and in good repair.
4. To refrain from chewing gum on the school grounds.
5. To refrain from possession of any form of tobacco, alcohol, or weapon.
6. To refrain from bringing items such as radios, tape players, televisions, electronic games, beepers, and other electrical items to school.

## ... CONDUCT CON'T:

7. To refrain from bringing toys and other items of a violent nature. This includes toy guns, knives, swords, etc.
8. To refrain from bringing inappropriate reading or video material.
9. No cell phones are to be in the classrooms. They need to be turned off and placed in the lockers.

## RIGHT TO SEARCH POLICY

We reserve the right to search the private belongings of students if the general welfare of the school demands it. These reasons include but are not limited to the following: (1) If the student is suspected of having illegal drugs; (2) If the student is suspected of harboring a weapon; (3) If the student is suspected of stealing; (4) If the student is suspected of having inappropriate reading, video, or audio material.

## DISCIPLINE CODE

For the most part, discipline will be handled in the classroom. We attempt to stress positive discipline as much as possible. However, when punitive measures must be taken, various methods may be used: calling down by name, having students stand or sit in the classroom or hallway, loss of free time or special activity time, writing sentences, etc. After repeated discipline or upon serious offense, students will be sent to the office to see the principal and parents may be contacted. In case of a serious offense, a student may be suspended. All students are enrolled on a probationary status. And, we reserve the right to ask a student to withdraw if conduct or attitude is contrary to the standards of New Beginnings.

**\*\*Any violent or forceful act against any staff member will result in immediate dismissal / expulsion from New Beginnings.\*\***

## ARRIVAL AND DISMISSAL

The school day is 8:30 to 3:00. We request that students who are not enrolled in before and after school care not arrive before 8:15 a.m. -- and to be picked up no later than 3:15 p.m. Parents of students arriving before and after these designated times will be charged an extra fee for that day. Students arriving later than 10 a.m. will be 1/2 day absent.

Before and after school daycare is available. Weekly rate is \$25.00 for each.

## **HOMEWORK**

To help reinforce the lessons learned in class and to begin to train the students for future school years, homework assignments are necessary. Parents are permitted and encouraged to HELP the students with homework.

## **CLASSROOM VISITATION**

You are always welcome to visit the classroom. However extended visits should be arranged beforehand with the teacher. Please keep in mind that your presence in the classroom will be a disruption to the normal classroom procedures and you will probably not see the students or the teacher at their best.

## **FIELD TRIPS**

New Beginnings classes will be taking field trips during the school year. Parents are encouraged to attend the field trips. For each field trip a permission slip will be sent home to be signed by the parents. The permission slip is required for a student to go on the field trip.

## **PARTIES**

Classes will have occasional parties throughout the year. A party is usually held around Christmas time, Valentine's Day, and other special occasions as they arise. You are welcome to send a treat to school for your child's birthday. You may send cake, cupcakes, candy, etc. Please let the teacher know a few days ahead if you intend to send a treat so that he/she can plan the class schedule accordingly.

## **CHRISTMAS AND SPRING PROGRAMS**

Classes present evening Christmas and spring programs. These are "highlights" of the school year. And, family members are encouraged to attend these events.

## **POLICY OF TEACHER EVALUATIONS**

Great care is taken in the hiring of teachers of New Beginnings Christian School. We carefully screen each applicant for spiritual as well as academic qualifications. Each teacher hired must meet the certification standards set forth by the State of Ohio. Each teacher, in both his/her attitudes and teaching abilities, is closely observed by our administrative staff. Periodic individual conferences are held between the administrator and the teacher with ongoing evaluation.

## **OUR ACADEMIC PROGRAM**

New Beginnings Christian School follows the basic school curriculum for all grades as outlined by the Minimum Standards for Ohio Schools prepared by the State of Ohio Department of Education. We use a variety of publishers -- each being screened by a curriculum committee.

The regular school program includes Bible, Citizenship, Reading or Literature, Language Arts, Mathematics, Social Studies, Science, Health, Physical Education, Art and Music.

Normal testing within the classroom will proceed at the teacher's discretion.

New Beginnings Christian School is fully chartered with the State of Ohio Dept. of Education.

## **POLICY ON EARLY ADMISSION TO KINDERGARTEN**

Currently the law of Ohio states that students who will be 5 years old before August 31 may begin kindergarten. We concur with Ohio law concerning Kindergarten entrance. Our policy is to not accept early admissions. It is our feeling that even though a child may be capable of academic success, he may lack the maturity needed for a structured classroom.



## **POLICY OF ADMITTING STUDENTS WITH SPECIAL NEEDS**

Due to current facilities and personnel, we regret that it is necessary that we refrain from admitting students with special educational needs. These would include, but are not limited to, students with emotional, mental, special physical challenges, or other considerations that might affect the classroom teacher's ability to operate an effective learning program for the majority of the class. It is our desire to minister to all who desire to attend New Beginnings. However, we recognize our limitations in meeting certain special needs.

## **GENERAL EVALUATION POLICY AND PROCEDURES FOR MONITORING PUPIL ACHIEVEMENT**

In accordance to our policy of excellence -- "Doing all to the Glory of God," our teachers are very diligent to monitor their pupil's academic achievement. Students at each grade level are evaluated by the teacher(s) during the first few weeks of school. This simply means that the teacher, through observation, assesses each child based upon his or her classroom performance and interaction. Further assessment of the student's learning process is made by daily observation of performances, tests, assignments, and other overall assessment criteria.

A test is given at most grade levels in accordance with the State Department of Education's policy on Competency Based Education. The results of this test let us know how the student is performing within the guidelines of our curriculum.

In addition to the above methods of evaluation, The Stanford Achievement Test is administered at most grade levels. The results of these tests are shared with the parents.

If a child is not achieving as we feel he should in math, reading, and language arts (the 3 R's), then intervention is provided. This is done in any of several ways chosen by the classroom teacher. At times, a tutor is provided by the school during the school day. Sometimes psychological testing may be recommended.

The school reserves the right to disenroll any student who, in the opinion of the staff, is unable to keep up with the academic demands of the curriculum.

We want to help every child we can. But, we realize that we unfortunately lack the capability to provide a quality education to every child.

It is the policy of the school to test all students applying for enrollment to New Beginnings Christian School. The components of the assessment will include measurement of academic knowledge, emotional maturity, and social skills. And, if, in the opinion of the administration, NBCS cannot adequately serve the needs of a child, we reserve the right to deny enrollment. All students are enrolled on a probationary basis. (This also applies to all children in New Beginnings preschool who are seeking enrollment into kindergarten).

### **Dress Code And Uniform Requirements**

Research has shown that a dress code and a system of conformity help bring about discipline and enhance the educational atmosphere. We, at New Beginnings, are striving to have a high quality school -- both in academics and atmosphere. In having a dress code, we are endeavoring to produce a type of atmosphere in which students can learn with less distractions. We want each student to feel that they are a part of a team and that no one is trying to stand out in appearance among his/her peers.

Obviously, no written policy can cover every description of unacceptable behavior or dress. Therefore, the administration and teaching staff are considered the final authority in interpreting dress code violations or any other behavior deemed distracting or a violation of the intent and spirit of NBCS policies.

Therefore, it is with this in mind, that the New Beginnings School Board has adopted the following dress code.

**We ask that parents buy uniforms from School Days Uniforms, Inc., located at 79 N. Stygler Rd. on the northwest corner of Stygler and Agler Roads in Gahanna, Ohio. The phone number is 614-476-4104. Price information may be obtained in the school office. General dress requirements include the following:**

- BOYS:**
1. **Hair:** Absolutely no "tails," pony tails, punk styles, hair coloring, or other hair styles that are deemed distracting or would draw attention to oneself in the opinion of the teacher or administrator. Hair must be neat, clean, and well-groomed and should not touch the collar.
  
  2. **Jewelry:** Absolutely no earrings, bracelets, necklaces, or other jewelry.

## DRESS CODE CON'T . . . :

### 3. **Required Uniform:**

- a) Gray/Black Uniform Pants
- b) White or maroon knit shirts with New Beginnings logo in corner (May be long or short sleeves). School purchased Monarch shirts and sweatshirts may be worn.  
Shirts need to be tucked in at all times.
- c) Black or brown belt needs to be worn everyday.
- d) Gray, maroon, black, or white socks
- e) Black, brown, gray, or white shoes

4. **Cool Weather Option:** Maroon or gray cardigan sweater or Monarch sweatshirts purchased from school can be worn over a white or maroon turtleneck or N.B.C.S. knit shirt.

**NO HOODED SWEATSHIRTS ARE TO BE WORN.**

5. **Warm Weather Option:** Boys and girls gray/black walking shorts purchased only from School Days may be worn in grades K-8<sup>th</sup>.

**GIRLS:** 1. Hair must be neat, clean, and well-groomed. Absolutely no punk styles, hair coloring, or other styles that are distracting or call attention to oneself in the opinion of the teacher or administrator.

2. **Excessive jewelry is not permitted.** Simple earrings, necklace, or bracelet are permitted. No excessive make-up is to be worn.

### 3. **Required Uniform:**

- a) Maroon plaid jumper (Maroon plaid skirts are allowed for girls in grade 3 or above). Girls need to wear shorts under jumpers or skirts.
- b) White or maroon knit or oxford shirt with New Beginnings Logo in corner (May be long or short sleeves). School purchased MONARCH shirts, and sweatshirts may be worn.  
Shirts need to be tucked in at all times.
- c) White, maroon, gray or black socks or tights. Parents need to keep in mind that on cold days, it is important to wear the tights.
- d) Black, brown, gray or white shoes (Must have a soft, non-marking sole)

## **DRESS CODE CON'T . . .:**

### **4. Cold Weather Option:**

- \* Students may wear New Beginnings Monarch Logo sweatshirts or sweaters with no writing on them or the gray or maroon cardigan sweater. Turtle neck shirts in uniform colors may be worn.

**NO HOODED SWEATSHIRTS ARE TO BE WORN.**

- \* Girls may wear tights, leggings, stirrups or stretch pants in uniform colors. (black, gray, maroon, white) No sweat Pants, nylon running pants, or jeans may be worn.

**NOTE: The Dress code must be observed at all times including school activities that are off premises, or any time you are in the presence of other students.** There may be specific field trips in which regular clothing may be worn. However, notice will be given at that time.

On special "dress down" days, students must wear clothing that is decent. (for example: no emblems or pictures on shirts depicting violent or ungodly characters. Girl's shirts must not show midriff, etc.) Parents need to label all clothing that is brought or left at school. New Beginnings does not assume responsibility for lost or stolen clothes.

## **SCHOOL LUNCHES**

Students will need to bring a sack lunch. Milk and juice will be available for \$.50.

## **CHAPELS AND ASSEMBLIES**

Chapel will be held once weekly. This is a time set apart for devotion. Students are expected to be attentive, courteous, and reverent. Assemblies will be held throughout the year. Parents are welcome to attend.

## **POLICY OF ATTENDANCE**

Please call the school office if your child is absent. If it is necessary for your child to leave school other than normal times, please sign them out through the office.

If you know that your child will be absent in advance, please contact your child's teacher so that he/she may provide study materials for your child.

An absence is excused if there is a legitimate reason. A child missing more than 15 days will need a Doctors excuse. The parent of any student who misses more than 20 days in a school year must have a conference with the principal. And, determination will be made by school officials as to the action taken. The following are examples of what are considered excused absences:

1. Personal illness.
2. Bereavement.
3. Absences approved by the administration for educational purposes.
4. Emergencies.
5. If our school is open but local school of residence is closed.

## **TARDINESS**

Punctuality is a very important part of education. If a student comes to school after 8:45 a.m. without a written excuse from home, he/she will be marked tardy. Those coming tardy at 10:00 a.m. or after will be counted 1/2 day absent. Excessive tardiness will be dealt with by the Principal. Any student that receives three tardies will serve an after school detention. The detention will begin at 3:15 and end at 3:45. It will be your responsibility to provide transportation for your child.

## **ATTENDANCE -- MAKE UP WORK**

Students will be given 5 school days in which to make up work missed due to excused absence. This, of course, does not apply to absences that occur during the last week of school. The work missed at the end of school will be considered on an individual basis.

## **LIBRARY**

We have several hundred books available here at the school for the extra reading desires of our students. The majority of our books are donated.

Our teachers also have available to them the services of the local professional public library on South High Street.

## **RACIAL NONDISCRIMINATION POLICY**

"The New Beginnings Christian School recruits and admits students of any race, color, or ethnic origin to all the rights, privileges, programs and activities. In addition, the school will not discriminate on the basis of race, color, or ethnic origin in administration of its educational policies, educational programs, and extracurricular activities. In addition, the school is not intended to be an alternative to court or administrative agency ordered, or public school district initiated, desegregation."

## **WE EMPHASIZE PATRIOTISM**

One of the ways that this is done is through the regular repeating of the following pledges:

### **Pledge of Allegiance to the American Flag:**

"I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation, under God, indivisible with liberty and justice for all."

### **Pledge of Allegiance to the Christian Flag:**

"I pledge allegiance to the Christian Flag and to the Savior for whose kingdom it stands. One Savior, crucified, risen and coming again with life and liberty to all who believe."

### **Pledge to the Bible:**

"I pledge allegiance to the Bible, God's Holy word. I will make it a lamp unto my feet, and a light unto my path and will hide its words in my heart that I might not sin against God."

It is our hope that as your child is memorizing the above pledges that you as parents and the family will enter into the learning experience with your child. We feel that it is important that children learn to recognize their responsibility to their country, to God and to His Holy Word as this helps to develop citizenship to both God and our country.

We do hope that the family will become involved in each learning experience with your child. This relationship will do much to keep the school and home operating in close harmony.

## **PROMOTION AND RETENTION CRITERIA**

Each child is admitted for enrollment in New Beginnings Christian School on a probationary basis. Guidelines for evaluation are outlined in our "General Evaluation Policy."

At the end of the school year, if the child is failing 2 or more major subjects, he will be examined by the teacher and the principal of the school. If in their opinion, the student cannot accomplish that next grade's requirements, he may be held back in his present grade. The school reserves the right to disenroll any student who, in the opinion of the teacher and administrator, is unable to keep up with the academic demands of the curriculum.

## **MEDICATION POLICY**

All students who are required to take medications during the regular school day must comply with school regulations. These regulations are in compliance with the State of Ohio Health Department and Franklin County Health Department.

1. All prescription medications must be in a prescription bottle and have an affixed label including the student's name, name of medication, dosage, route of administration, and time of administration.
2. Medications must be left in the designated area. They may not be carried by the student.



## COMMUNICABLE DISEASES

The following is a list of regulations adopted for the control of contagious diseases. These regulations are for your protection. This is in compliance with the Ohio Dept. of Health.

1. Regular Measles: Exclusion from school for six days from the onset of the rash. Re-admission to school with note from parents.
2. German Measles: Exclusion from school until the rash has disappeared. Re-admission to school with note from parents.
3. Whooping Cough: Exclusion from school for four weeks from onset. Re-admission to school with note from parent.
4. Chicken Pox: Exclusion from school until all pox marks are dry and child is free of fever. Re-admission to school with note from parent.
5. Mumps: Exclusion from school until all fever is gone. Re-admission to school with note from parent.
6. Respiratory Streptococcal Infections Including Scarlet Fever: Exclusion from school for not less than seven days. Re-admission to school with a certificate of recovery from physician.
7. Tonsillitis: Exclusion from school. Re-admission with note from parent.
8. Impetigo Contagiosa: Exclusion from school and re-admission with note from parent.
9. Scabies: Exclusion from school and re-admission with certificate of recovery from parents.
10. Tinea Circinta (Ring Worm): Exclusion from school and re-admission with certificate of recovery from physician.
11. Pediculosis (Head Lice): Exclusion from school until all nits are gone.

Any disease not listed will be dealt with at its advent.

It is the policy of the school that if a child has a temperature of 100 degrees or more that the parent will be called and asked to pick his child up.

## **EVALUATIONS OF PROGRAMS AND RESOURCES**

The Word of God says, “Whatsoever you do.... Do all to the Glory of God.” So therefore, we at New Beginnings strive to give God our very best in every way possible.

In an effort to strive for excellence, we periodically evaluate and seek ways of upgrading our educational programs, educational resources, and facilities.

We use the means and abilities available to us to provide a quality education in a suitable environment to the children God allows us to have in our care. Our teachers and other personnel attend seminars and other training when the opportunity arises.

## **SUPPLY LIST**

Each child in grades 1 - 8 will need a NIV Bible. PLEASE mark all of your child's belongings with a marker. Parents may be asked to replenish school supplies throughout the year.

### **KINDERGARTEN - THIRD GRADE**

- book bag & school box
- 1 box pencils
- 1 12" inch ruler
- 1 box crayons
- 1 pair scissors
- 2 large soft eraser
- 2 boxes kleenex
- 2 folders with pockets
- 1 set of 8 watercolors
- 1 glue stick & bottle
- 1 old shirt or paint smock
- 1 single subject notebook  
(non-spiral)
- 1 pack of multi-colored  
construction paper
- 2 packs of 200 filler paper
- 1 package of Clorox Wipes

### **FOURTH - EIGHTH GRADE**

- box/package of pencils
- box of crayons 64+
- pair of scissors
- 3 boxes of Kleenex
- 4 folders with pockets
- 4 packs of 200 sheets filler paper
- 4 composition notebook (journal)
- colored pencils
- markers
- lock
- 1 12" Inch Ruler
- 2 packs of multi-colored  
construction paper
- 1 pack of dry erase markers
- 1 package of Clorox Wipes

## **CUMULATIVE RECORDS**

The school will maintain cumulative records of grades, attendance, and other pertinent information on each student.

## **REPORTING OF PROGRESS TO PARENTS**

We believe that God holds parents responsible for the rearing and training of their children. We, as a school, are only here to assist. Therefore, we do our best to keep parents informed of their child's progress here at school. This includes both academic performance, attendance and conduct.

Report cards are sent home every 9 weeks. Also, periodic parent - teacher conferences are scheduled. Parents are also encouraged to call the school to request a conference with the teacher at any time they feel the need.

## **CANCELLATIONS FOR WEATHER**

New Beginnings Christian School will cancel school depending on the severity of the weather. We will post the closing on Channel 4, 6, 10, and 28. If New Beginnings Christian School is closed, the daycare will usually be open for those students enrolled also in the daycare. There is a separate fee charged for school age children attending daycare on days that school is cancelled.

Because New Beginnings does not have students that ride buses or walk to school, it is very unlikely that school would be cancelled due to cold temperatures. We also do not dismiss classes early due to the weather. However, if you feel the need to pick up your child early, you may do so at any time. You may also choose to keep your child home due to severe weather, it will be marked as an excused absence.

In case of a level 3 weather emergency declared by local authorities, both school and daycare will be closed.

## **POLICY FOR REPORTING CHILD ABUSE**

According to the Ohio Revised Code 2151.421 teachers, school employees, school authorities, day care and child care workers, day care employees, and day care administrators are required by law to report known and suspected abuse, injury or neglect cases immediately to the children's services board.

It is the policy of NBCS, in the case of known or suspected abuse, to contact the parents shortly after making contact with Franklin County Children's services.

## **SAFETY POLICY**

- A telephone is available in the office for use whenever necessary.
- Regularly scheduled fire drills and tornado drills (in the spring) will be held. A record of drills will be kept in the office.
- There is a plan posted in each classroom explaining what to do in case of fire. The plan shows a diagram showing evacuation routes.
- There is also a “lock down” policy in place in case of an emergency.

## **PAYMENT POLICY**

We must insist that payments be made on a regular basis and timely manner. It is our policy that, in accordance with the Ohio School Law, report cards will be detained and no records will be released to another school until the account is paid in full. Students with accounts that are more than two weeks delinquent are subject to suspension until the account is brought up to date. A late fee of \$25.00 will be assessed weekly for each delinquent account.

## **GUIDANCE PLAN FOR NEW BEGINNINGS CHRISTIAN SCHOOL**

Goal 1: To provide personal (including social and spiritual), educational, and career information to students, parents, and staff.

- a) The school will develop and distribute a handbook of information to students and parents.
- b) The school will have an open house.
- c) Teachers will include career related activities in their curriculum.
- d) A weekly chapel will be provided by a staff member focusing on personal (including social and spiritual) development.
- e) Teachers and Pastoral Staff members will provide information and discussions on drugs, alcohol, and tobacco.

GOAL 2: To provide pupil appraisal and record services to students, parents, and staff.

- a) Interim progress reports and grade cards will be distributed on a regular basis.
- b) Standardized tests will be administered at scheduled intervals.
- c) Parent-teacher conferences will be scheduled two times a year or more as needed.
- d) Referrals will be made to designated personnel as needed.

GOAL 3: To provide group guidance services.

- a) Community resources will be utilized in making presentations to the students.
- b) Opportunity will be given for group discussions regarding making decisions about the use of alcohol, drugs, and tobacco.
- c) Opportunity will be given on occasion for role playing and socio-drama in the classroom.

GOAL 4: To provide counseling services.

- a) Church Pastoral Staff members are available for service to the students and their families.
- b) At the discretion of the teacher and principal, the services of an outside certified counseling agency may be recommended for any given student as the need arises.

## **GUIDANCE PLAN CON'T:**

GOAL 5: To provide consultative services to school personnel.

- a) To assist teachers and parents in recognizing early warning signs of substance abuse.
- b) To periodically assess the school curriculum to insure harmony with changing student needs.
- c) To encourage school personnel and parents to work together to identify the special needs of children.
- d) To provide workshops for the school personnel.

GOAL 6: To provide parents with opportunities for individual conferences concerning the personal (including social and spiritual), educational, and career development of their child.

- a) To encourage parents to participate in regularly scheduled conferences with their child's teacher.
- b) To encourage parents to confer with school personnel regarding concerns and special needs of their children.

GOAL 7: To utilize the services of community resources and to make the children aware of civic opportunities and obligations as citizens.

- a) The school will invite certain community services to present programs for the children.
- b) The school will participate in specialized community efforts.

GOAL 8: To provide the most appropriate educational placement for students.

- a) Tutoring in reading, mathematics, and language arts will be available in limitation to students upon determination of need.
- b) Enrichment activities will be provided to students in the classroom.
- c) Recommendations will be made to parents regarding their child's educational process as determined by the teacher and principal.

GOAL 9: To provide an on-going evaluation of the guidance program and implement change as needed.

- a) To evaluate the written guidance plan every five years.

## **ED CHOICE**

We participate in the Ohio Educational Choice Scholarship Program offered by the Ohio Department of Education.

Applicants will be enrolled only after student testing is completed and applicant receives a passing score of 75%. A parent and student interview by the principal is required.

Enrollment/material/art fees are the responsibility of the parents. If you cannot afford these fees, you will be given the opportunity to volunteer services in lieu of cash payments. Parents are also responsible for all sport fees and field trip fees.

## **REFUND/TRANSFER/WITHDRAW POLICIES**

No refund on enrollment and book fees.

Ed choice students may transfer to another Ed Choice participating school.

School staff or parent may request withdrawal at any time during the school year.



**TUITION  
SCHEDULE  
2015-2016 school year**

**SCHOOL TUITION FEES**

2015-2016 School tuition will be \$4050/\$4150 which includes application fees (where applicable), material/enrollment fees and art fees.

School tuition can be paid in one of three ways:

1. **ADVANCE ANNUAL TUITION** - 10% reduction for total advance annual tuition made by June (\$3510.00) and a 5% reduction paid in July or August (\$3705.00)
2. **TEN MONTHLY PAYMENTS** - Ten equal payments made August through May, due the first of each month.

**ANNUAL**

Tuition( Excluding Fees) \$3900.00    Ten Months \$390.00/month

3. **TWELVE MONTHLY PAYMENTS**- Twelve monthly payments made August through July, due the first of each month. (\$325.00)

NOTE: A discount off the school tuition is also available to qualifying members of New Beginnings Church. Only one discount may be taken per family, however. (Discounts do not apply to before or after school care rates.)

**SCHOOL MATERIALS AND ENROLLMENT FEES**

Application Fee. . . . . \$100.00(Non-Refundable)

\*Includes new students and preschoolers coming to Kindergarten.

Materials / Enrollment . . . . . \$200.00(Non-Refundable)

Includes new students and returning students

Art Fee. . . . . \$50.00(Non-Refundable)

Includes new students and returning students

NOTE: Due to limitations in class size, to "hold a space" for a student in the upcoming school year, all fees must be paid in full.

Lunch: Packed lunches only. Milk will be available for \$0.50 per cup.

## **DAYCARE TUITION FEES**

Before school care only .....\$25.00 per week  
(includes breakfast)

After school care only .....\$25.00 per week  
(includes snack)

\*\* In order to guarantee a place for your child in latchkey, you will be charged a weekly rate regardless of the number of days utilized. \$25.00 per week for AM or PM services.

Before and after school care .....\$50.00 per week

Daycare services on days that school is closed but daycare is open:  
..... \$32.00 per day including breakfast and an afternoon snack.

\*\*\*\*\*All payments for daycare services must be paid separately from school monthly tuition.

NOTE: Summer daycare is also available for school-age children for \$160.00 per week.

Daycare services for children    months through preschool is available for \$1 0.00 per week. This includes breakfast and an afternoon snack.  
A \$50.00 non-refundable fee is also assessed to all new enrollees. A deposit of one week tuition is required.

**NEW BEGINNINGS CHRISTIAN SCHOOL**  
**Application for Enrollment**

Date: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Mother's Name: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Please indicate the custodial parent if both parents are not in the residence of the child.

father \_\_\_\_\_ mother \_\_\_\_\_

Name of Public School District: \_\_\_\_\_

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(Office Use Only)

Please date and initial the following upon receipt:

- \_\_\_\_\_ Application for Enrollment
- \_\_\_\_\_ Enrollment Survey Form
- \_\_\_\_\_ Authorization Pickup
- \_\_\_\_\_ Financial & Policy Agreement
- \_\_\_\_\_ Parental Statement of Cooperation
- \_\_\_\_\_ Confidential Family History
- \_\_\_\_\_ Health Record
- \_\_\_\_\_ Parent Consent for Record Release
- \_\_\_\_\_ Birth Certificate
- \_\_\_\_\_ Emergency Medical Authorization
- \_\_\_\_\_ Enrollment Fee paid
- \_\_\_\_\_ Entrance / Material Fee paid

## ENROLLMENT SURVEY FORM

In the enrollment application process, an interview with the parents and school principal is required. If the child is not already enrolled in our preschool program, the child is also asked to attend the interview.

This is an opportunity for us to get to know one another and for us to mutually evaluate whether or not NBCS is the best situation for your child.

Your deposit holds a space tentatively until enrollment acceptance for your child.

Please answer the following questions:

1. How did you find out about NBCS? \_\_\_\_\_

\_\_\_\_\_

2. Why do you desire that your child be a student at NBCS?

\_\_\_\_\_

\_\_\_\_\_

3. In what public school district do you reside? \_\_\_\_\_

4. Do you intend to keep your child in Christian school:

\_\_\_\_\_ a. This year only

\_\_\_\_\_ b. Through 8th Grade

\_\_\_\_\_ c. Undecided

If your child is in 5th grade or above, please have your child answer the following question and sign at the bottom. "Why I want to come to NBCS."

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student's Signature

Date

**NEW BEGINNINGS CHRISTIAN SCHOOL  
AUTHORIZATION PICK UP FORM**

Please list three people (other than yourself), their names, and telephone numbers that are allowed to sign your child out from school during the school day.

1. Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Relationship \_\_\_\_\_

2. Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Relationship \_\_\_\_\_

3. Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Relationship \_\_\_\_\_

Name of child \_\_\_\_\_

\_\_\_\_\_  
Signature of parent/guardian

**NEW BEGINNINGS CHRISTIAN SCHOOL  
FINANCIAL & POLICY AGREEMENT**

**Date:** \_\_\_\_\_

**Child's Name:** \_\_\_\_\_

**Please fill in the appropriate spaces below.**

**I hereby declare my intention to enroll the above-named child in \_\_\_\_\_ grade at New Beginnings Christian School. I have received a copy of the Student Handbook and have been given a full explanation of the school's educational, disciplinary and religious program. I have read the policies, understood them and the services being offered to my child, and agree to abide by them.**

**SCHOOL TUITION ONLY**

**I hereby agree to the above items and agree also to pay the tuition of \$ \_\_\_\_\_ per month for ten months, with the first payment due August 1 and the final payment due May 1.**

**I hereby agree to the above items and agree also to pay the tuition of \$ \_\_\_\_\_ per month for twelve months, with the first payment due August 1 And the final payment due July 1.**

**BEFORE OR AFTER SCHOOL TUITION**

**I hereby agree to pay \$ \_\_\_\_\_ per week for AM / PM daycare services for my child.**

**I understand that a \$25.00 late fee will be imposed for every week my school or \$15.00 late fee will be imposed for every week my daycare account is late.**

**I understand that being two weeks delinquent on any payments is grounds for disenrollment of my child.**

\_\_\_\_\_  
**Signature of Parent or Guardian**

\_\_\_\_\_  
**Signature of enrolling staff**

**I AGREE TO HAVE MY NAME AND TELEPHONE NUMBER INCLUDED ON MY CHILD'S CLASS ROSTER WHICH WILL BE MADE AVAILABLE UPON REQUEST TO ANY PARENT WHOSE CHILD IS ENROLLED IN MY CHILD'S CLASS.**

**YES \_\_\_ NO \_\_\_ \_\_\_\_\_ DATE \_\_\_\_\_**

**SIGNATURE**

## PARENTAL STATEMENT OF COOPERATION

I have read the policies of New Beginnings Christian School, I understand them, and will abide by them. I will pay all financial obligations on the designated day. I realize tuition is due regardless of absenteeism or holidays. I understand that failure to pay all fees and tuition in a timely manner is grounds for disenrollment. It is my understanding that the policy for the school is to make no refunds on enrollment or entrance fees.

I give New Beginnings Christian School permission to discipline my child using the discipline procedures as outlined in the discipline policy. And I will support or "back up" the school and teachers to my child. And, I will endeavor to work with the school in full cooperation in all areas regarding my child.

I further agree to hold the school and its agents harmless for any liability to my child or any guardian or parent thereof because of any claims on behalf of my child against the school or any agent thereof because of any injury or alleged injury to my child.

I understand that this statement of cooperation will be in effect for as long as my child attends New Beginnings Christian School and will be kept on file on the premises.

I understand that failure to comply with the policies of New Beginnings Christian School is grounds for disenrollment of my child.

Parent's signatures (both must sign unless only one has guardianship)

Father: \_\_\_\_\_ Date: \_\_\_\_\_

Mother: \_\_\_\_\_ Date: \_\_\_\_\_

Guardian (if other than parent):  
\_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\* New Beginnings reserves the right to refuse enrollment to any child whose parents or guardian, in the opinion of the administration, indicate the potential for uncooperation.

# CONFIDENTIAL FAMILY HISTORY

Date: \_\_\_\_\_

NAME OF CHILD \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

SEX: MALE \_\_\_ FEMALE \_\_\_ AGE \_\_\_ YEARS \_\_\_ MONTHS \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_  
Street City Zip

MOTHER'S NAME \_\_\_\_\_ AGE \_\_\_ BIRTHPLACE \_\_\_\_\_

OCCUPATION \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

NAME OF EMPLOYER \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

EDUCATION (yrs. attended) ELEM. \_\_\_ HIGH SCHOOL \_\_\_ COLLEGE \_\_\_

FATHER'S NAME \_\_\_\_\_ AGE \_\_\_ BIRTHPLACE \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

OCCUPATION \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

NAME OF EMPLOYER \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

EDUCATION (Yrs. attended) ELEM. \_\_\_ HIGH SCHOOL \_\_\_ COLLEGE \_\_\_

DO BOTH PARENTS NOW LIVE WITH CHILD? YES \_\_\_ NO \_\_\_  
IF NO, ARE BOTH PARENTS PERMITTED TO PICK CHILD UP? \_\_\_  
IF NO, PLEASE EXPLAIN ON BACK OF FORM

LIST NAMES AND BIRTHDATES OF OTHER CHILDREN IN FAMILY:

NAME \_\_\_\_\_ BIRTHDATE \_\_\_\_\_ NAME \_\_\_\_\_ BIRTHDATE \_\_\_\_\_

NAME \_\_\_\_\_ BIRTHDATE \_\_\_\_\_ NAME \_\_\_\_\_ BIRTHDATE \_\_\_\_\_

NEAREST RELATIVE \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

IS CHILD ADOPTED? \_\_\_\_\_ HAS CHILD BEEN TOLD? \_\_\_\_\_

NAME OF CHURCH \_\_\_\_\_



NEW BEGINNINGS CHRISTIAN  
SCHOOL 492 WILLIAMS RD.

COLUMBUS, OHIO 43207

**PARENT CONSENT FOR RECORD RELEASE**

TO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I am the parent/legal guardian of \_\_\_\_\_  
**Student's Name**

who is \_\_\_\_\_ years old and the date of birth is \_\_\_\_\_.

You are authorized to release all records pertaining to my child to New Beginnings Christian School. This includes, but is not limited to: Placement data, mental aptitude and achievement test data, academic records, health records, psychological reports, discipline reports, etc.

\_\_\_\_\_ date  
Parent's Signature

\*\*\*\*\*

**FOR OFFICE USE ONLY**

Date request received \_\_\_\_\_

Date request mailed \_\_\_\_\_

**Emergency Medical Authorization**  
**New Beginnings Christian School**  
**492 Williams Rd., Columbus, Ohio 43207**  
**(614) 497-3815 (614) 497-2171 - Fax**

\_\_\_\_\_  
**Student's Name** **Grade**

\_\_\_\_\_  
**Address** **Phone**

**Part I or Part II must be completed.**

**PART I ( TO GRANT REQUEST)**

**In the event of an emergency, please attempt to contact:**

\_\_\_\_\_ at \_\_\_\_\_  
**Name of 1st Person to call in an Emergency** **Phone Number**

\_\_\_\_\_ at \_\_\_\_\_  
**Name of 2nd Person to call in an Emergency** **Phone Number**

**If reasonable attempts to contact the two persons mentioned above are unsuccessful, I hereby give my consent for 1. The administration of any treatment deemed necessary by:**

\_\_\_\_\_ at \_\_\_\_\_  
**Name of Preferred Physician** **Phone Number**

\_\_\_\_\_ at \_\_\_\_\_  
**Name of Preferred Dentist** **Phone Number**

**Or, in the event the designated preferred practitioner if not available, by another licensed physician or dentist; and 2. the transfer of their child to**

\_\_\_\_\_  
**Name of Preferred Hospital**  
**or any hospital reasonably accessible.**

**This authorization does not include any major surgery unless the medical opinions of two other licensed physicians or dentists, concurring in the necessity for such surgery, are obtained before surgery is performed.**

**Facts concerning the child's medical history including allergies, medications being taken, and any physical impairments to which a physician should be alerted:**

\_\_\_\_\_

\_\_\_\_\_  
**Signature of Parent** **Date**

**Address**

**PART II (REFUSAL TO CONSENT) \* Do not complete Part II if you completed Part I**  
**I do NOT give my consent for emergency medical treatment of my child. In the event of illness or injury requiring emergency treatment, I wish the school authorities to take no action or or to:**

\_\_\_\_\_

\_\_\_\_\_  
**Signature of Parent** **Date**

Ohio Department of Job and Family Services  
**CHILD MEDICAL STATEMENT**  
 For Child Care Centers and Type A Family Child Care Homes

Child's Name ( <i>print or type</i> )	Date of Birth
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This is to certify all of the following:

- I have examined this child and found that he or she is in suitable condition for participation in group care.
- The child has had the age appropriate immunizations recommended by the Ohio Department of Health.
- My office has entered the child's immunizations record below or attached a printed record of the immunizations or found that this child should be exempt from immunizations for the following reasons: \_\_\_\_\_

List any limitations or health conditions for this child (including allergies, daily medication, dietary restrictions) \_\_\_\_\_

<b>Recommended Immunizations</b> ( <i>enter month, day, and year</i> )					
Vaccines	Dose 1	Dose 2	Dose 3	Dose 4	Dose 5
Diphtheria, Tetanus, Pertussis (DTaP)					
Hepatitis B (Hep B)					
Haemophilus Influenza type b (HIB)					
Measles, Mumps, Rubella (MMR)					
Inactivated Polio					
Varicella (chicken pox)					
Influenza					
Pneumococcal Conjugate (PCV)					
Rotavirus					
Hepatitis A					
Other					

The immunizations above are recommended by the Centers for Disease Control and Prevention and the Ohio Department of Health.

**Recommended Assessments/Screenings:**

Vision:  Yes  No Date: \_\_\_\_\_      Hearing:  Yes  No Date: \_\_\_\_\_  
 Dental:  Yes  No Date: \_\_\_\_\_      Lead:  Yes  No Date: \_\_\_\_\_  
 BMI:  Yes  No Date: \_\_\_\_\_      Other: \_\_\_\_\_

Signature of examining Physician/Physician's Assistant/Advanced Practice Nurse	Date of Examination
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**Ohio Administrative Code rules 5101:2-12-37 and 5101:2-13-37 require that this examination be given no more than twelve months prior to the date of admission to the child care center or type A home.**

Name of Physician /Physician's Assistant/Advanced Practice Nurse	Telephone Number
Street Address	
City, State and Zip Code	

This is a sample form used to meet the requirements of rules 5101:2-12-37 and 5101:2-13-37 of the Administrative Code.