



Weavertown Mennonite School

73 Orchard Road, Bird In Hand, PA 17505

717-768-3627

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Patron Handbook

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The Purpose & Objectives of the School

"The mission of Weavertown Mennonite School is to be an effective instrument of God. Together with Christian parents and the church, we seek to educate young people so that they may grow and mature into perceptive and caring Christians who will have a transforming influence on the world."

God intends that we live with an eternal perspective, and we have the responsibility of implanting these values in our children. Therefore, we set the following as our goals:

Develop the student's relationship with God, himself, and others.

Assist the student in attaining academic excellence and in assimilating knowledge that will be relevant and useful.

We want to ensure that the student comes to a saving knowledge of Jesus Christ, achieves a higher level of Christian maturity, attains a deeper commitment, and becomes a more effective witness for the Lord. We believe in the uniqueness and value of each person and want to assist each student in developing his individual God-given talents and abilities. We want to promote self-discipline by helping each student to be responsible, consistent, and thorough in character, attitudes, and actions.

Contact Information

 73 Orchard Road, Bird In Hand, PA 17505

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Who to Contact

Sick Days/Absences	Child's Teacher
Dress Code Questions.....	School Office
Tuition Questions	School Office
Bus Route Questions	School Office
Calendar/School Event Questions.....	School Office
Behavior Issues.....	Administrator
Homework Concerns.....	Child's Teacher
Class Activities	Child's Teacher

Weekly Communication

At WMS we send out an email weekly with our WMS Newsbits. The Newsbits has important notices, reminders, and alerts about school events and procedures. On the last full week of the month, you will receive an orange folder with the Newsbits, calendar for the next month, and any other papers that need to be sent home. This folder is given to the youngest child in your family who is a full-time student. They should then return the folder to the office the following day.

Relay

The WMS relay system will be used for last-minute information and for school closings or delays.

Admissions

Enrollment Process

1. Complete and return the application to the WMS office.
2. Kindergarten testing or placement testing for your child(ren).
3. Interview with the school administrator and board.
4. The school administrator will notify the parents as to the acceptance of the child(ren).

Placement of incoming students in the proper grade will be determined based on previously transferred records and/or the administration of standardized tests. We reserve the right to examine previous records and/or administer our own tests before grade placement is determined. Children entering first grade should be six years old by September 1 of the year they enroll.

Kindergarten Admission Policy

WMS requires all incoming kindergarten students to take a developmental evaluation test that shows their emotional readiness for school.

All students who are borderline in development will be denied admission until the results of the academic test can be considered. Students with summer birthdays will especially be held to a high academic standard if they test borderline for development.

All prospective first grade students who have not completed kindergarten will need to complete the Readiness books that are provided by Weavertown and bring the completed books to school to be examined by the tester when the developmental test is given. The tester may need to keep the books until the decision on admission is made. Kindergarten records will take the place of the school readiness books in the case of a student who has completed kindergarten. The administrator will carefully consider the recommendation of the kindergarten teacher before deciding on admission. After the developmental testing of all the students is completed, the tester will meet with the 1st grade teacher and administrator to discuss the results.

When the results of both tests are available, the Administrator will take into consideration 1) the age of the child, 2) results of the developmental test and 3) results of the academic test. The Administrator will then make a recommendation concerning borderline students to the school board, which could include any of the following:

- Admission with the probability of repeating first grade.
- Another evaluation test at another school
- Summer preparation school in school readiness
- Admission denied.

The school board will decide based on the administrator's recommendation and notify parents of admission or denial.

1st Grade Admission Policy

Because each student needs to be given the best possible chance for success, it is important that the child is in the proper grade level according to his/her developmental level when he/she begins school. First grade students are required to take two evaluative tests regardless of if the student was enrolled at

Weavertown for kindergarten. The first test, administered in February or March before they are enrolled, is a developmental test that shows their emotional readiness for school. The second test is given on Pre-First Days in April or May and is an academic test that shows the level of academic knowledge that they possess.

Re-enrollment

Re-enrollment forms will be sent out in March of every year and must be returned to the school office by May 1st.

Health Information

As a first-year student you are required to hand in a physical, dental, and health history form. It is required by the state that these forms be handed into school before the first day of school.

Immunizations

If you object to immunizations for moral or religious reasons, an exemption form is available at the office.

Sickness

If your child is sick, please keep them at home and contact their teacher that they will not be in attendance. If your child becomes sick during school hours, we will contact you about picking them up.

Medications

WMS keeps Tylenol on hand to give to students with aches and pains. At the beginning of the year, you will fill out a form for each student that asks if you are okay with us giving your child Tylenol.

Attendance

One school year consists of at least 900 hours of instructional time, approximately 170 – 175 days.

School is in session from 8:30 to 2:52 and half days till 11:52.

Students will be considered tardy if they are not in their classroom at 8:30.

Students arriving after 10:00 and leaving before 1:30 will be marked as a ½ day absent. If you leave after 1:30 it is considered a full day.

In the case of inclement weather, the administrator will consult local school districts and the bus committee to determine whether school should be delayed or cancelled. Parents will be notified of any delays or cancellations by means of an automated phone message system and the websites of WJTL and WDAC.

Since Christians should uphold the laws of the state, unless such should violate Biblical principle, it is essential that the Christian school uphold and practice regulations regarding school attendance.

Excused Absences

Excused absences are defined as absences when a student is prevented from attendance for mental, physical, or other urgent reasons. Illness, family emergency, death of a family member, medical or dental appointments, authorized school activities, and education travel with prior approval.

- **Sickness:** If your child is sick, please keep them at home. Please communicate with the child's teacher so they can send work home if possible.
- **Weddings or funerals** of a family member, extended family, or church. A Parent Request Form is required for a wedding if during school hours. Please contact your child's teacher as soon as possible for a funeral.
- **Medical or Dental Appointments** during school hours. Contact your child's teacher about the absent. A written excuse from the doctor's office is required for it to be a legal absence.
- **Educational Trips** subject to the Administrator's approval. (Approval shall be based on the student's work, and whether special activities have been scheduled, i.e. achievement tests, field trips, etc. The teacher should know about the plans for an educational trip at least two weeks in advance. An Educational Trip Request Form must be handed in at least one week prior to the trip. The administrator will then decide whether the trip constitutes an educational absence.)

Unexcused Absences

Unexcused absences are defined as student absences for avoidable reasons. Primarily family vacations.

- A Parent Request Form must be filled out and returned to the teacher one week prior to the absence.
- As compensation for the extra workload caused by absences that are not emergencies, the parents are responsible to pay a fee of \$20.00 per student per day after 3 unexcused absences.
- If a student has more than three unexcused absences in one school year, no credit will be given for missed homework or tests. All grades will be considered 0% and will be used to compute the student's quarter and term grades.

Excuse cards are to be completed and signed by a parent for all absences. The secretary will send an excuse card home in the folder after the students are responsible for completing any assignments missed during any absence, at the teacher's discretion.

Conduct & Discipline

There is a close relationship between discipline in a school and the quality of education offered by that school. Education suffers when students are undisciplined. The Christian church, home and school must work and pray together in development of disciplined children and teenagers. Students who do not learn to be submissive and obedient to those in authority over them have great difficulty in learning to obey God and His Word.

In the Christian school, the Golden Rule should be the basis for all student conduct. It is impossible to name every way in which this general rule can be violated in school. The following ways are common temptations; students at Weavertown can expect disciplinary action for them, in addition to other similar, unlisted offenses. This list is not intended to be comprehensive.

1. Continued and deliberate disobedience to classroom rules
2. Disrespect for authority
3. A rebellious spirit and continuous negative attitude
4. Gum chewing
5. Any type of classroom interruption
6. Excessive noises and running in the school building.
7. Throwing objects indoors
8. Writing and passing notes
9. Being unprepared for class or work
10. Talking without permission or while the teacher is talking.
11. Defacing or misusing personal or school property.
12. Forwardness in boy-girl interests
13. Unwholesome discussions of church issues
14. Loitering in lavatories
15. Unclean, mocking, or taunting speech
16. Leaving school grounds without teacher's permission
17. Persistent tardiness following recess or change of classes.
18. Harassment of others

Disciplinary action can be expected in the case of violation of any classroom or school rules. Following are the steps that will be taken when disciplinary action is needed:

1. The teacher will deal with the offense, using means of discipline according to the seriousness of the offense. Discipline may include warning, communication with the parents, recess detention, withholding of privileges, etc.
2. If the student does not respond to the teacher's discipline, the principal will be notified, and a student, teacher, principal conference will be held, along with contact with the student's parents.
3. If the problem persists, a teacher, principal, parent, student conference will be held and the child will be put on probation for a period agreed upon by the participants of the conference. During the probation period, the child will be interviewed by the teacher every week to keep the student informed of his/her progress. The parents will also be notified on a similar regular basis to keep them informed.
4. If the student is still a problem after the probation period, the case will be reviewed by the school board. The board may request suspension or expulsion of the student.

These steps are intended as a guide and may not be followed exactly if the situation warrants otherwise. Any student may immediately be dismissed from school for serious offenses such as, but not limited to, violence, immorality or extreme rebellion or disobedience.

Safety and Abuse Policy

We are committed to the safety of our students. The whole part – physical, mental, and emotional being- of each individual is of utmost importance as we daily interact with our students. We recognize that we live in a fallen world and the nature of man is to do evil. Abuse (it comes in many forms) is one of the realities of this fallen world.

Student to Student Abuse

Abuse from student to student is identified as the following:

- Inappropriate conversation of sexual nature
- Touching ,or attempted touching, of private body parts
- Verbal threatening to manipulate child into inappropriate behavior

It is possible that a student may not understand what is appropriate and what is not. If a student is uncomfortable with actions taken towards them by another student, it is to be taken seriously, and the offender and the victim are to be questioned by teacher and/or principal.

Reporting Procedure

Employees who suspect child abuse shall immediately notify the Administrator. Upon notification, the Administrator shall assume the responsibility and have the legal obligation to report the suspected child abuse. The Administrator is not to make an independent determination of whether to report. Oral reports of suspected child abuse shall immediately be made by telephone to ChildLine - (800) 932-0313. Oral reports may also be made to the county children and youth agency in the county where the suspected child abuse occurred. The Administrator shall notify the employee when the report was made to ChildLine. Within 48 hours of reporting to ChildLine, the Administrator, in conjunction with the reporting staff member, shall fill out a 'Report of Suspected Child Abuse' (CY-47) and submit it to the local children and youth agency in the county where the suspected child abuse occurred.

Any questions from the media regarding an incident of abuse shall be directed to the Administrator or Chairman of the board.

Academic Standards

A report card is issued at the end of each quarter. The report card should be signed promptly by one of the parents and returned to school. We encourage parents to arrange for a conference if there are any questions. Parents are given a personal log in to the Sycamore account so they can view their student's current grades at any time.

Various factors are considered when a student's passing or failing is being considered. Of major importance is maintaining passing grades in all major subjects. Failing grades in reading (or literature), mathematics, social studies, English, or poor standing on achievement tests are indication of need to repeat a grade. Teachers will notify parents when a student shows signs of failure.

Our grading system is as follows:

- A 93-100% (Excellent)
- B 85-92% (Good)
- C 77-84% (Average)
- D 70-76% (Poor, Unsatisfactory)
- F Below 70% (Failure)

Dress Code

Students, under the direction of the parents, are expected to abide by their own church standards. In cases where the church standard is more conservative than the school code, the church standard shall apply. Fathers will be asked to address any modesty issues that may arise.

General

1. Shoes are always to be worn.
2. Lettering on shirts and sweaters should be no bigger than the palm of your hand.
3. Jewelry, make-up, and nail polish are not to be worn at school.

Boys

1. Shirts
 - a. Grades 5-8 are required to wear shirts with collars and buttons.
 - b. Grades K-4 are required to wear shirts with buttons.
2. Hair
 - a. Boy's hair should be no longer than the natural hairline and should be kept above the eyebrows.

Girls

1. Shirts and Dresses
 - a. Sleeveless and low-cut shirts or dresses are unacceptable.
2. Skirts
 - a. Skirt length is to be below the knee when sitting or standing.
 - b. Open skorts are not to be worn at any time.

This dress code shall also apply to parents who are attending school activities such as track & field, class field trips, etc.

Dress Code Violations

If your child is in violation of the dress code, you will ideally receive a Dress Code Violation slip on the same day that it happened. We ask for your understanding when this takes place and that the necessary changes are made.

Personal & School Property

Parents should help students acquire a sense of responsibility for personal possessions--such as lunch boxes, coats, hats, boots, etc.—by making sure things are not left at school. Respect and care for school property is also important. Books, desks, walls, etc. shall not be mutilated or defaced. Unintentional damage shall be paid for at the discretion of the principal. Intentional damage shall be paid for at face value, with a minimum fine of \$1.00. We expect a student to report immediately any damage for which he/she is responsible and then pay for it. Failure to report will result in an obligation to pay double the value.

Students should practice good stewardship in using school supplies such as tablets, pencils, etc.

Transportation

As much as possible, students shall be included in the bus route. Students outside the limits of the bus route may be brought to school in private cars. Details of bus transportation are to be discussed with the bus committee. Cost of transportation is separate from, and in addition to, school tuition.

Morning Drop-off

Students may be dropped off between 8:15 and 8:30. Please drop them off at the top entrance (2nd & 4th grade door) so as not to get in the way of the buses.

Afternoon Pickup

Students shall be picked up between 2:52 and 3:00. Students waiting to be picked up will wait at the top entrance (2nd & 4th grade door) with a teacher. It is required that you communicate with the school office if your child is being picked up.

Busing

1. The week before school starts you will receive your bus routes.
2. Please communicate with your bus driver if your child will not be on the bus. The school office will not communicate that with them.

On the Bus

While on the bus, students must obey the driver, just as they must obey the teacher in the classroom. They must be prompt in meeting the bus and observe the following safety rules:

1. Be seated until you get to your bus stop.
2. Gum chewing is not permitted on the bus.
3. Avoid unnecessary noises and distractions to the driver.
4. Be courteous to each other in language and deed.
5. Do not litter on the bus.
6. Do not mar or damage bus property.
7. Do not put any part of your body outside of windows.

Since the name of the school is plainly printed on the bus, actions from within will add to or detract from that name. Calling to persons outside, throwing litter onto roadways, etc. are not in accord with a Christian testimony.

Problem Area	First Offense	Second Offense	Third Offense
Remaining Seated Until Bus Stops	Note to parents	Call to parents	Call to parents; One day bus suspension
Gum Chewing	Note to parents	Call to parents	Call to parents; One day bus suspension
Distractions to Driver	Note to parents	Call to parents	Call to parents; One day bus suspension
Foul Language	Call to parents	Call to parents; one day bus suspension	Call to parents; One week bus suspension

Mistreatment of Others/ Harassment	Call to parents	Call to parents; three- day bus suspension	Call to parents; Indefinite bus suspension
Littering on the Bus	Note to parents	Call to parents	Call to parents; One day bus suspension
Damaging Bus Property	Call to parents	Call to parents; one day bus suspension	Call to parents; One week bus suspension

School Events/Activities

Hot Lunch

We have a total of 12 whole school hot lunches throughout the year. At the beginning of the year, you will get a list of hot lunch groups. You will be contacted by whoever is in charge as to when it is and what they would like you to bring.

School Cleaning

Each family is required to clean the school once during the school year. At the beginning of the year, you will get a cleaning list. If you are not able to clean you can pay \$90 for a hired cleaner or you can switch with someone.

Parent Teacher Fellowship (PTF)

A Parent-Teacher Fellowship meeting is held on the first Tuesday of September and the third Monday evening of January and April. All three meetings begin at 7:00 PM at school. Various announcements and reports are given, and a guest speaker is invited to speak on topics relating to Christian education. In April, the annual business meeting is held to elect new committee and board members for the following year.

All patrons are strongly urged to make PTF meetings a priority. These meetings are an excellent opportunity to meet and fellowship with the school family, meet the teachers, and to become active in the organizational work of the school.

Auction & Bake Sale

Weavertown School holds an annual Auction and Bake Sale on the third weekend in September. This is the school's major fundraiser and is organized and coordinated by a patron committee. All patrons work together in donating food items, crafts, etc. for the auction, or money to offset expenses.

Parent Teacher Conferences (PTCs)

Parent-Teacher Conferences are held at the end of the first quarter and are mandatory for all patrons. One of the, or preferably both, parents meet with the teacher of each of their students for a fifteen-minute conference to discuss the students' report card, progress in class, academic/social needs, etc. PTCs will be scheduled at the first PTF, and if you are not there the secretary will contact you to make an appointment.

Christmas/Easter Programs

Every year the students present a Christmas or Easter program on alternating years at the Weavertown Church. The program begins at 7:00 P.M., and parents are asked to have their children at the church at 6:45 P.M. Students are required to dress up.

Parent Visiting Week

To encourage parents to visit school, a week in the winter is designated as Parent Visiting Week. This does not imply that visiting by parents should be limited to this week. Teachers plan activities and classes with the parents in mind, and students enjoy having Mom and Dad at school for a day.

Bible Quizzing

Students in Grades 6-8 may participate in a Bible Quiz Team that competes against other schools as part of Mid-Atlantic Christian Schools Association (MACSA) Bible Quiz program. Students on Quiz Team are expected to memorize the Bible passages designated by MACSA for that year. The Quiz Team practices three times a week beginning immediately after Christmas and attends several daylong tournaments, as well as a 3-day retreat in March.

Track & Field

Track & Field takes place the week before school is out. This is a fun time where the students come together and compete at different activities. The 5th-8th graders will do activities each morning throughout the week. On Friday grades K-4 start right away in the morning with their activities. Parents are welcome to come. The children love having their parents come cheer them on.

School Picnic

As a finale to the year, the entire school family gathers for a picnic on the school grounds on the Thursday evening before school lets out. Supper is a carry-in, with each family bringing a hot and cold dish. The evening is fun, fellowship, and softball for the men and boys.

Student Assemblies

The entire student body meets in the gym every Wednesday for a joint devotional/chapel time to begin the day. Patron fathers are contacted by the pastoral board to be the speakers for these weekly assemblies, which consists of approximately 15 minutes of devotions and prayer. Other speakers are local pastors, evangelists, missionaries, etc.

Every month a different grade has an assembly which consists of a skit that they practiced for. Parents are welcome to attend.

Field Trips

Each class takes an educational field trip for a day usually in April or May. Each class has a designated standard destination including Philadelphia, Baltimore, Gettysburg, Hershey, etc. The eighth-grade class, which attends a 3-day, 2-night outdoor school at Spruce Lake Retreat as their field trip, is the only trip that is overnight. Parents should be prepared to provide money for meals, souvenirs if you choose, or similar expenses. Since some field trips will need to leave school before 8:30 and/or return after 3:00, parents should be prepared to provide transportation to and from school on field trip day.

Fund Drive (Trash a Thon) (Grades 6-8)

The fund drive happens every fall and is a way for the students in grades 6-8 to get involved in raising money for the school. They have several weeks to go around and ask people to sponsor them. After the designated time there is a day where they go around a cleanup trash.

History Fair (Grades 4-6)

Each year in January grades 4-6 are involved in a History Fair. Fourth grade researches a person, fifth grade a state, and sixth grade a country. They will prepare a display board showing interesting facts about the subject studied. The boards will then be on display for several days and are open for parents, family, friends, and other school groups to attend.

Science Fair (Grades 7-8)

Every other year grades 7-8 are involved in a science fair. The students conduct a scientific experiment or a research project and prepares a display to explain the project. The boards will then be on display for several days and are open for parents, family, friends, and other school groups to attend.

Bible Quizzing

Students in Grades 6-8 may participate in a Bible Quiz Team that competes against other schools as part of Mid-Atlantic Christian Schools Association (MACSA) Bible Quiz program. Students on Quiz Team are expected to memorize the Bible passages designated by MACSA for that year. The Quiz Team practices three times a week beginning immediately after Christmas and attends several daylong tournaments, as well as a 3-day retreat in March.

Interscholastic Athletic Games

Grades 7 & 8 participate in a limited number of games with other local junior high schools in several different sports including soccer, basketball, volleyball, and softball. These games are scheduled in advance and are open for parents to attend. All games are held during the school day.

Missions Week

In order to highlight different mission fields and opportunities, one week in March is designated as Missions Week. Various mission speakers have devotions for the entire school each morning of Missions Week and each classroom uses various activities to focus on the needs of missions and their workers.

8th Grade Graduation

The 8th grade graduation service is held on an evening of the last week of school and is open for any friends or relatives of the students to attend.

School Committees

School Board

The school board is a five-member committee that oversees the day-to-day operations of the school, is responsible for the school's finances, hires teachers, and makes all policy decisions. All decisions are made in consultation with the pastors of the Weavertown Amish Mennonite Church. Board members serve a three-year term and may serve three terms. The school board organizes itself each year into five positions: chairman, vice-chairman, secretary, treasurer and fifth member, as well as serving as representatives on various other committees. (Bus committee)

Parent Teacher Fellowship Planning Committee

The PTF committee is a four-member committee that consists of two members elected from the patron body, one board representative and a staff representative. The PTF committee is responsible for planning the three PTF meetings throughout the year, choosing topics and guest speakers, appointing song leaders, devotional leaders, moderators, etc. PTF members serve a two-year term.

Maintenance Committee

This three-member committee is responsible for all building and maintenance needs on campus. Two members are elected from the patron body. The third is a board representative. Maintenance members serve a two-year term.

Busing Committee

The bus committee consists of four members elected from the patron body and is responsible for the purchase and maintenance of the school buses. They also plan the bus routes. Bus committee members serve a three-year term.

Auction & Bake Sale Committee

The Bake Sale committee is made up of five members (couples) that plan and organize our annual Auction and Bake Sale in September. They are elected from the patron body, and the board treasurer is a board representative on the committee. Committee members serve a six-year term.

Auditors

This two-member committee is elected from the patron body and is responsible for examining and auditing the treasurer's books. Auditors serve a two-year term.

Parents and the School

Parent School Relationship

Parents have a vital part in the function of the school. Parents are expected to promote proper attitudes and respect for the school and its staff. The child's teacher and the total school program needs the prayers of each parent. The parent's relationship with the school and its teachers is an important factor in the educational development of the child. The ideal environment for the child is one in which he senses that his parents and his teacher are in harmony in teaching and discipline. Serious problems can arise in the school and the development of the child if unity of purpose and practice are not sought for and maintained.

The home environment is naturally reflected in the school. If the school is to achieve its purpose as outlined on page 1 of this handbook, our homes must adhere to Biblical principles as well. For this reason, use of tobacco or strong drink, television, or divorce and remarriage will disqualify a student application.

It is expected that discretion is used when making decisions on the media/entertainment that is consumed in our homes. Excessive screentime has many damaging effects on the mental and academic development of children and should be used in moderation.

In all organizations where people work closely together problems, misunderstandings and conflicts are inevitable. Parents are urged to use the Biblical procedure given in Matthew 18 to resolve differences. Parents should not discuss school problems with other parents if they have not confronted the teacher or administrator involved. Likewise, the Administrator should not be called into a teacher problem if the parent has not discussed the problem personally with the teacher.

Visitation/School Activities

Parents are encouraged to visit the school and are urged to keep in frequent contact with the teacher concerning the child's progress. Request for conferences is welcome, in addition to the regularly scheduled Parent-Teacher Conferences (usually in November). Preschool children who are not accompanied by parents should not visit school. Preschool children visiting with their parents should always stay with their parents, and not be with brothers, sisters, or other students unless the teacher has made special provision to that effect.

Tuition

Tuition may be paid in full at any time or in three equal payments in August, December, and March receiving a statement. Other payment arrangements may be made with the school board. Tuition is to be paid in full by the last day of school. Report cards may be withheld at the end of the school year if required payments are not made. If tuition has not been received by July 15, reapplication and down payment for the following year or automatic deposit will be required. No family can enroll students unless tuition from the former term is paid in full.

Tuition does not cover all operating expenses. The school depends on other support in gifts from patrons, fund-raising projects, and offerings.

Whole School Chapel

The entire school student body will meet in the school basement on a weekly basis for a joint devotional/chapel time to begin the day. Patron fathers sign up at the first PTF to be the speakers for these weekly assemblies, which consists of approximately 15 minutes of devotions and prayer. Other speakers are local pastors, evangelists, missionaries, etc.

Insurance

Weavertown School does not offer any student insurance that would cover the expenses of theft or injury while at school. Parents are responsible for the expense of any accident that may happen on the playground, in Phys. Ed., or anywhere on school property. Parents should urge students to be responsible to make sure belongings are not left outside overnight.

Student Homework

Students at Weavertown School in Grades 3 – 8 can expect to bring some assigned work home. This will vary a great deal with students, time of year, and even teachers. Parents are expected to be responsible to make sure student homework is completed on time. This is best accomplished by communication between parent and student, a scheduled time to work on homework and a place at home where students can work efficiently without distraction. Some students will need help with homework. This may be a result of not paying attention to directions being given, disorganization of notes and papers, or not understanding ideas and concepts. Parents are urged to evaluate the problems their child is having

with homework and help them to find the resources to help, whether that be calling a teacher for help in understanding a problem, organizing a notebook to prevent lost papers, or enforcing a scheduled study time and place at home.

Some homework activities such as Bible Memory can cause a special problem for students who have trouble memorizing. Parents are urged to be involved in the memorization assignments of their students by incorporating Bible Memory into their family devotions, by helping students to learn and review daily instead of procrastinating, etc.

All students are expected to finish homework assignments on time. If students do not have homework finished by the assigned period, the homework will be considered incomplete. A teacher may dock the grade of an incomplete paper or use whatever means necessary to motivate a student to finish assignments on time. In addition, the father (or mother if no father is present in the home) will be asked to do an hour of work at school with the student if he/she has multiple incomplete assignments in one calendar month. Students in Grades 3 & 4 will receive an after-school detention with their father if they have more than 5 incomplete assignments in one month, students in Grades 5 & 6, if they have more than 4 in one month, and students in Grades 7 & 8 if they have more than 3 in one month. This policy is designed to make fathers responsible for teaching and enforcing discipline, time management, and responsibility.