



CHRIST LUTHERAN SCHOOL & PRESCHOOL

L A M E S A C A L I F O R N I A

**Christ Lutheran School
Grades K-8**

Accredited by:

Western Association of Schools and Colleges & National Lutheran School Accreditation

Parent - Student Handbook

2024-2025

Christ Lutheran Church & School
Developing dynamic disciples for Christ!

www.lutheranschool.org

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Christ Lutheran School

Parent - Student Handbook

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Christ Lutheran School

7921 La Mesa Boulevard
La Mesa, California 91942

Xavria Schwarz, Principal | 619.462.5211 x 103

Welcome

Dear Parents and Students,

Christ Lutheran School exists as an extension of the ministry of Christ Lutheran Church Ministries to provide quality, Christian education to children of our church and community.

Our goals are to help children grow in their love of the Lord, develop their God-given gifts to the fullest, and prepare for a life in society as Christian citizens. We do this in an atmosphere of love and understanding. To accomplish these goals, we recognize the importance of working closely with parents, the primary educators and disciplers of their children.

This Parent-Student Handbook serves as our contract with you. The policies, guidelines, and information set herein constitute our commitment to the education of your children. As significant policies change or new ones are adopted, we will inform you in writing.

Upon registration of your children for school it is understood that you agree to all policies and guidelines in this handbook.

It is important that you read this Parent-Student Handbook thoroughly. If you have any questions, please contact me.

We see ourselves as partners in the Christian education of your children. It is our desire that this partnership will grow and mature as we work together.

Developing Dynamic Disciples,
Ms. Xavria Schwarz, Principal

Staff

Principal.....	Ms. Xavria Schwarz
Admissions Counselor.....	Mrs. Amy Ferguson
Extended School Care Director.....	Ms. Karen Trapp
School Secretary.....	Mrs. Sarah Buskirk
Kindergarten.....	Mrs. Jill Kusel
First Grade.....	Ms. Tessa Lohman
Second Grade.....	Mr. Randy Robinson
Third Grade.....	Mrs. Leanna Rowland
Fourth Grade.....	Mr. Joshua Payne
Fifth Grade.....	Mrs. Casey Sitze
Sixth Grade.....	Mrs. Micah Valadez
Seventh Grade.....	Mrs. Tiffany Giles
Eighth Grade.....	Mr. Mark Kusel
Resource Teacher.....	Mrs. Christy Holden
Science/Computer Teacher.....	Mr. Aaron Mietzner
Primary Science Teacher.....	Mrs. Rachel Wilshusen
Director of Worship and Music.....	Mrs. Kathy Barkett
Assistant Director of Worship and Music.....	Mrs. Sarah Kusel
Spanish Teacher.....	Señora Alex Berg
Librarian.....	Mrs. Vivian Smyle
Preschool Director.....	Mrs. Melissa Payne
Senior Pastor.....	Rev. Travis Ferguson
Deacon.....	Mr. Jacob Sitze

Director of Community and Communications.....	Mr. Stuart Gardner
Director of Youth Ministries.....	Mrs. Cheri Selander
Minister to Youth.....	Mr. Brandon Heath
Director of Operations.....	Mrs. Patti Maass
Administrative Accountant.....	Mrs. Kathy Garces
Director of Facilities.....	Mr. Craig Barkett
Human Resources Specialist.....	Mrs. Emily Lieber

Mission

Developing dynamic disciples for Christ!

Vision

Created by God, sent by the Holy Spirit, passionately transforming lives to be like Jesus!

Core Values

- Intentional and daily Christian discipleship of students
- Strong and rigorous academic focus
- Supportive and connected school climate and culture
- Development of personal responsibility and accountability in students

Purpose

Christ Lutheran School is an integral part of the total ministry of Christ Lutheran Church and School in La Mesa, CA. The purpose of Christ Lutheran School is to disciple its students. Through this discipling process, the students will grow spiritually, emotionally, socially, physically, and intellectually being equipped to be disciples who witness their Christian faith and make disciples of others. This is accomplished by the power of the Gospel and in partnership with parents.

Philosophy

Christ Lutheran School functions in obedience and response to:

- God's promise that we are to "train up a child in the way he/she should go, and when he/she is old he/she will not part from it." (Proverbs 22:6)
- God's command to parents is that they are to bring up their children "in the nurture and admonition of the Lord." (Ephesians 6:4)
- God's commission to the church that we are to make disciples of all nations, including children, and teach them to "observe all things commanded by the Lord." (Matthew 28:19-20)

We believe that God is our loving Father, and we are His children. All of us are sinful and in need of a Savior. God sent His only Son, Jesus, to die for our sins. Those who believe in Jesus' death and resurrection are His disciples. Jesus' disciples follow his commands. Our goal is to lead students to be disciples of and disciplers for Jesus.

We believe that the family is the child's primary discipler. Our school is in partnership with parents, enabling students to enhance the development of the whole child. This partnership is to provide a solid base of communication for the purpose of furthering the student's relationship with God and enhancing positive Christian family interactions.

We believe children develop at their own individual pace. We believe a positive learning environment, which utilizes a variety of teaching styles to accommodate diverse learning modalities, is essential. Our aim is to have students realize and achieve their own God-given potential and recognize failure as a valuable part of the learning process.

The Christ Lutheran School team is committed to the total development of our students. We are dedicated servants who carry out the mission of the church through our witness and personal involvement. We desire to be encouragers and set high academic standards and clear behavioral boundaries.

We build our educational plan with academics taking the highest priority. In ministering to the whole child, we include co-curricular and student-support programs. We understand the importance of continually reviewing our programs to ensure success.

We also believe that students in our school need to achieve and grow in areas outside the academic domain. The ability to accumulate, evaluate and apply information to develop problem-solving skills is important. Using scriptural guidelines related to developing and maintaining relationships is also important. We want students to develop self-discipline and demonstrate forgiveness and respect for others.

We believe that an effective Christian school environment requires a positive teacher-student relationship. This must include a loving relationship built on Scriptural truths and mutual respect, as well as the forgiveness and trust that are essential to make teaching and learning effective and lasting. Teacher-student relationships are strengthened when expectations are clearly defined and enforced. We desire to work with students in this relationship unless their behavior interferes with the learning of others.

What can parents expect from Christ Lutheran School?

- Christ-centered environment
- Support
- Caring teachers and staff
- Preparation for higher education
- Homework
- Consistency and accountability
- Communication

What does Christ Lutheran School expect from parents?

- Attendance – make school a priority
- Partnership
- Care for enrolled students – adequate rest, nutrition, and personal hygiene/grooming
- Communication
- Trust – confidence in our teachers and staff

Schoolwide Learning Expectations (SLE)

By the power of the Gospel and in partnership with parents, Christ Lutheran School will produce students who:

1. Give a sincere witness to their faith in Jesus Christ.
2. Use effective problem-solving skills to accomplish individual and group goals.
3. Communicate ideas and feelings through various methods.
4. Design and create products using traditional and digital media.
5. Identify, analyze, transfer, integrate, and apply information.
6. Demonstrate positive citizenship and contribute time and talent in service to others.

Admissions and Enrollment Policies and Procedures

Non-Discriminatory Statement

Christ Lutheran School admits students of any race, color, or national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate based on race, color, national or ethnic origin in administration of its educational policies, admission policies, tuition assistance program, athletic program, and other school administered programs.

Requirements for Enrollment

To be considered for enrollment into Christ Lutheran School a student must meet all the following criteria:

1. The student must be educable, using our regular instructional program, as determined by

progress reports and assessment tests. Christ Lutheran School is not equipped to accommodate those students who demonstrate severe grade level deficiencies or behavioral problems. We will recommend specialized testing when academic deficiencies seem to be caused by specific learning disabilities.

2. The parents and students must agree to the policies of the school as described in the Parent-Student Handbook. The parents' payment of the registration fee denotes acceptance of the policies as described in the Parent-Student Handbook.
3. When entering kindergarten, a child must be five years of age by September 1 the year he/she wishes to enroll and complete a kindergarten readiness assessment.

Re-Enrollment

All families already enrolled in the school will have their first opportunity to re-register for the next school year. This includes siblings of current students. This re-registration must take place by the end of the re-enrollment time frame to ensure a place for the next school year.

New students from families not now enrolled will be considered for enrollment directly following the completion of re-registration on the following basis.

Priority Enrollment

1. Children whose sibling(s) are already enrolled in Christ Lutheran School's Kindergarten -8th grades.
2. Children whose parent(s) are active members of Christ Lutheran Church Ministries – La Mesa, CA.
3. Children who are enrolled in Christ Lutheran School's Preschool (for kindergarten enrollment priority).
4. All others by date of application.

All new students will be considered on an academics and conduct probation for one semester. Below "C-" or below average conduct grades may result in a dismissal from school.

Admissions Procedures

Kindergarten

1. The child must be five years of age by September 1 of the year he/she desires to enroll.
2. The child must demonstrate sufficient developmental growth as measured on the developmental screening administered in the spring.
3. An online application must be completed and signed by the parent or guardian. A non-refundable (\$100) deposit must accompany this application.
4. An interview with the principal will be held.
5. Other important items:
 - a. The parents must show the school a valid birth certificate to verify birth date.
 - b. The parents must present proof of state required vaccinations.
 - c. We also ask that the child receive a physical examination. Although the state requires a physical by first grade, we ask for one for kindergarten. We will provide the form, Report of Health Checkup for School Entry, to be completed by your physician. Information about

state aid for these physicals for lower income families will be provided with the form.

Grades One to Eight

1. An online application must be completed and signed by the parent or guardian. A non-refundable (\$100) deposit must accompany this application.
2. Copies of recent assessment test results and report cards must be forwarded to the admissions counselor. A placement test will be administered.
3. An interview with the principal will be held.
4. New first grade students must have a physical examination before the completion of one month of school. State law requires this.

Fees

Christ Lutheran School is financially administered through the general budget of Christ Lutheran Church and School. The school generates income for the school's budget with:

1. **Registration Fees:** These fees are charged annually, per child.
2. **Tuition Fees:** Tuition fees are paid by parents for the education of their children in Christ Lutheran School. There is a reduction in the fees for siblings. The fees are set yearly through tuition calculation and approved by the School Counsel and Apostolic Counsel.
3. **Christ Lutheran Church support:** Christ Lutheran Church through its offerings and church budget also supports the school ministry.
4. **Other income:** Money generated through direct financial gifts and fundraising.

Tuition may be paid over 11 months with the first payment due July 20 or in one payment (with a 2% discount) by July 20. There will be a \$25.00 late fee or 5% of your monthly bill (whichever is greater) for all payments received after the last day of the month. Late fees will also be assessed for late payments of registration, ESC, sports participation, and other school fees.

Families are encouraged to sign-up for monthly tuition withdrawal. The Christ Lutheran Church Business Office can accept up to \$2,500 in cash from an individual/family in one business day. The Business Office accepts personal checks, cashier's checks, and money orders for all payment amounts.

Tuition is billed monthly. If the enrollment status of a student changes, (begins or ends) during the school year, the family's account will be calculated monthly by the business office.

Delinquent accounts cause a financial strain on the school and church. It is expected that families will act in good faith in addressing their financial responsibility. The school is responsible for collecting all fees. Reminders will be sent, and delinquent accounts will be submitted to a collection agency. Accounts delinquent for sixty (60) days without action will cause enrollment to be terminated.

The account must be paid in full by June 15 to assure re-enrollment for the next school year.

Notification of Withdrawal/Termination

If a family needs to withdraw from Christ Lutheran School, an 8-week written notice must be provided to the principal. If the family is unable to provide an 8-week written notice the family will be responsible for two (2) months of tuition. This is due in part to support Christ Lutheran School who has accommodated

the student with staffing, curriculum, and classroom space.

Attendance

Absences due to Illness

School attendance is compulsory, as dictated by the California State Education Code. When a student is unexpectedly absent, please phone or email the school office to let us know why your child is not in attendance. Students not in attendance all hours that school is in session are marked as ½ day absent.

When students are home ill the school office will gather homework when requested. Please retrieve the student's homework from the school office by 4 p.m. If requested, homework can be left in ESC for pick-up by 5:30 p.m. Please give teachers adequate time to get homework gathered.

For any student to take part in a school-sponsored activity, the child must attend school the day of the activity unless prior arrangements have been made with the principal. In the case of an absence, the student needs to request the assignments, and complete them promptly for submission to the teacher. For each day the student has been ill, he/she has that many days to submit the work. If additional time is needed for work completion, please communicate with your child's teacher.

Pre-Arranged Absences

When it is necessary for a student to be absent for reasons other than illness, **THE PARENT MUST SUBMIT AN EMAIL TO THE PRINCIPAL ONE WEEK PRIOR TO THE EXPECTED ABSENCE.** After receiving the parent's written request, the principal will inform your children's teachers regarding the upcoming absence. If the school is not notified one (1) week in advance, the absence will be unexcused. The student must complete the work missed but will only receive partial credit (50% credit) for it in the case of an unexcused absence.

A pre-arranged absence note/email should include the following details of your student's absence:

1. Students who will be absent
2. Dates the absence will take place
3. Reason for absence

Your student's teacher will prepare assignments as feasible. **All assignments prepared for students are due upon their return to school.** Assignments not completed are subject to the consequences pertaining to the late work policy in your child's classroom. Other assignments missed will be given a date of completion to be determined by your child's teacher.

The purpose of this policy is to:

1. Model for students the importance of education
2. Encourage regular and faithful school attendance
3. Help ensure a student does not fall behind in his/her studies due to absences

Dismissal for Medical and Dental Appointments

If a student is to have a scheduled appointment, parents are asked to notify the office and classroom teacher at least one day in advance of the appointment.

Excused absence is granted for medical and dental appointments. Frequent absences of this type are detrimental to the student's class work and should be kept to a minimum.

Tardiness

Students in grades K-8 are to be in their classrooms by 8:30 a.m. Students that are tardy must receive a tardy slip from the school office before entering the classroom. The back, third-level doors are closed and locked at the 8:30 a.m. bell. Students must enter the front doors and receive a tardy slip from the school office.

School Day

Our regular school day is from 8:30 a.m. to 3:00 p.m. for students in grades K-8. Students who arrive before 8:10 a.m. are to report to Extended School Care. Students arriving after 8:10 a.m. are to report to their classrooms. Students may not be left unsupervised at drop-off time.

Students are to leave the school grounds twenty minutes after the school day concludes or directly after the completion of a scheduled extracurricular activity. Children still on the school grounds twenty minutes after school is dismissed and not involved in a supervised extracurricular activity, will be placed in the Extended School Care program and charged at the regular rate starting from the time school was dismissed.

To attend an after-school sporting event a student must be participating on the team or have direct adult supervision while attending the game. Siblings of students participating in after school sports must have direct adult supervision, or they will be checked into Extended School Care.

Early release days are listed on the calendar. Early release days typically run from 8:30 a.m. to 12:30 p.m. There will be no lunch period on early release days. Children are to be transported twenty minutes after the day concludes. All students remaining will be checked into Extended School Care and charged the regular rate starting from the time of school dismissal.

Leaving School Premises

At no time during the daily session are students allowed to leave the school premises even during recess or lunch period except by previous arrangement. If arrangements have been made and the child is to be picked up, the parent or legal guardian must present himself/herself to the office (NOT the classroom) before the child is released. The child is then released. The school assumes no liability in cases where students leave the premises in violation of the above policy.

At the conclusion of a school day, enrolled students who remain on campus must be supervised by their parent/ responsible adult, checked into the ESC program, or participating in an after-school program or activity.

Parent - School Relations

Forgotten Items

To minimize classroom interruptions, any forgotten article brought to school during class time must be deposited at the school office, not the classroom. The child may then come to the office at recess or lunch to collect what was left for him/her.

Lost and Found

We maintain a lost and found. Any clothing left at the end of the school year is donated to the gently used uniform sale. We encourage you to **mark your child's clothing** for easy identification.

Pets on Campus

Family pets must remain inside the vehicle when on campus or at school events. Special visits to the classroom for sharing, etc. must be arranged with the child's teacher.

Phone Use/Student Cell Phones and Other Personal Electronic Devices

Students are not allowed to have cell phones or personal electronic devices (including things like apple watches) at any time on campus, on field trips, or at school functions (games, choir, band, Back to School Night, Sock Hop, etc.). Cell phones/personal devices may not be used by students before, during, or after school. If a parent deems it necessary for a student to have a cell phone for an after-school, off-campus/non-CLS event the **parent must submit a request in writing**. The teacher and principal will determine if the request will be honored. The student will check the phone in and out with the school's secretary, or the ESC Director if attending ESC, every school day if the request is approved. If a student is caught with a cell phone/personal electronic device at school the device will be confiscated and may only be retrieved by the parent.

When parents need to be contacted the student or school secretary will call from the school office.

Lunch

A lunch option is offered through Ki's School Lunches on Mondays/ Wednesdays/ Thursdays/ Fridays. Families will set up an account with Ki's School Lunches (www.kisschoollunches.com). On Tuesdays a simple lunch will be provided to help cover the cost of the eighth grade Catalina trip and the sixth grade Outdoor Education trip. Families will sign up each trimester. Microwaves for heating lunch foods are not available. Hot water is made available daily.

School Yearbook

A school yearbook is published annually. The yearbook may be ordered for a separate fee. It includes pictures of all students, faculty, and a wide variety of groups, teams, and candid pictures.

School Pictures

School pictures will be taken in the fall in school uniforms. You will receive information about purchasing the pictures, but you are under no obligation to purchase them.

Book Covers

Students are asked to cover all hardcover textbooks to protect them. Paper or cloth covers, please.

Cumulative Files

A cumulative file is kept on each student in the school. This record is passed on from school to school as the student progresses through the grades.

The Family Educational Rights and Privacy Act gives parents of students under 18 years of age the right to see, correct, and control access to student records.

Items in the cumulative file include:

1. Applications for enrollment
2. Health history
3. Copies of report cards
4. Assessment and Ability test results
5. Information from doctors, psychologists, and/or tutors that the parents have
6. Copies of disciplinary notices

Copying of the information in the cumulative file will be done upon the request of the parents, or when students leave Christ Lutheran School through graduation, moving, or when making a change of schools.

Party Invitations

When children are hosting parties or celebrations, **if more than half of the class or the child's gender are invited, then the entire class/gender group must be invited.** Please help us to curb feelings of exclusion.

Parking, Pick-Up, and Drop-Off Safety

The parking lot will be opened at 7 a.m. and 2:50 p.m. On early release days, 10 minutes prior to pick-up. We ask that you follow these guidelines when picking up or dropping off your children:

1. **NO PARKING in Lot 2 (behind the K-8 building) during drop-off and pick-up times** (An exception will be made for parents with babies, toddlers, and preschool age. Use only spaces opposite the K-8 school - against the bank).
2. **DO NOT ENTER the driveway north of the school during drop-off and pick-up times. ONLY ENTER the church driveway** (south of the church).
3. Do not arrive for pick-up until 3 p.m. Gates will not be open until 2:50 p.m. for parking (P.E. takes place on the 1st level driveway). Drive-thru traffic will begin at 3 p.m. If you arrive early, you will need to park on the street or at Vons and wait for school to dismiss.
4. **If you'd like to park and walk your child(ren) to or from school you must park in Lot 1** (south of the church/near Youth Center) walk through the church courtyard and enter through the school's front door (La Mesa Blvd).
5. **The student drop-off and pick-up carline will take place in Lot 2** (behind the K-8 building).
6. During drive-thru drop-off and pick-up there will be a loading and unloading zone directly in front of the K-8 exterior doors. School staff will help escort your child(ren) in/out of the vehicle.

7. **When exiting the CLS campus, make a RIGHT TURN ONLY** onto La Mesa Blvd.
8. **For the middle of the day drop-off and/or pick-up you may park in Lot 2 (behind the K-8 building)** or on the street in front of the school building (La Mesa Blvd.) and proceed to the front office.

School-Home Communications

We consider ourselves partners with you in educating and ministering to your children. Therefore, we feel a need to stay in close communication with you about your children and about the happenings at CLS. We will be using the following regular vehicles to communicate with you. In addition, we will also attempt to maintain communication on an informal basis.

Home-Visits

Teachers will visit the home of each student before the first day of school.

Weekly Principal's Email

Ms. Schwarz will send a weekly email with school reminders and updates. To add email addresses to this list, contact Mrs. Buskirk. This email is also posted to our website under K-8 current families.

Classroom Communication

Your child's teacher may establish a method to distribute classroom and school information, graded papers, newsletters, etc.

Facebook/Instagram

Families are invited to follow us on social media. Go to our website lutheranschool.org, click on the links to follow school videos, activities, and updates.

Parent/Teacher Conferences

These important conferences are scheduled for the end of the first trimester and are optional for all families after the conclusion of the second trimester.

Periodic Teacher Reports

The teachers will report to you in a variety of ways in addition to the two conferences. Notes, emails, phone calls, or conferences may be used.

Gradelink

[\[gradelink.com\]](http://gradelink.com) For parents with students in 4th – 8th grade this web-based grade program allows you to track your students' academic progress and makes communication with teachers very simple. A log in and password is distributed to 4th – 8th grade families at the beginning of the year. If you forget or misplace your log-in details call or email the school office.

School Website

www.lutherschool.org

Parent Volunteer Opportunities

The purpose of parent volunteer opportunities is to promote events, which enable the school family to interact, support, and encourage one another in a Christian environment. The goals are:

1. Create an atmosphere in which the school family will feel comfortable and secure.
2. Provide opportunities for social interaction between school families.
3. Encourage parent volunteer opportunities.
4. Provide additional funding vehicles for Christ Lutheran School.

Worship Opportunities

In addition to daily discipleship instruction in your child's classroom, we have a weekly chapel service at 8:45 a.m. on Wednesdays. Christ Lutheran Church worship schedule includes Sundays at 8 a.m. (traditional format) and 10:30 a.m. (contemporary format) in the church sanctuary.

School Calendar

A school calendar is published yearly. The calendar indicates all school holidays and early release days. We encourage you to keep this calendar for reference throughout the year. Parents will be notified of changes.

Field Trip Drivers

For classes to take field trips parent drivers are needed. To drive students on any off-campus trip, the school must have a copy of the driver's license, current car insurance information, and a completed and signed questionnaire on file in the school office. This information will be kept throughout the school year. Information needs to be renewed annually, online. If any changes should occur in the driver's insurance or license the school office must be notified.

Grievances

In the event a parent has a question or concern about their child, it is the parent's responsibility to raise this with the child's teacher. If the matter is not settled satisfactorily, then the principal becomes involved. A pastor may also become involved if needed. If the matter cannot be resolved, the parent(s) may request time before the School Counsel.

Retention Policy

When the teacher determines that a child's achievement does not meet with his/her ability and/or the child's development is a hindrance to his/her academic achievement, the teacher may, after meeting with the parents and upon approval of the principal, retain the child. This is only done with much conversation and when it is in the best interest of the student.

Discipline and Guidelines

Principles

At Christ Lutheran School we teach and follow Christian principles in dealing with student behavior and discipline in general. Discipline recognizes that students need a consistent plan to assist them in developing and practicing positive behavior. Our goal is that students develop self-discipline. Christian discipline, as practiced at Christ Lutheran School recognizes that:

1. Students need to clearly know the school and classroom's guidelines and rules.
2. Students need to know the consequences of breaking guidelines and rules.
3. Each classroom will use a discipline plan that includes:
 - a. Clear identification of the class and school rules.
 - b. Clear identification of rewards and punishments that will be used in conjunction with these rules.
4. Discipline addresses the behavior and choices students make. Corrective action is a consequence of inappropriate behavior or choices. Rewards are the results of appropriate behavior or choices.
5. During inappropriate behavior or choices, the student is loved, and the act has consequences. The students live under God's love and forgiveness (Gospel) and must also accept the consequences (Law).
6. The discipline plan is another way the school is in partnership with parents for the benefit of the student. We encourage parents to set a good example.

Expected Behaviors

1. Respect for God
2. Respect for self
3. Respect for authority
4. Respect for others
5. Respect for the environment

At each grade level the teacher will teach the meaning of respect and apply behaviors and choices that are age appropriate. There are certain inappropriate behaviors that are more serious, and therefore can lead to suspension.

School Rules

In addition to the following general school rules, and those set down in the suspension section that follows, more specific rules for classroom, playground, lunchroom, and gym use will be explained in each classroom.

1. Students may not leave the school grounds at any time during the school day.
2. Students are to be in their assigned play areas during recess and lunch period.
3. Students are not allowed in the classroom at any time unless the teacher is present.
4. Fighting or "play-fighting" is prohibited and subject to suspension irrespective of whom may have initiated the confrontation.

5. Gum chewing is not acceptable on the school grounds.
6. At the conclusion of a school day, enrolled students who remain on campus must be supervised by their parent/responsible adult, checked into the ESC program, or participating in an after-school program or activity.

Harassment Policy

Christ Lutheran School recognizes that harassment can cause embarrassment, feelings of powerlessness, loss of self-esteem and self-confidence, reduced ability to perform schoolwork, and increased absenteeism or tardiness. It is also directly contrary to God's will and is not in keeping with the principles of Christ Lutheran School. Christ Lutheran School will not tolerate harassment.

Any student who engages in the harassment of anyone in school may be subject to disciplinary action up to and including expulsion.

Any student who feels that he/she is being harassed should immediately contact the teacher or principal. Each complaint of harassment shall be promptly investigated in a way that respects all parties concerned.

Behavior that may constitute harassment include:

1. Unwelcome flirtations or propositions
2. Verbal abuse
3. Graphic, verbal comments about an individual's body
4. Inappropriate/hurtful jokes, stories, drawings, pictures, or gestures
5. Spreading rumors
6. Degrading words used to describe an individual
7. Touching an individual's body or clothes in an uncomfortable way
8. Cornering or blocking of normal movements
9. Any act of retaliation against an individual who reports harassment.

Biblical Approach to Gender and Sexuality

The following approach, regarding civil liberties and Biblical standards addressing sexuality, is designed to ensure that Christ Lutheran Church and School operates in a manner consistent with the Word of God and in line with doctrine of the Lutheran Church-Missouri Synod. Our approach is rooted in the Bible because we believe that our identity is in Jesus Christ and that the Bible is the inspired written Word of God.

Our understanding of human sexuality begins with our belief that each human being is created in the image of God as either male or female (Genesis 5:1-2), a biological sex and gender encoded genetically and manifested physiologically before birth. In addressing each other, we will only recognize pronouns of him and her based on the biological sex and gender of a person at birth.

We also believe that sin has brought brokenness and corruption to the created order. This, at times, has caused disorder and confusion regarding gender identity and/or sexual attraction. God calls us to “love one another” (John 13:34-35) despite the brokenness and pain of our sinful world. However, despite sin and its consequences, we seek to honor the created order of “male” or “female” as defined above from conception.

We also believe marriage is the union of one man and one woman (Genesis 2:24). All sexual activity is to take place within that God-given boundary of marriage. The family units thus formed on these principles provide the foundation for civil society.

We also believe in God's transformational grace and love (Romans 12:2), who, in love, sent His Son Jesus to give His life on a cross and rise from the dead. The power of Jesus' grace and resurrection can bring healing and help to those who struggle with these issues (Ephesians 3:20).

Biological sex is either male or female. Gender is encoded genetically and manifested physiologically before birth. Students whose biological sex at birth was male will be classified as boys, and students whose biological sex at birth was female will be classified as girls. For these reasons, the following shall be in place when accessing school facilities and programs.

1. Any student enrolled at Christ Lutheran School and Preschool shall, when utilizing a multiple-occupancy restroom, utilize the facility corresponding to that student's biological sex, as recorded on the student's original birth certificate, (ordained at birth).
 - a. Nothing herein shall prohibit the school from designing or designating restroom facilities for use by one person at a time. Such facilities may be designated for use by both sexes.
 - b. Nothing herein shall prohibit a person entering a restroom designated for use by a particular sex:
 - i. For custodial, maintenance, or inspection purposes.
 - ii. For rendering medical or emergency assistance.
 - iii. For accompanying a person needing assistance; or
 - iv. Where a facility has been temporarily designated for use by individuals of the opposite sex as defined herein.
2. Any student enrolled in Christ Lutheran School and Preschool shall, when participating in an athletic program offered by the school, participate on the team that corresponds with the student's biological sex, as recorded on the student's original birth certificate. Exceptions will be made when, due to low enrollment, a co-ed team is needed to be formed for the school to participate in a sport during a particular season.
3. Students will not be addressed by a pronoun or a description that does not align to their biological sex at birth, including 'they' or 'them'.
4. When traveling on overnight field trips, students will stay in accommodations with students of the same biological sex at birth.

5. In circumstances when students are divided by gender for class activities, they will be classified by their biological sex at birth.
6. Established uniform policies for male and female students will be required by biological sex at birth.

Our school and preschool believes, teaches, and confesses the unchanging truth of Holy Scripture and subscribes to the Lutheran Confessions as a true exposition of the Word of God. We believe that all statements, approaches, and procedures must be Christ-centered, Biblically based, and in concert with both the Great Commission (Go and make disciples of all nations. Matthew 28:16-20) and the Great Commandment (A new command I give to you, that you love one another... John 13:34) given to us by our Lord Jesus Christ.

We believe that all children benefit from a Christian education. Following Jesus' direction in Mark 10:14, "Let the little children come to me, and do not hinder them, for the kingdom of God belongs to such as these," we promise to provide this education to the best of our ability--God enabling and empowering us to do so. To that end, we promise that our pastors, teachers, and staff will teach, embody, and live in a manner consistent with the Christ-centered, biblically based beliefs of Christ Lutheran Church and School.

We will continue to welcome and minister to those living outside of this sexual ethic, reaching out with the love and grace that is found in Christ, even while we seek to uphold this biblical approach with regard to sexuality. Jesus welcomed those who are not living according to God's plan even while he desired to transform their hearts and change the trajectory of their lives. Nothing can separate us from the love of God which is in Christ Jesus, our Lord (Romans 8:39).

Student Uniform

Dress for Physical Education Classes

All students in grades 5-8 will be involved in a departmentalized physical education program. All students in these grades must wear a gym uniform for the P.E. class. The shorts and shirt must be purchased from *The Uniform Store*.

Daily Student Uniform

All shirts and outerwear must have **Christ Lutheran School's logo and be purchased from *The Uniform Store***. All **bottoms** must be purchased from ***The Uniform Store***. Plaid and black skirts (5th -8th grades), plaid and black skorts (K-5th grades), and plaid jumpers (kindergarten – 2nd grade) for girls (no shorter than 2" above the knee). Shorts, pants, skirts, skorts, and jumpers must be from *The Uniform Store*.

Shoes

Must be flat, fully enclosed, and FULLY black, gray, red, or white (or a combination of these) in color. Uniform colors only!! **No boots or sandals**. Shoelaces must be black, gray, white, and/or red.

Socks

Must be black, white, red and/ or gray in color. Black, white, red, or gray tights (or a combination of these) are acceptable for girls. Black, white, red, or gray leggings are acceptable and may be worn by girls under their skirts, skorts, or shorts.

Shirts

Do not have to be worn tucked in but may be required to be tucked in if they are sloppy in appearance. T-shirts: May be worn under shirts. Must be tucked in. Must be gray, white, red, or black in color.

Belts

Must be black if worn. Belts will only be required if shorts/pants are sloppy in appearance.

Hair accessories for girls

Must be simple and black, white, gray, and/or red. Uniform colors.

Hats

Are not allowed in the school building but may be worn at recess. Exceptions are made on spirit days.

Hair

Must be neat, clean, and trimmed. Excessive or distracting hair styles are not acceptable (no non-natural hair colors, mohawks, or extreme haircuts). Long hair for boys is not acceptable. Boys hair must lay above their collar.

Jewelry

Must be simple (girls may wear stud or small hoop earrings only) and not distracting. An earring(s) for boys is not acceptable.

Tattoos

Temporary tattoos may not be worn to school.

Free-Dress Student Dress Standards

- **NEAT:** All shirts must be hemmed and may be left out only if they do not extend past the students' hips or give the appearance of being sloppy.
- **CONSERVATIVE:** Not distracting. Hair should be neat, clean, and trimmed. Excessive or distracting styles are not appropriate. Earrings for boys is not acceptable. No offensive designs on clothing.
- **MODEST:** Clothing should not draw undue attention to the wearer's body. Decency and good taste are expected. Tank tops and shirts exposing the mid-drift are not to be worn. Swimwear is not appropriate. Shorts and skirts must be hemmed and be no shorter than 2 inches above the knee. Leggings may not be worn without shorts, a dress or, a skirt over the top.
- **HEALTHY:** Clothes and shoes should provide protection from the elements to avoid illness and discomfort. Fully enclosed and flat shoes only.

Technology – Student Responsibilities

Respect the rights and property of others.

- If you use someone else's writing, video, images, or sounds be sure to get permission and/or give him/her credit.
- Don't log on to someone else's account, even if he/she gives you permission. Watch out for the safety of others.
- If you discover someone else's password, let him/her know and encourage him/her to change it.
- Never pretend to be someone else while online.
- When communicating online remember to always be respectful. Use your words to build others up. Do not be mean, or hurtful. Do not use foul language.

While at Christ Lutheran School the following is not permitted:

- Trespassing in or manipulating another's work or files
- Using private network accounts on any school device
- Using disrespectful or abusive language verbally or electronically
- Vandalizing digital tools
- Taking without authorization any hardware or software
- Using CLS technology to enter or try to enter unauthorized systems, i.e. circumvent established security procedures
- Installing or downloading software of any kind on school devices without permission
- Copying or distributing licensed or copyrighted software for home use or to share
- Sending or displaying offensive pictures, jokes, comments, etc.
- Eating or drinking near equipment
- Harassing, insulting, or attacking others

Protect yourself. Not everyone online shares our values and beliefs. There are people out there looking to take advantage of you or maybe even harm you, so protect yourself while online.

- Protect your passwords. Do not share them with others.
- When you are posting something that could be viewed publicly, never give out any personal information that could let someone you don't know be able to find you.
- If inappropriate material should appear on your computer screen, tell an adult immediately.
- If someone sends you inappropriate material, tell an adult immediately.
- Do not communicate with a stranger. If you are contacted by an unfamiliar user, tell an adult immediately.

Technology – Parent Responsibilities

We strongly urge parents to maintain regular dialog with their child about his/her technology use and online activities. It is recommended that you set up your own home technology use policy for your child. Here are some suggestions you may want to consider:

- Agree on a set amount of online time on school nights and on weekends/holidays. Set a time every night when technology is to be turned off. If your child has a device, it is a good idea to have a designated “charging place” that is outside of the child’s room.
- Monitor the sites your child visits. Just like you want to know where your child is going and what he/she is doing if he/she leaves your house, you should also know what they are doing and where he/she is using technology. No Internet filter is 100% perfect.
- Monitor who students communicate with while online. Discuss the “Guidelines for Online Behavior” listed above with your child and talk about what kind of information should never be given out while online.

Suspension and Expulsion

Suspension from school is not an ordinary punishment. It will be used when other corrective measures have failed, or a serious offense is committed. A suspension may be from part of a day to up to three days. A suspension may be in house (out of classroom, but on campus), or away from campus. When a student is suspended, the parents will be notified of the suspension and the reason for the disciplinary measure. The following criteria may be cause for suspension and expulsion:

1. Causing or attempting to cause damage to school or private property, stealing, or attempting to steal school or private property.
2. Continued willful disobedience, habitual profanity, or vulgarity. Open and persistent defiance of the authority of the school personnel. Assault and battery upon a student upon school premises or while under the authority of school personnel. Continued physical or verbal harassment. Any threat of force or violence directed toward school personnel at any time or place.
3. Possession, use, or sale of illegal drugs or substances, tobacco, or liquor on the school premises or elsewhere is forbidden. Possession or use of intoxicating liquor while on the school grounds or elsewhere when under the supervision of school authorities. Being under the influence of alcohol or restricted substance is not allowed.
4. Possessing, selling, or otherwise furnishing any firearm, knife, explosive, or other dangerous object is forbidden.
5. The school may suspend or expel pupils for misconduct when other means of correction fail to bring back proper conduct.
6. Dangerous act
7. Harassment (physical, emotional, or sexual)
8. Cheating
9. Misuse of technology

The use and degree of suspension will be administered at the discretion of the principal.

Suspension and Expulsion Procedure

Teachers will address inappropriate and offensive behavior. If such behaviors continue, then the principal upon the recommendation of the teacher may apply the first step of suspension. All suspensions will have notice, plus required conference with parents, student, teacher, and principal.

There will be no credit for work missed, but it must be done. A half or full day out of school suspension is considered an absence. The steps of suspension will ordinarily be:

1. A half-day or full day in-school suspension followed by a conference with the student, parents, teacher, and principal.
2. A full-day off-campus suspension followed by a conference with the student, parents, teacher, and principal. At this time, a probation period for the remainder of the school year will be invoked.
3. Expulsion, with a conference offered to the parent(s).

Academics and Programs

The curriculum of Christ Lutheran School is designed to give a well-rounded, quality Christian education to each child. We continue to evaluate and update the curriculum, as well as textbooks and materials.

Our basic curriculum includes:

Discipleship

All students receive Christian instruction as a course four days a week. On Wednesdays all students will participate in a chapel service. In the instruction we seek to impart to each child the saving Good News of Jesus Christ. Experiences are then provided for the students to live out the Christian lifestyle as a saved child of God.

Memory of Scripture, prayers, commandments, and creeds will also be part of the instruction. The New International Version (NIV) is used. We invite all students to participate in Christ Lutheran Church's Bible Presentation to 3rd graders each year.

Reading/Language Arts

Students in all grades receive a language-rich experience in reading, writing, speaking, and listening. Quality reading materials and literature are used at all levels. Writing skills, including grammar and spelling are emphasized.

Math

Mathematical concepts are sequentially followed through the grades. Basic computation facts are taught, drilled, and practiced. Reasoning and problem-solving skills are developed. Enjoyment and practical application of math are fostered.

Social Studies

Social Studies concepts and emphasis vary from grade to grade. The curriculum covers the major social disciplines with emphasis on teaching the dignity of each person and on the interdependence of nations and peoples. History and geography are major themes throughout the curriculum.

Science

Science concepts are developed at all grade levels through study, observation, and experimentation. The scientific method is fostered through hands-on study.

Physical Education

All students have regular physical education classes in which physical fitness, large motor skill development, game playing, and good sportsmanship is stressed.

Music

Classroom music is taught as a progressive instruction program throughout grades 1-4. Handbell choirs and participation is available for students enrolled in grade 5. Praise Band (select students) is available in grades 7-8. Voice choir is available for students in 2-8.

Art

Instruction encourages creative expression using a variety of media. Specific art instruction and art appreciation are also part of the curriculum.

Technology Education

Each classroom will spend time using technology devices developing technology skills and learning to research and produce products using technology. Classroom sets of Chromebooks are available for adequate technology integration.

Spanish

Spanish is taught in grades 4th – 7th by a part-time instructor and Mr. Kusel includes Spanish instruction as part of the regular 8th grade curriculum.

Other Areas

Health, current events, sex education and others are included in the curriculum at various grade levels.

Grading Policy

The faculty seeks to measure total student performance, including class work, homework, evaluative testing performance, class participation, and, when appropriate, work on special projects.

Grades Kindergarten – 2nd use the following grading system:

4 = Exceeds expectations

3 = Meets expectations

2 = Needs additional support/practice

1 = Unsatisfactory progress

Grades 3rd – 8th use the following grading system:

Grade Key

Effort Key

A	93-100%	Superior	E	Excellent
B	83-92%	Above Average	S	Satisfactory
C	73-82%	Average	N	Needs Improvement
D	63-72%	Below Average	U	Unsatisfactory
F	Below 63%	Failure		

In addition to subject grades, each report card also gives the teacher opportunity to assess growth in work skills and social and emotional development.

Report Cards

Report cards are issued three times a year. The first two grading trimesters the report cards will be distributed approximately ten days after the end of the trimester. The third trimester report cards will be distributed on the last day of school.

For parents in 4th – 8th grade a log-in and password will be provided to Gradelink (our on-line grading system) shortly after the school year begins. Parents may log-in and/or set up alerts to have regular communication about their student's progress. Contact the school office if you misplace or forget your log-in and password information.

Promotion

All students are expected to achieve at least grade level proficiency to merit promotion to the next grade, with teacher evaluation and standardized test score review to help form the basis of the decision.

Honor Roll

Students in grades 6th- 8th can achieve honor roll status each report card period. These students will be honored with a special certificate in chapel. Students who have a grade point average of 3.2—3.49 are on honor roll. Students who have a grade point average of 3.5—4.0 are on high honor roll.

Homework

Homework appropriate to the grade level will be assigned, with increasing length of assignments at the higher levels. Through homework, students can learn valuable and effective independent study skills as well as reinforce the learning that took place in the classroom. Some of the work your children bring home may be unfinished schoolwork. However, specific homework may be given. The following guidelines may be helpful in assisting your child with his/her homework.

1. Students should set aside a certain period each afternoon or evening to do their homework assignments.
2. Students should work in a room which is quiet and free from noisy distractions.
3. Electronic devices should be put away or monitored during homework time.

Parents should offer encouragement and guidance, if needed, to their children in this area of their learning. Homework may involve research and reading as well as written work.

Library

Christ Lutheran School has a quality school library. Every student at CLS has library privileges upon enrollment. Kindergarten through sixth grade has regularly scheduled weekly library visits to check out and return books. Seventh and eighth grade students may use the library anytime it is staffed.

Resource Program

The resource program addresses the needs of children who benefit from individual or small group instruction in certain academic areas.

The resource teacher relies on past school records, a classroom teacher's referral, and testing in identifying children who need special help. The resource teacher, working with the classroom teacher, the parents, and the principal, will design a program to address the needs of that child.

There is no additional charge for students who are determined to need the additional support of Christ Lutheran School's resource program.

Extended School Care

The Extended School Care (ESC) program is an integral part of the mission and ministry of Christ Lutheran School. It serves a vital purpose, providing a safe, secure environment for children who arrive

before and/or remain after the regular school day. ESC provides quality care that promotes each child's basic needs through nurturing staff members and a planned environment. The setting is semi-structured and informal. ESC is open to all children of Christ Lutheran School from kindergarten through the eighth grade. The program offers before school care beginning at 7:00 a.m. and after school care until 5:30 p.m.

On 12:30 release days, students enrolled in ESC will meet at 12:30 in the ESC room.

ESC Procedures

ESC will serve students who attend regularly and occasionally. Children still on the school grounds at 3:20 p.m., not involved in a supervised extracurricular activity, will be placed in the Extended School Care program, and charged at the regular rate starting from 3 p.m. (12:30 p.m. on early release days).

All children need to be signed in, when arriving and out when leaving, by a parent or other designated adult. This means we need an adult signature and the time so you can be given proper credit.

The fees are based on an hourly rate, to the closest quarter hour. The rate is \$8.00 per student per hour or \$12.00 per family per hour and will be billed each month. Our center closes at 5:30 p.m. daily to ensure the well-being of our students and staff. **In the event of late pick up, a fee structure is in place to cover additional staffing costs. A \$40.00 late fee will apply if pick up occurs after 5:30 pm, followed by a \$1.00 per minute charge thereafter. Subsequent late pickups will incur a \$60.00 late fee initially, escalating to \$80.00 for subsequent instances. It's our sincere hope to avoid disruptions to ESC's operations and to uphold the quality of care for all students. Your cooperation in adhering to pick up times is greatly appreciated, as repeated tardiness may impact the student's participation in ESC.** All late ESC payments will be assessed with a \$25.00 late fee or 5%, whichever is greater.

Homework at ESC

Children will be provided a designated "homework" area apart from other activities. It is, however, the child's responsibility to acknowledge the existence of homework and to do it. ESC aides may be available to answer occasional questions but must always remain with the group activities. If a child needs continual one-on-one assistance with homework, it will be set aside for doing later at home. Please help your child keep paper and pencils in his/her backpack to use for homework.

Snack at ESC

The ESC program allows for an after-school snack, and we depend greatly on the generous contributions of our families to fill this need. Things we like are fruits, vegetables and dip, crackers, cheese, popcorn, frozen pops, sugar free and non-carbonated drinks (to be mixed).

Co-Curricular Activities and Programs

Christ Lutheran School has a variety of annual events in which students participate. Some of these events are directly connected with the curriculum, while others are optional.

Eligibility

Students involved in any co-curricular program are to maintain at least a 2.0 grade point average (GPA), with no "F" grades. Any teacher or administrator may declare behavioral ineligibility when the participant's action is extreme or continuously undesirable. Co-curricular opportunities are a privilege.

Back to School Night

This is a fun and informal introduction to the school year. The fun begins with a video in the gymnasium and concludes with visits to the classrooms and ice cream in the playground area.

Sock Hop

This is a family event that provides a simple carnival, snacks/drinks, and a DJ for dancing and listening pleasure. Funds raised are used as additional source revenue for the school.

Christmas Programs

PreK – 2nd grade Christmas Service

3rd – 5th grade Christmas Service

6th – 8th grade Christmas Service

Dodgeball Tournament

Students and parents from CLS participate in this fun, family event celebrating the conclusion of National Lutheran Schools Week.

Book Fair

This is an opportunity for students and others to purchase books appropriate to the reading interest of our students. The school library is the beneficiary of the funds raised by this event.

Grandparents Day

This is a special morning for grandparents and special guests to visit school. The activities include a special program, a visit to the classrooms, and sharing the chapel experience with grandchildren. Students are released early to enjoy lunch with their grandparents.

Gifts of Grace Gala

This is a fun, social evening for adults only and is held off-site. The evening includes silent and live auction items, fellowship, dinner, and entertainment. The purpose of the event is to raise additional funding support for Christ Lutheran School.

Spring Music Event

A rotating series of spring music events that highlight student talent.

Exit Exhibit Presentation

Graduating eighth grade students highlight their academic growth. Exhibit materials are categorized by Schoolwide Learning Expectations and grade level.

Awards Assembly

Participation and special awards are given to students for involvement in numerous extra and co-curricular activities. This event takes place in the church sanctuary.

School Picnic

This is a family event held off campus that fosters fun and fellowship. Many parents attend. There is no on-site school or ESC this day.

Closing Chapel

Honor Roll, The Arthur Bean Service Award, Closing Worship, and the End-of-the-Year Video celebrate the end of the school year.

Eighth Grade Graduation

This very special ceremony and blessing for our graduates is a highlight of the school year. This event takes place in the church sanctuary.

Music

Handbells

Students in grades 5th grade can participate in handbell choir. Students in 6th – 8th grade are invited to join the church handbell choir.

Voice Choirs

Students in 2nd – 8th can participate in voice choir.

Praise Band

A select, small group of students in 7th – 8th can participate in praise band.

Athletics

A \$50 per sport fee will be charged for participation in extra-curricular school athletics.

Students in grades 5-8 can be involved in the following sports:

- Girls - Volleyball and Basketball
- Boys - Basketball

A uniform fee is charged (in addition to the per sport fee) to those students participating in volleyball and/or basketball for the first time or in need of a new uniform.

When there are more students than space on the team, tryouts or other options may be employed.
When not enough students are interested in participating, teams may not be formed.

Cheerleading

Female students in grades 2-8 can be involved in Cheerleading.

A \$50 fee is charged to provide matching bow and pom poms. Uniform for games will be red CLS dry fit short sleeve polo, plaid CLS skirt, bow (matching and provided for girls), and plain white Athletic sneakers (no vans or converse) with white socks.

Drama

SOAR! is a theatre arts class that was created to grow and practice our public speaking, reading and performing skills. There are four sessions throughout the school year:

1. Intro to Theatre Arts
2. Advent Program
3. Spring Musical
4. Public Speaking

Self-lessly share your talents and service to others

Open-mindedly create and challenge one another

Artistically discover your onstage and offstage character

Radiantly Develop Dynamic Disciples for Christ through performance and praise

Yearbook Committee

Students in grades 6th – 8th can apply to work with staff leaders in putting together the school yearbook. This work is done outside of classroom hours, usually before school.

Student Leadership Team

Students in 7th and 8th grades may apply for the opportunity to be part of our student leadership team who promote school spirit, volunteer for our school and community, and pray regularly for our staff and students.

Other Activities

Outside Organizations

No selling of products on school grounds. If students have signed up with baseball, soccer, scouts, etc., there is no solicitation of products on school grounds.

Scouting

Sometimes scouting troops, if led by CLS parents, meet after school using our facilities. Our school does not directly sponsor the groups.

Health Information

Emergency Information

Emergency information is required for each student. This information is gathered and maintained via Gradelink. Should your emergency information with regards to contact information change at any time, please contact the school office.

Emergencies

In case of emergency, such as sudden illness or serious injury, every attempt will be made to immediately notify parents. It is understood that enrollment at Christ Lutheran School confers upon the school the obligation to select emergency care providers in the absence of our ability to reach the parents, and that no liability would attach to such a decision in the event parents cannot be reached.

First Aid

Our school office is equipped with first aid supplies for minor emergencies. If a child is seriously injured, we will arrange for his/her immediate care and transportation to an emergency room via paramedics. Parents/guardians will be contacted immediately.

Illness During School

We are not equipped to accommodate sick children for any length of time. Therefore, if a child is too sick to return to class, the parent or representative of the family (as noted in the emergency information) will be called to take the child home.

Medication

The purpose of allowing medication to be given to pupils by authorized school personnel is to help provide for their general welfare by following the instructions of their physician. Administration of medication during school hours by school personnel will be permitted only when the medication is in the prescribed container with instructions and is accompanied by a signed and dated note from the parent.

Contagious Diseases

If your child should contract a contagious disease, please contact the school office. Parents of a class will be notified by email when a child in the class contracts particular contagious diseases to help curb the spread of particularly contagious illness.

Immunizations and Physicals

The school must provide updated immunization records for each child. Each child is to have a physical before he/she enters kindergarten. Failure to provide immunization records or have the physical will necessitate exclusion from school.

Natural Disasters

In the event of a natural disaster, we will follow the direction of the La Mesa-Spring Valley School district as to the opening or closing of the school.

The school has a written disaster plan. Emergency food, water, and supplies are stored in case of a disaster.

Child Abuse Reporting Obligations

In accordance with California law, the school staff is obligated under penalty of fine and jail term to report the reasonable suspicion of physical abuse, emotional deprivation, physical neglect, inadequate supervision, or sexual abuse and exploitation. In this very serious and legally narrow area, the school will not contact parents in advance of making a report to legal authorities, which would be the procedure followed in most other legal matters. The clear intent of the law is to mandate a report of reasonable suspicion of abuse. School staff will make such reports in the best interests of the affected child and do not, once reasonable suspicion is established, have any legal alternative except to make the report to the proper authorities for their investigation and review. The school staff participates annually in mandated reporter training.



**CHRIST LUTHERAN
SCHOOL & PRESCHOOL**
L A M E S A C A L I F O R N I A

Developing dynamic disciples for Christ!