

PLEASE NOTE:

THE INFORMATION CONTAINED IN THIS HANDBOOK IS ACCURATE AT THE TIME OF PRINTING. THE INFORMATION CONTAINED IN THIS HANDBOOK AND OTHER PUBLICATIONS OF EZELL-HARDING CHRISTIAN SCHOOL ARE SUBJECT TO CHANGE OR MODIFICATION AT ANY TIME WITHOUT NOTICE. IF CHANGES ARE MADE TO THIS HANDBOOK OR OTHER PUBLICATIONS BEFORE THE NEXT PRINTING, THOSE CHANGES WILL BE MADE AVAILABLE IN EACH SCHOOL OFFICE.

Ezell-Harding Christian School

574 Bell Road
Antioch, Tennessee 37013

Established 1973

CAMPUS NUMBERS

Administrative	(615) 367-0532
Business Office	366-6052
Elementary School	361-5717
Middle School	361-5718
High School	367-2045
Elementary Cafeteria	366-5946
Extended Day Care	366-5617

FAX NUMBERS

Business/Administrative Office	399-8747
Elementary School	361-7536
Middle School	367-5789
High School	367-2041

SCHOOL HOURS

7:45 a.m. to 2:45 p.m.

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INTRODUCTION

The following information is presented to remind and inform one of the policies of Ezell-Harding Christian School. For parents and students, this material will provide a history of the school and the expectations for those who will be a part of its future. The Board and the staff that work with parents and students on a daily basis support the standards contained in this handbook.

WHO WE ARE

Ezell-Harding Christian School is an independent school for grades PreK-12. The school is located in southeastern Metropolitan-Davidson County on Bell Road between Interstate 24 and Murfreesboro Road. EHCS is fully accredited by the Southern Association of Colleges and Schools and approved by the State of Tennessee Department of Education. It also holds membership in the National Christian School Association. The school is a member of the TSSAA Division II for sports participation.

HISTORY OF EZELL-HARDING CHRISTIAN SCHOOL

A group of Christians met a number of times in 1971 and 1972 with the great dream of establishing a Christian school in the south Nashville area. A Board was selected and concerted efforts were made to raise funds, find a building site and select personnel. A beautiful 23-acre site was located on Bell Road, which Mr. Houston Ezell had given to Harding College, Searcy, Arkansas. Mr. Ezell proposed to give Harding College another tract of land if Harding College would give the Bell Road land to the new school. Harding College agreed, and it was decided to name the school for the Ezell family and James A. Harding, who was an outstanding preacher and educator. The school campus is currently in excess of 30 acres.

The Tusculum Church of Christ helped in realizing the dream by offering use of its building for the first school year of operation, 1973-74. With a staff of eight, the first six grades were conducted with some eighty students.

Thanks to many, including a hard working building committee, the great dream came into fuller realization when in its second year Ezell-Harding Christian School began operating in the new modern building on Bell Road with seven grades. Two hundred seventeen students enrolled and a staff of fourteen was employed. The Elementary School facility consisted of sixteen classrooms, a large multi-purpose room and offices. The High School facility was partially finished for the school year 1976-77 and completed for the school year 1977-78. The Whorley Activity Center, (including the gymnasium and music room) the science building and paving of the driveways and parking areas were completed during the 1978-79 school year. These modern facilities were completed with carpeting, acoustical tile ceilings, fluorescent lighting, heating, air conditioning and were of fireproof construction. Lights for the athletic field and a 2000 seat stadium were completed in 1980. When the school year 1982-83 began, the students had access to a new elementary library.

In 1984, Phase I of the Middle School was completed which included four classrooms. Phase II was completed in 1985 which included a gymnasium and office complex. In the fall of 1987, the entire Middle School complex was opened. A regulation baseball field, track, regulation softball field and a modernly equipped Elementary School playground were completed in 1989 and 1990. The fall of 1993 saw the completion of an administrative building, 6 classrooms, cafeteria and kitchen and the expansion of the High School gymnasium. Completed in the winter of 1995, an addition to the Whorley Activity Center provided coaches' offices, locker rooms, weight room, and a large facility for PE classes and the extended day care program. In 2004 restroom facilities were added in the area beneath the football stadium. In 2004 the addition of one classroom and a new library were completed. The former self standing library was moved off campus making way for the addition of four additional elementary classrooms.

MISSION STATEMENT

Ezell-Harding Christian School is dedicated to the ideal of helping each student realize the full potential God has instilled in him or her. This is a place where students can learn for their future on earth and for eternity.

In addition to this stated mission, the administration, faculty and staff are encouraged to give a maximum effort toward the goals set forth in this mission. This is accomplished when each administrator, faculty member and staff person serves as an example and role model and gives the best they can give to the students. Ideally, our lives should reflect the purpose of the school and the dedication to excellence that allows that purpose to be realized to its greatest capacity.

STATEMENT OF PURPOSE

Ezell-Harding Christian School exists to teach young people God's revealed will to man through the Bible and to encourage them to grow and mature in the likeness of Christ. Luke 2:52 serves as a motto: "...and Jesus grew in wisdom, in stature, and in favor with God and man." With daily Bible instruction as the core of the curriculum, weekly chapel services and devotional periods are held each morning; our academic curriculum is selected to insure an advanced education leading to a variety of careers. Extra-curricular activities are offered to enhance the students' physical, social and personal development. EHCS students are urged to stretch their minds, bodies, and hearts, to become useful citizens for our country and in God's kingdom.

BOARD OF DIRECTORS

Jim Dillingham
Junior Grimes
Harry, R. Hix, Jr.
Don Jenkins
Steve Johnston
Sam Lewis

Johnny Mitchell
Walter Pruitt
David R. Smith
Harold Sparks
Kerry Stiles
Lynn Wilson

ADMISSION

By enrolling in Ezell-Harding Christian School, under the general admission process, parents and students agree to abide by the regulations set forth in the student handbook. This includes decisions that are made by the school's administration and Board of Directors.

Ezell-Harding Christian School is a coeducational school and admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. The school does not discriminate on the basis of race, color, or national and ethnic origin in administration of their educational policies or athletic and other school administered programs. The school does not discriminate on the basis of sex in its educational program or activities or employment except where necessitated by specific religious tenets held by the institution and its controlling body. Records from previous schools, letter of recommendation from previous school, admission testing or screening, and an interview with a parent of a prospective student and other pertinent data will be used to determine whether the applicant appears able to successfully complete the programs of the school.

Students attending Ezell-Harding Christian School will be given continued enrollment preference until March 30th. PreK or Kindergarten students must have had their 4 year or 5 year birthday by September 30th before they can enter EHCS.

IMMUNIZATION AND HEALTH RECORD

Students admitted to EHCS must present medical records indicating they are physically and psychologically able to attend school and provide no hazard to others. The school reserves the right to deny admission to any student who might pose a health liability to others.

All students are required to be legally immunized as required by the state of Tennessee. A completed School Certification Form for Immunizations, signed by the health provider, is required as a part of each student's permanent record. Parents must also provide a copy of each student's birth certificate.

FINANCIAL INFORMATION

ADMISSION FEES

- ◆ New Student Application Fee: \$50.00 (per student)
- ◆ Textbook/Technology Fee: \$250.00 (per student)
- ◆ Family Deposit – Posted Toward Tuition: \$200.00 (per family)

NOTE: The three fees listed above are non-refundable

Recognizing that some families have several children enrolled in school, there is a tuition discount for each child in a family after the first child (see current tuition schedule for tuition discount amount).

The textbook/technology fee (classroom supply fee for PreK and Kindergarten) is due on the day of registration. This fee also includes a school yearbook and admission to regularly scheduled EHCS home athletic events. There is no refund or proration of the textbook/technology fee for students not completing the school year.

TUITION PAYMENTS

Tuition charges are to be **paid in advance** on a monthly basis. Nine month and twelve month tuition payments are **due on the first school day of each month and are considered delinquent after the 15th of the month**. Past due statements are sent after the 15th of the month as a reminder. A student will not be permitted to attend classes (PreK-12) once a tuition account is two monthly payments past due. In order for a student to remain in school and attend classes, the tuition account must be made current within a specified time frame with **cash, cashier's check, money order or credit card**. No personal checks will be accepted on past due accounts due to bank processing time.

NOTE: A 3 ½ % processing fee is incurred by the card holder for credit card payments.

NOTE: Access to RenWeb is disabled and the report card is withheld after an account is past due. It is school policy that no transcripts or records will be released unless all accounts are current. Also, a tuition account must be current at the end of each semester if the student is to be enrolled at EHCS for the next semester. Students in grades 7-12 will not be permitted to take exams unless the tuition account is current.

Students leaving Ezell-Harding Christian School during the school year will be charged a prorated tuition amount for weeks attended.

TSSAA RULE: "Schools shall remove any student from athletic eligibility whose accounts with the school are 60 days overdue."

EXTENDED DAY CARE PAYMENTS

Extended Day Care charges will be billed with a monthly statement. Extended Day Care charges are due by the last school day of each month. Students will not be permitted to stay in Extended Day Care if the charges are not paid by the last school day of each month.

NOTE: Any tuition or extended day care account experiencing a second returned payment check (insufficient funds) will result in the need for those payments to be paid with cash, cashier's check or money order for the remainder of the current school year.

STUDENT FINANCIAL AID

Ezell-Harding Christian School offers a limited amount of financial aid for students and families. All recipients are determined based upon need. Financial Aid is allowed for student athletes under Division II based on the same stipulation of need. All families seeking financial aid must first apply through the **SCHOOL and STUDENT SERVICE FOR FINANCIAL AID, located in Randolph, Massachusetts**. Applications can be secured from the school administrative office and on-line.

STUDENT REGULATIONS

UNIFORM DRESS POLICY

Ezell-Harding students are expected to reflect a Christ-like attitude and behavior by dressing modestly and being neatly groomed. Inappropriately dressed students will be prohibited from attending class. In addition to having a direct effect on a student's academic performance, we believe appropriate dress is a major advantage for students seeking scholastic recognition and post-secondary opportunities.

Ezell-Harding Christian School has chosen Parker School Uniforms as the supplier for our uniform dress. Parker School Uniforms has established a 70-year tradition of quality, variety, style, convenience and customized service. The staff at Parker will gladly assist you with the details of our uniform dress policy. We also provide a printed brochure designed specifically for EHCS or you can go on-line.

REQUIRED EHCS CLOTHING ITEMS FROM PARKER SCHOOL UNIFORMS:

- **Grades PreK-12 Boys and Girls:** Parker Crimson Pique Knit (SS or LS) *or* **PreK-12 Girls (Option):** Parker Crimson Cap Sleeved Pique Shirt
- **Grades 5-12 Boys:** Parker White LS Oxford
- **Grades 7-12 Boys:** Parker Men's Tie (optional for grades 5-12 girls and grades 5-6 boys)
- **Grades 5-12 Girls:** Parker Plaid Skirt – Kelly Style
- **Grades 5-12 Girls:** Parker White 3/4 Sleeve Over-blouse or Parker White Oxford (SS or LS)
- **Special Note: All monogrammed clothing must be purchased from Parker School Uniforms**

ALL OTHER APPROVED PARKER UNIFORM CLOTHING ITEMS ARE LISTED AT

www.parkersu.com

(Web ID Code: NA267156) or call 376-6003

Parker School Uniforms, 204 Ward Circle, Brentwood, TN 37027

FOOTWEAR:

- Approved shoes are available at Parker – reasonable facsimiles may be purchased from the store of your choice - approved shoes must be predominantly **brown, black, white, gray, or cordovan**.
- **Grades 5-12:** Closed-toe, closed back shoes in the form of tennis shoes, loafers, dress shoes, or boots, no heels higher than one inch, tennis shoes must be worn for P. E. classes.
- **Grades PreK-4:** Closed-toe, closed back tennis shoes, loafers, or boots (**rubber soles only**) Socks must be black, brown, white or gray.

MISCELLANEOUS:

- **“Uniform style”** pants and shorts may be purchased from the store of your choice. Approved khaki pants or shorts are available at Parker. **Khaki** is the only approved color for pants and shorts. Shorts may be worn by PreK-4 only – **No cargo pants PreK-12**.
- **Grades 5-12 Girls:** Parker skirts must be **no shorter than 3 inches above the knee** (5 inches from the floor when a student is kneeling).
- Modesty shorts **must** be worn with jumpers and all skirts.
- **Grades 5-12 Girls:** Parker tie is optional (no ties PreK-4 boys and girls).
- Parker collared shirt must be worn with all Parker sweaters (cardigan, pullover, and vest).
- **Grades PreK-4 Girls:** Parker collared shirt must be worn under plaid jumper (Peter Pan blouse can only be worn under Parker jumper and Parker sweaters – **not as the outer blouse**).
- **Grades PreK-4:** Shorts must be no shorter than 3 inches above the knee – **No cargo shorts**.

- **Grades 1-12:** Belts must be worn if khaki slacks or shorts have belt loops.
- Belts must be black, brown or cordovan only.

OUTERWEAR:

- Only approved outerwear may be worn during the school day. This includes the gray or black fleece, the light-weight black wind breaker and other approved EHCS sports team outerwear.
- Other outerwear may be worn to school but not worn during the school day with the exception of when students must be outside.

GENERAL GUIDELINES

1. The “Uniform Dress Policy” must not be altered except for the purpose of correct sizing.
2. Boys shirts must be tucked at all times.
3. Clothing must not have pictures or writing which promotes music groups, alcohol, drugs, tobacco products or other items deemed distasteful or inappropriate at **any** EHCS event.
4. Caps, hats or other headgear may not be worn in any school building during school hours.
5. No visible tattoos are allowed during school hours or at **any** EHCS event.
6. No body piercings are allowed to be worn during school hours or at **any** EHCS event (exception female students may have up to 2 earrings in each earlobe).
7. No student can wear clothing items that are ragged, torn or ripped; no items that have holes, distressed areas, patches, or fraying hems may be worn during school hours.
8. Girls PreK-12th grade: Hairstyles are not to be extreme.
9. Boys PreK-12th grade: Hairstyles are not to be extreme such as the following: excessively floppy or bushy, mohawks, braids or dyed. Boys’ hair should be trimmed so that it is above the eyebrows, mid-ears, and collar. Middle/High School boys are not to have sideburns that extend beyond the ear lobe and should be clean- shaven at all times.
10. No sagging pants allowed.
11. Chains or additional items are not allowed on pants or on any clothing item.

CASUAL DRESS DAYS:

Certain days may be approved by the administration for casual dress, and the following guidelines must be followed:

1. Jeans may be worn as long as the EHCS dress policy guidelines are followed.
2. EHCS T-Shirts or Parker uniform shirts must be worn.

SENIOR DRESS REQUIREMENTS FOR BACCALAUREATE SERVICE & GRADUATION EXERCISE

Boys

Senior boys are required to wear the white chapel dress shirt, chapel tie, black dress pants, black belt, black socks and black dress shoes, no flip flops or tennis shoes, for both baccalaureate and graduation ceremonies. In addition, boys must wear their crimson graduation gown for the baccalaureate service. Both crimson graduation cap and gown must be worn for graduation ceremony.

Girls

Senior girls are required to wear a white dress with sleeves and modest neckline and white dress shoes, no flip flops or tennis shoes. In addition, girls must wear their white graduation gown for the baccalaureate service. Both white graduation cap and gown must be worn for the graduation ceremony.

NOTE: Any senior not following the above dress requirements may subject himself or herself in receiving their high school diploma at a later date or losing the privilege of participating in their baccalaureate service and/or their graduation ceremony.

DISCIPLINARY ACTIONS/DECISIONS CONCERNING THE STUDENT UNIFORM DRESS POLICY AND GENERAL GUIDELINES ARE LEFT UP TO THE DISCRETION OF THE ADMINISTRATION AND FACULTY.

STUDENT CONDUCT

Behavior of students is a direct reflection on their family and their school. In addition to behavior, their physical and emotional safety is a very important issue. We believe that school should be a safe, affirming place where all students feel secure. Students are expected to show respect for teachers, staff, and their own peers.

The reputation of Ezell-Harding Christian School is directly related to the behavior of students both on and off campus. Actions on or off campus that adversely reflect on the good name of Ezell-Harding Christian School will lead to disciplinary action.

ALL STUDENTS ARE EXPECTED TO RESPECT THE BIBLE & ATTEND ALL RELIGIOUS ACTIVITIES DURING REGULAR SCHOOL HOURS.

All administrators and teachers have the responsibility for correcting students who are not behaving properly. Counseling (individual and group) is a frequent method of correction at Ezell-Harding Christian School. However, we do reserve the right to use other forms of discipline, including, but not limited to parent notification/conference, work detail, detention, in-school suspension (ISS), suspension, probation or expulsion.

RULES OF BEHAVIOR

The following acts of behavior are prohibited and subject to disciplinary action which may result in suspension or expulsion:

1. Defacing or damaging property
2. Profanity and vulgarity in any form including electronic communications
3. Use of personal electronics during school hours
4. Cheating, the appearance of cheating, or contributing to the cheating of others
5. Possession of fireworks, firearms, knives or other weapons on school campus
6. The possession or use of alcohol or illegal drugs, or drug paraphernalia, at any time, on or off EHCS campus **(If any of these acts occur on the EHCS campus or at any school related activities, expulsion may occur)**
7. Immoral or promiscuous actions, including sexual harassment
8. Possession or use of tobacco products
9. Gambling, fighting, stealing
10. Public display of affection on campus
11. Harassment/Bullying/Cyber Bullying (harassment/bullying/cyber bullying includes any physical conduct, threats or innuendoes, which manipulate, intimidate, control, or in any way create a hostile or offensive environment for another person)
12. Hazing/Initiation Tactics (hazing or initiation tactics are most broadly defined as the subjection of a person(s) to any situation in which he/she is demeaned, humiliated, or caused uncommon physical/emotional stress for acceptance in any group)
13. Any involvement in person, on Facebook, or other means of communication that degrades or generates disrespect toward an Ezell-Harding Christian School employee, student, or the general public.
14. Any form of involvement that directly or indirectly involves pranks on or off the school campus.

NOTE: The school has the right to require a student to submit to a drug test when the principal deems it appropriate. The test will be administered at a location determined by the school and will be at the family's expense.

PROBATIONARY STATUS

Academic--Academic probation results when a student does not make satisfactory grades in any subject, including Bible. Bible study is presented in such a way that every student is expected to pass.

On the high school level, students who fail one or more classes at the end of the first or second semester are automatically placed on academic probation. Students can only make up failed classes the following semester. All failed subjects must be made up before students can advance to the next grade level, unless given permission by guidance counselor/principal that a given course can be repeated the following year. **Students who fail three or more classes for the second semester face a more serious academic situation:** *In order to remain a student at Ezell-Harding Christian School, students who fail three or more subjects at the end of the second semester will be required to repeat the grade level.*

Behavioral--Behavioral probation results from improper conduct and attitudes, both acute and chronic.

NOTE: Parents will be notified when and why probation is being administered and the time limit for correction.

HIGH SCHOOL SUSPENSION

Suspension from any high school class period results in a three-point penalty off the six weeks average in classes missed per class per day. All missed assignments and tests are required to be made up and full credit is offered.

In-School Suspension from any class will result in a two point penalty off of the six weeks average. A student who is dismissed from a teacher's class due to behavioral issues may have a penalty of point deductions on six week's average. Serious behavioral issues will result in out of school suspension which is a three point penalty off the six week's average in every class.

DISCIPLINARY ACTIONS/DECISIONS CONCERNING STUDENT CONDUCT ARE LEFT UP TO THE DISCRETION OF THE ADMINISTRATION AND FACULTY.

LOST, STOLEN OR DAMAGED ITEMS

Ezell-Harding Christian School is not responsible for any lost, stolen, or damaged items.

CARS ON CAMPUS

Being able to drive on campus is an EHCS student privilege. Student cars are to be parked only in lots designated for that purpose. Vehicles parked in unauthorized areas are subject to being towed at owners' expense. A student is not to return to parked cars or leave the campus unless authorized to do so. The campus speed limit is 10 MPH for all vehicles. Students who show disregard for campus traffic regulations will forfeit the privilege of driving or parking on the school campus. Extreme loud music, blowing horns, and loud engines may result in loosing driving privileges.

ADVERTISING

Advertisements or announcements of any type for outside agencies may not be made, distributed or posted with-out prior administrative approval. Selling or distribution of merchandise on campus is not permitted without administrative approval.

LOCKERS

Each student in grades 5-12 is assigned a locker at the beginning of the year and is responsible for its appearance inside and out. The lockers are the property of the school and are subject to inspection by authorized personnel at any time.

INTERNET ACCESS

Ezell-Harding Christian School provides Internet access to our students as a way to enhance the academic experiences that are available. Students who are given computer accounts must realize that information created and stored on campus school equipment is the property of the school. The school reserves the right to access and download information from any student account. Software should not be downloaded and/or installed on any computer without explicit teacher permission. Searching for, sending or receiving messages, pictures or audio clips that are deemed offensive by EHCS standards is prohibited.

CAMPUS CLEANLINESS

Every member of the EHCS family - administrators, faculty, staff, students, parents, etc. - is expected to have pride in the appearance of our school. Littering is certainly prohibited, and anyone noticing trash on the floors or grounds is expected to place it in a waste can. In connection with the desire to maintain neatness and order, articles left in hallways will regularly be gathered and held in the school office.

ATTENDANCE

ABSENCES

When a student is absent from school, the parent/guardian must send a note with the student stating the reason for the absence. The reasons for excused absences include the following:

1. Illness (more than three consecutive days absent requires a doctor's note)
2. Death in the family
3. Other unusual circumstances as approved by the principal (approval should occur in advance.)

STUDENTS ARE TO BE FEVER FREE FOR 24 HOURS BEFORE RETURNING TO SCHOOL WITHOUT FEVER REDUCING MEDICATIONS.

In grades 5-12, each unexcused absence results in a three-point penalty off the six weeks average. Three unexcused tardies are recorded as an unexcused absence. Out of school suspension is considered an unexcused absence.

Students participating in athletics must be at school, on game days, for at least one-half day. Extenuating circumstances may be appealed to the principal.

NOTE:

1. In grades 9-12, any student absent from a class (excused or unexcused) for more than 8 days per semester will not receive credit in that class unless all days above eight are made up. Make-up time will be on assigned days through the school term. An additional fee may be applied. Extenuating circumstances may be appealed to the principal and guidance counselor.
2. In grades K-8, any student absent from class (excused or unexcused) for more than 10 days per semester may be retained in the current grade level. Extenuating circumstances may be appealed to the principal.
3. Seniors who accumulate excessive tardies or absences may not be allowed to have senior privileges.

MAKE-UP WORK

Students in grades 5-12 will be given one day per day of absence to complete missed work (extenuating circumstances may be appealed to the teacher). Elementary students will be expected to follow grade level policies.

TARDINESS

Excessive tardies will demand consequences appropriate to the age and level of the student. **Grades PreK-4**, students who arrive after 7:45 a.m. must be signed in by an adult in the elementary office. **Grades 5-12**, students who arrive after 7:45 a.m. must bring a note from a parent/guardian to the office. Unexcused tardiness on the high school level can result in a one point penalty for each tardy on the six week's average.

EARLY DISMISSAL

If a student must be dismissed before the end of the regular school day, a signed note from a parent or guardian should be sent to the office before first period stating:

1. The reason for early dismissal of the student
2. The time the student is to leave or to be picked up
3. The name of the person authorized to pick up the student

When leaving the building, the parent or student must sign the student out in the office. If the student returns to school before the end of the regular school day, he/she must go to the office and sign in upon returning. Parents must go to the office to pick up their PreK-8 children.

SNOW DAY PROCEDURE

School closing due to inclement weather will be announced on a day-to-day basis. (Please do not call the homes of school officials relative to school closings.) In the event it becomes necessary to dismiss school early, announcements will be made on local television and radio stations. Announcements concerning school closing will be made on WTVF-TV, WSMV-TV, WKRN-TV and Fox17-WZTV. On days that school is dismissed early, because of snow, extended day charges will begin at the regular time. (For information on Snow-Day Care see page 10 under Student Services.)

STUDENT SERVICES

ATHLETICS

Athletics at Ezell-Harding Christian School fit under the overall purpose of the school. We are striving to teach teamwork, dedication, sacrifice, and sportsmanship.

Middle School

The Middle School sports program includes interscholastic competition for boys and girls. For boys, teams are fielded in baseball, basketball, football, golf, soccer and track. For girls, basketball, golf, softball, soccer, track and volleyball are fielded.

NOTE: Fifth grade students are not permitted to compete on official middle school sports teams.

High School

Grades 8-12 may compete interscholastically as members of the TSSAA Division II. Boys compete in baseball, basketball, bowling, cross country, football, golf, ice hockey, soccer, tennis and track.

Girls compete in basketball, bowling, cross country, golf, soccer, softball, tennis, track and volleyball. Other sports are planned as interest is developed and facilities and supervision are available.

Students involved in interscholastic athletics are expected to perform adequately in the classroom and demonstrate proper behavior both on and off the field.

Note: Student athletes must have earned 6 passing credits in the previous school year to participate.

1. The administration shall handle academic or behavior problems in a prudent and proper manner.
2. The administration shall govern the scheduling of contests and practice dates.

As stated earlier, one of the primary goals of the EHCS athletic program is cooperation and sportsmanship. This is true for parents, as well as, students. **All will be expected to behave in a proper manner and in cooperation with coaches and officials. It is never permissible for student or adult fans to taunt an individual player, coach or official.** Failure to comply will result in punitive actions by school officials as required by TSSAA. All students are expected to be in appropriate attire at any school extracurricular event.

DISPENSING OF MEDICINE

It is the responsibility of the parent/guardian to provide medicines. EHCS office staff will **only** dispense medicines with the written permission of a parent/guardian for grades PreK-12. This includes such over-the-counter medicines as Tylenol, Ibuprofen, and prescribed medicines.

All prescription medicines must be in the original containers with instructions. All medications for PreK-6 students must be kept in the school office and dispensed by EHCS staff only. Students sharing prescription medicines can result in a suspension.

EXTENDED DAY CARE

Supervision of students by qualified adults is provided before and after school. The before school program is available from 6:45 a.m. until 7:30 a.m. At the close of the school day, the Extended Day Care Program is provided until 6:00 p.m. For student safety, all students (PreK-12) remaining on campus after 3:00 p.m. are required to be supervised in the Extended Day Care Program. There is an additional charge for this service.

INSURANCE

Ezell-Harding Christian School does not carry medical insurance on its students. We are not required by law to carry insurance policies for the students attending Ezell-Harding Christian School. It is the sole responsibility of parents and/or legal guardians to carry appropriate medical insurance for their children.

LUNCHES

A variety of lunch options are available in the elementary school and high school cafeterias. Meals are prepared daily on campus in the elementary school kitchen. Menus are available in the school offices. Lunches may also be brought from home.

SNOW-DAY CARE

Snow Care will meet, based on availability of staff, on days the school is closed due to inclement weather. Snow Care hours are from 7:00 a.m. to 6:00 p.m. Charges will be made on a daily basis. The cafeteria will not be open on Snow Care days; therefore, parents must provide a lunch and drink for their child from home. If for any reason, (electric power outage, etc.) Snow Care cannot meet, Snow Care closing will be announced with school closings on the same TV stations as listed previously in the Snow Day Procedure section. (See page 8)

SUMMER DAY CAMP

Ezell-Harding Christian School offers summer camp for EHCS students that have completed PreK through sixth grade. Students may enroll for any single week session. Supervision is offered from 7:00 a.m. to 6:00 p.m. Snacks are provided as a part of camp tuition; however, lunch and drink must be brought from home. (School cafeteria is closed during summer months.)

RENWEB

RenWeb is a Student Information System that has rapidly become the standard in on-line services for private schools. We are pleased to offer this unique service via the web. As an on-line management system, *RenWeb* embraces the varied needs of administration, staff, parents, and students. Parents and students benefit most of all. Under password protection, the ParentsWeb service is available. For more information visit our website, ezellharding.com and click on the *RenWeb* link.

ACADEMICS

GRADING AND REPORTING

The following grading systems are used at Ezell-Harding Christian School:

Grades PreK, K and 1

E – Excellent
S – Satisfactory
I – Improving

N - Needs Improvement
U - Unsatisfactory

Grades 2 through 12

A – Excellent
B – Good
C – Fair
D – Poor
F – Failing (Below 70)

93-100
85- 92
75- 84
70- 74
0- 69

TESTING

Tests are given to grades four and seven to determine student aptitude. An achievement test is administered to grades 1 through 8. Results of the achievement test are given to the parents. All sophomores take the Plan ACT and the practice PSAT. All juniors take the ACT and the PSAT. Seniors may elect to retake the ACT..

HIGH SCHOOL PROGRAM OF STUDIES

GRADE 9

<u>Required:</u>	<u>Credits</u>
Bible I	1
Algebra I, or Geometry	1
English I.....	1
Spanish I	1
Physical Science	1
Wellness Education.....	1

Electives: Art, Band, Chorus, Humanities, Journalism, Computer App., World Geography, Grammar Enhancement

GRADE 10

<u>Required:</u>	
Bible II	1
Biology I.....	1
English II	1
Geometry or Algebra II	1
Spanish II	1
World History.....	1

Electives: Art, Band, Chorus, Humanities, Journalism, Computer App., P. E.

GRADE 11

<u>Required:</u>	
Bible III.....	1
Algebra II or Advanced Math/Trigonometry.....	1
Chemistry.....	1
English III.....	1
U. S. History.....	1

Electives: Art, Accounting, Band, Chorus, Humanities, Journalism, Comp. App., Advanced Placement U. S. History, Spanish III, P. E., World Geography, Grammar Enhancement, Psychology/Sociology

GRADE 12

<u>Required:</u>	
Bible IV	1
English IV.....	1
Government/Economics.....	1
Math IV, Trig./Adv. Math, Stats., or AP Calculus	1

Electives: Accounting, Anatomy and Physiology, Art, Band, Chorus, Humanities, Journalism, Computer App., Office Aide, Spanish III, Advanced Placement European History, Advanced Placement English IV, Psychology/Sociology, P.E., Grammar Enhancement

NOTE: All seniors must take one fine arts class and Computer Applications if these were not taken in grades 9-11.

REQUIREMENTS FOR EZELL-HARDING CHRISTIAN SCHOOL HIGH SCHOOL DIPLOMA

The class of 2012 must earn a minimum of 24 total credits. Beginning with the class of 2013, students must earn a minimum of 25 total credits.

- 1) 24 credits required for graduation
 - ◆ Four credits in Bible for students enrolled grades 9-12 (students who are admitted later are required to take Bible each year enrolled). Bible credits may transfer as electives.
 - ◆ Four credits in English (English I, II, III, and IV)
 - ◆ One credit in Fine Arts (art, chorus, band)

- ◆ Two credits in the same foreign language (Spanish I, Spanish II)
 - ◆ Three credits in History (World Geography or World History, U. S. History, and Government/Economics)
 - ◆ One credit in Computer Applications
 - ◆ Four credits in Mathematics (Students who have received 8th grade Algebra I credit must take Geometry, Algebra II and Trigonometry/Advanced Math)
 - ◆ Three credits in Science
 - ◆ One credit of Wellness
 - ◆ One half credit in P. E. beginning with the 2013 graduating class
 - ◆ One half credit in Personal Finance beginning with the 2013 graduating class
- 2) Bible course each year (Students receive one credit per school year.) In the case of a high school student transferring from EHCS, the State of Tennessee allows, at most, two Bible credits to be transferred.
 - 3) Elective courses are established each school year, and scheduled at the discretion of the principal and guidance counselor. Proposed courses must have sufficient student enrollment to be offered.

Additional information for graduates:

- 1) All makeup and summer school classes taken outside Ezell-Harding Christian School must have prior approval by the principal and your guidance counselor.
- 2) A student who does not meet all requirements for graduation will not be permitted to participate in graduation exercises. These requirements include academic credit as well as dress requirements.
- 3) Students may not take correspondence courses or substitute summer school programs for required core classes as credit for graduation.

STUDENT RANKING

A senior student may achieve top twenty percent ranking by meeting the following criteria. The total grade point average of all classes taken during a student's high school experience must be considered. (If a student enrolls in the high school after the beginning of the sixth semester, the student will share a rank with the student whose average is just lower than the transfer student's average.) Students must take the designated classes from the appropriate listing below:

Ten of the following classes must be taken with one of the classes being AP U.S. History, AP English, or AP Calculus:

Advanced English I	Advanced Placement Calculus
Advanced English II	Advanced Physical Science
Advanced English III	Advanced Biology
Advanced Placement English IV	Advanced Chemistry
Advanced Geometry	Anatomy/Physiology
Advanced Algebra II	Statistics
Trigonometry/Advanced Math	Advanced Placement U. S. History
Advanced Placement European History	

NOTE: Beginning with the class of 2013, students must take two Advanced Placement classes with one of the classes being AP U.S. History, AP English or AP Calculus.

MISCELLANEOUS

MARRIAGE

Married students, students previously married or students with children must receive special permission to attend Ezell-Harding Christian School.

RIGHT OF ACCESS TO RECORDS

The Buckley Amendment of the Family Educational Rights and privacy Act of 1976 grants parents the right of access to educational records accumulated subsequent to December 21, 1974. Access must be granted within 45 days of making a written request. A request must be submitted to the principal. Available records include grades,

evaluations, and standardized test results. Without a written consent for release, these records may be sent to school officials, including teachers within the educational institution and officials of other schools and school systems in which the students may intend to enroll. The Buckley Amendment affords the right for challenging the accuracy of recorded information. A parent may challenge the content by making a written statement of his position. That statement shall be inserted in the records.

SCHOOL VISITS

Parents and supporters are encouraged to visit the school. However, all classroom visits should be by appointment only. Visitors should go directly to the office, sign in and discuss their visit to the school with the principal or school secretary. Drop-in visits are discouraged because they take time from the planned schedule of the teachers and students. Appointments with teachers should be scheduled before school, after school, or during the teacher's planning period. Visitors to the school will be expected to dress in neat and modest apparel. Students are not to have unauthorized visitors during school hours. All students from other schools must receive permission in the office before visiting the EHCS campus. High School Students will not be permitted to have students from other schools or outside friends to visit during lunch or school hours. However, outside students who have completed an EHCS application may request to shadow a student with prior approval from teachers, guidance counselor, and principal.

FIRE MARSHALL'S WARNING

The Fire Marshall has issued a warning reminding us that the fire lanes are not a designated parking area. Fire lanes are lanes closest to the elementary and high school sidewalks. The fire lanes should be left open at all times. Therefore, no vehicles should be parked in those lanes for any reason at any time day or night.

ARRIVAL AND DISMISSAL

Students who are not picked up during dismissal must report to the Extended Day Program at 3:00 p.m.

GENERAL TRAFFIC GUIDELINES

1. The EHCS campus speed limit is 10 MPH.
2. Traffic Entering the EHCS Campus
All traffic entering the campus must enter by way of the main entrance from Bell Road. Please do not enter the campus from any other area.
3. Traffic Exiting the EHCS Campus
There are three lanes exiting the campus onto Morris Gentry Boulevard. The two left lanes are for traffic turning left toward Bell Road. The right lane is for traffic turning right onto Morris Gentry Boulevard toward Murfreesboro Road. There are two lanes exiting from the high school drive. The left lane is designed for traffic southbound on Bell Road, while the right lane will allow northbound Bell Road traffic to exit the EHCS campus. Please observe these turn directions. Not abiding by these directions is both dangerous and a violation of the law
4. Fire lanes are appropriately marked in front of the elementary and high school buildings. No vehicles should be in the fire lanes at any time day or night.

ELEMENTARY/MIDDLE SCHOOL

With safety as our foremost concern, the following student arrival and dismissal guidelines are effective for all students, kindergarten through 8th grade.

MORNING ARRIVAL

During morning arrival and afternoon dismissal **NO VEHICLES SHOULD UNLOAD, LOAD OR PARK IN FRONT OF THE ADMINISTRATION BUILDING.** This area is not designed for arrival and dismissal activities. This is a highly congested area that poses potential threat to the safety of all.

1. Two lanes in the upper drive will be designated for morning arrival.
2. To prevent vehicles from backing up in the upper two lanes, **PLEASE DRIVE FORWARD UNTIL TRAFFIC STOPS.**
3. The middle lane will be blocked from **7:20 am** until **7:45 am** so students exiting cars in the outside lane will have a place to wait until moving vehicles completely stop.
4. The entire length of the sidewalk is considered a vehicle exit zone for middle and elementary students. Once you have stopped, please have your child and/or children exit the vehicle as quickly as possible. Middle school students may enter the elementary building if it is more convenient.
5. If you need to enter the building, even for a very short period of time or if your carpool is not immediately ready to exit the vehicle, please drive to the lower parking lot until students are ready to exit
6. Elementary students are not to walk unassisted from the lower parking lot to the building.
7. No unattended parking in any lane during the time of 7:00 am until 7:45 am..

AFTERNOON DISMISSAL

1. Seventh and eighth grade students, who do not ride in an automobile with younger students, should be picked up in front of the high school building. There is a canopy provided for inclement weather and the traffic is much less congested in that area.
2. Fifth through eighth grade students who ride in a carpool with younger students should go to the area where the youngest child is standing on his/her designated number.
3. Kindergarten through fourth grade students will be assigned a dismissal number. These students should wait for their vehicles or carpool at that designated number.
4. Vehicles in the upper three lanes, during dismissal, should be parked as closely as possible. The **ONLY** designated crosswalk for elementary students is located directly in front of the elementary glass doors. This officially designated crosswalk is for people using the lower parking area and should not be blocked by parked vehicles.
5. Elementary students loading cars in the lower parking lots **MUST** be accompanied by an adult and use the officially designated crosswalk located in front of the elementary glass doors.
6. During dismissal, Kindergarten through fourth grade students are to remain at their designated number at all times. Students will not be allowed in the grass median area between the upper lanes and lower lane.
7. Students will walk to their vehicles when a whistle is blown. No students will be allowed off the sidewalk when vehicles are moving.
8. A block of vehicles will be loaded and dismissed together. When signaled, a second block of vehicles will move forward. The second block will be loaded and dismissed in the same manner. The third block will follow the same procedure.
9. If any member of the carpool is unavailable to load the automobile at the time vehicles are dismissed, the driver must circle around again or park in the lower parking lot to wait for the missing rider. The lower drive is designated for those vehicles that need to circle in order to re-enter the loading zone.
10. All drivers and adult passengers in the upper three lanes should remain in their vehicle during dismissal. If your child does not come to the vehicle when the whistle is blown, please alert a supervising staff member of your child's name and dismissal number. We will be happy to retrieve your child or carpool. Not adhering to this procedure will compromise the safety of all our students who are waiting for their rides.

No vehicles will be allowed to park in the upper or lower part of the drive next to the elementary playground or grass median leading to Morris Gentry Boulevard. Vehicles parked in these unauthorized areas delay or jam traffic attempting to dismiss from the upper three lanes.

Please do not be offended if we remind you of these guidelines. They have been designed **FOR THE SAFETY OF OUR STUDENTS.** We must have full cooperation of each driver in order to have a safe and efficient student arrival and dismissal procedure.

Asbestos Information

July 2010

Dear EHCS parents, faculty and staff,

The Asbestos Hazard Emergency Response Act of 1986, referred to as AHERA, was enacted by Congress to determine the extent of asbestos problems in schools and to develop solutions.

To give you some background, asbestos has been used as a building material for many years. It is a naturally occurring mineral that is mined primarily in Canada, South Africa, and Russia. Asbestos was considered an ideal building material for insulation, sound absorption, decorative plasters, fire proofing, and a variety of miscellaneous uses. More than 3,000 different products were made from asbestos materials. In 1973, EPA began to limit uses of asbestos products and, in 1978, most uses of asbestos as building materials were banned.

All of our facilities have been inspected by a certified asbestos inspector, as required by AHERA. The inspector located, sampled and rated the condition and hazard potential of all material suspected of containing asbestos. The inspection and laboratory analysis records were examined by a certified professional who developed asbestos management plans for our facilities. The plans include: this notification letter, education and training of our employees, regular surveillance of the asbestos-containing materials, and procedures to ensure minimal disturbance of the materials.

A copy of the asbestos management plan for the buildings is available for your inspection in the Business Office during regular school hours. All inquiries regarding the plan should be directed to the Business Office.

We have begun implementing the asbestos management plan. We will not only comply with, but we will exceed federal, state and local regulations in this area. We plan to take all precautions to ensure a healthy and safe environment for your children and our employees.

Sincerely,
Sam Yinger
Vice President for Financial Affairs