

**PARENT-STUDENT HANDBOOK
2020-2021**

I have read and agree to abide by the guidelines and policies of the student handbook. (Please sign below)

Student name (print)

Student signature if applicable

Parent name (print)

Parent signature

Please detach and return to the Main Office or Homeroom Teacher at your respective campus.

****This form must be signed and returned before the second week of school****

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**PARENT-STUDENT HANDBOOK
2020-2021**

This handbook was written to give students and parents an outline of the philosophy, goals, and rules of our school. Familiarity with the contents of this book will eliminate much uncertainty and answer most of your questions. This handbook is not intended to create, nor does it create, a contract between you and First Baptist School. Nothing in this handbook binds First Baptist School to any specific procedures or privileges. **Students and parents must read this handbook and return the signed sheet from the front of the handbook to the main office or homeroom teacher at their respective campus.**

First Baptist School Administration

Head of School

Jeremy Blackstock

Lower/Middle School Principal

Susan Brooks

Upper School Principal

Will McCombs

Admissions Director

Debbie Mack

Business Office

Melissa Clark

Marketing/Communications

Kristen Schwiers

Campus Numbers

Downtown Campus 843-722-6646

James Island Campus 843-410-1606

A full list of email addresses can be found on the school website
www.fbschool.org

First Baptist School Board

Marianne Allen (21*) - Secretary
mlafbt@yahoo.com

Stephen Graves (22*)
stephenlgraves4243@gmail.com

Steven Harvey (22*)
steveH@HVCLAW.com

Emory Hiott-Vice President (22*)
emorybull@gmail.com

Kip Hooker (22*)
kip.hooker@dhgllp.com

Martha Thigpen (22*)
Thigpenmartha@comcast.net

Billy Koopman (21*)
william.koopman@att.net

Robert Marchant (21*) - President
rlmarchant@marchantchevy.com

*Denotes last year of term

Ex-Officio (non-voting members)
Mr. Jeremy Blackstock, Head of School
Mr. Charles C. Holcomb, Past Treasurer

MISSION STATEMENT

Academic excellence with a Christian perspective

STATEMENT OF BELIEFS

1. God is the source of truth.
2. The primary academic responsibility of FBS is to provide a college preparatory education with academic excellence in a Christian setting.
3. The highest level of Christian integrity must characterize all we do.
4. A Christian perspective sees all of life as a part of God's creation, accepting the principles of the Bible as the standard established by the Creator.
5. The development of spiritual, intellectual, artistic, physical, and social values promoted in a nurturing Christian environment, provides meaning and direction for life.
6. Education with Christian spirituality gives life divine direction, gives perspective to knowledge, and leads students to seek God's leadership in their lives.
7. The spiritual responsibility of FBS is the preparation of young people for a life of Christian discipleship.
8. The value of learning Biblical truths along with other disciplines makes spirituality a natural part of students' lives.
9. Christian ethics with spiritual motivation are invaluable to the individual and to society.
10. Students are challenged to fulfill their God-given potential in a safe, nurturing environment.

STATEMENT OF GOALS

1. To seek God's will continually in planning for the future of FBS.
2. To encourage and assist each student to develop a personal relationship with God.
3. To demonstrate Christian teachings in every aspect of FBS curricular and extracurricular activities.
4. To provide the highest level of academic excellence that encourages students to achieve their complete potential in all endeavors and to meet the ever-changing demands of contemporary society.
5. To provide an encouraging, caring environment which attracts and maintains a qualified faculty and staff committed to the mission of FBS.
6. To encourage continued spiritual and professional growth for all faculty and staff of FBS.
7. To provide financial, professional, and personal support for the faculty and staff in fulfillment of the mission of FBS.
8. To provide a variety of curricular and extracurricular activities for the development of the whole person, preparing students for college and "real-life" experience.
9. To provide increasing levels of service to students, families, and the community.
10. To provide a safe and physically comfortable environment where students' learning can occur.
11. To provide the resources, equipment, and physical plant which promote academic success.

A BASIC PHILOSOPHY FOR FIRST BAPTIST SCHOOL

First Baptist School was established in 1949 as an educational ministry of the First Baptist Church. It was decided that a day school program would provide an opportunity for the church to increase the teaching of the Bible and to enhance character development in the lives of young people within the church and the community. Accepting God's Word that "the fear of the Lord is the beginning of wisdom," the church believed that students should be provided with the opportunity to develop a better understanding of the Bible and thereby to develop a personal relationship with Christ.

The educational program is founded in Christian teachings and is presented from a Christian perspective. The development of the "whole child" is emphasized as physical, mental, social, and spiritual growth is nurtured. The development of four fundamental life-long relationships, to God, to one's self, to others, and to one's environment, is incorporated in the teaching and application of knowledge. We seek to lead every student to an awareness of the love of God in Jesus Christ. As students grow in their understanding of God, we hope that they will respond in faith to Jesus Christ. Growth in this response process leads to the fulfilling of God's purpose to understand, shape, use, preserve, and enjoy God's creation in a life of service to God and to all of humanity.

GENERAL SCHOOL INFORMATION

We are currently switching our internal system to Blackbaud and the handbook will be updated once that is complete.

RENWEB: <http://www.renweb.com>

- Is the **primary** means of parent-teacher communication about a student's academic progress and absences at school (**note 1**)
- Should be viewed regularly by the parent to determine if a parent-teacher conference is necessary
- Separate account access will be given to both parents and students
- Is updated weekly (*Teachers may also update information on Google classroom*)
- Displays a variety of information such as school calendar, school news, and guidance information

Note 1: Teachers *may* contact parents one time each 9 weeks by phone or email when a student's grade drops to a "D" or below if they notice significant struggles with the skills being taught. Teachers will also contact parents of students in danger of failing for the year. All other contact is through the RenWeb Parent Portal unless the parent contacts the teacher. As always, we strongly encourage parents to follow Renweb closely and reach out to teachers with any grade or class concerns.

WEBSITE ADDRESS: <http://www.fbschool.org>: Our website contains news about school life for prospective parents seeking information and important information for current families.

RE-ENROLLMENT: No student is automatically re-enrolled. To be re-enrolled, a student must submit an application each year along with the required re-enrollment fee. The school, in its sole discretion, reserves the right to deny re-enrollment to any student, particularly for academic or behavioral reasons. No student will be allowed re-enrollment until all the required fees for the present year are current.

WITHDRAWAL ACTIONS:

- The parent must notify the school of the pending withdrawal
- The school office provides the family with the withdrawal form
- The parent writes a letter with a date and reason for withdrawal to request release from the Enrollment Contract for the remainder of the school year. This letter must be sent to the Head of School prior to official withdrawal. *A formal request does not guarantee a release from the financial contract obligations.*
- The student returns all school materials
- The school notifies the family of its decision concerning release from the contract. Transcripts will not be released unless tuition for the time the student was enrolled is current

GRADE REPORTS:

K2 & K3 will receive reports at the end of the year.

K4 & K5 will receive report cards at each semester.

1st-6th grade will be able to access and print their report cards via Blackbaud at the end of each quarter.

7th-12th Grade students will be able to access and print their report cards via Blackbaud at the end of each semester.

Parents will be notified when report cards are available on Blackbaud

Quarter and Semester Dates

1st nine weeks ends-October 12, 2020

2nd nine weeks/1st Semester ends-December 17, 2020

3rd nine weeks ends-March 4, 2021

4th nine weeks/2nd Semester ends-May 21, 2021

***Parents /teachers may ask for a conference at any time it is felt there is a need.

PERSONAL COMMUNICATIONS: Teachers will communicate personal information about their students by the means identified in the course syllabus or as agreed upon between the teacher and parent. Parents must contact the student's teacher before contacting administration. Email is the preferred method of contact, as it is generally more efficient than phone calls. Please remember that the teachers are teaching during the day and will respond within 24 hours unless it is a weekend. If you need to get a message to a student please email or call the main office. *Please refrain from texting your child during the school day.*

COMMUNICATION WITH NON-CUSTODIAL PARENT (in cases of divorce or separation)

- First Baptist's first obligation is to its students regardless of the relationship of parents to each other. We believe that a healthy partnership among the school and both parents is in the students' best interest. In case of separation and divorce, we continue to communicate with both parents unless we are presented with a court order barring one parent from associating with his or her child. This means that both parents will receive report cards, interim reports, and general mailings, regardless who is paying the bills. Each parent is granted access to the child(ren), to teachers, and to administrators. Such access is provided without notification to other parties. It is the responsibility of each parent to make sure the school has his or her current address, phone numbers, and email addresses. It is the parents' responsibility to provide to the Head of School's office all records of court decisions, and up-to-date contact information. Given the unique legal situation of each family, the school may make exceptions to this policy (e.g. to comply with a court order).
- When an important issue necessitates short notice, we will attempt to reach both parents. The school wishes to stay out of marital conflicts and settlements; we ask parents not to pull teachers or administrators in the middle of such disputes.
- Any information sent out as a whole school will be sent to both parents, as mentioned above. For instance, field trips, class newsletters etc. When the parent(s) initiate communication with a teacher or administration it is their responsibility to include all related parties or communicate the information discussed with all related parties.

Information on potential threats to the school and its students or staff should be reported immediately. The anonymity of the reporting person will be respected if asked. The employee will report immediately to the administration about the situation.

The student's or parent's privacy will be protected while the information is investigated. As stipulated by law, reportable activities will be communicated to the appropriate authorities by an administrator.

PARENT ORGANIZATIONS:

- **Parent Teacher Association:** Membership of this organization shall draw upon all parents of students currently enrolled in FBS. Annual dues are established and collected in the manner established by the organization.
- **Hurricane Association:** The Hurricane Association is an organization established for the parents of students involved in interscholastic sports, but its membership is open to all families of our school. Annual dues are established and collected in the manner established by the Hurricane Association Council. A copy of the by-laws will be posted on the school web site under Athletics.

FUNDRAISERS: All fundraisers must be officially approved by administration using the *Fundraiser Request* form. All funds must be processed through the Business Office. No student will be allowed to solicit funds door-to-door.

FEES: All fees must be current in order for the student to attend school. All fees, including money owed to a class, library, sports participation fees, or late fees must be current before a student may receive his report card and/or credit for school work. Students may be prevented from taking exams, graduating, participating in summer camps, or receiving transfer records unless accounts are current. Balances can be viewed and paid online using Blackbaud. Student fees are not included in tuition assistance.

SCHOOL IMPROVEMENT TEAM (SIT): This team is comprised of administration, teachers, parents, and students. Its purpose is to initiate and review school policy, and review recommendations submitted by stakeholders; and act or comment on those recommendations. SIT will be the lead committee for maintaining accreditation. Any parent may access the SIT through the administration.

SCHOOL HOURS: 7:30 am to 3:30 pm (Both campus locations), Monday through Friday. Daily class time is 8:00 am to 2:45 pm at the downtown campus and 8:20 am to 3:10 pm at the James Island campus. Students are expected to remain in school attire during these times.

INCLEMENT WEATHER: FBS will follow Charleston County Schools in closing due to inclement weather. All available means to notify parents of other closings will be used. Children will be supervised until a parent arrives to pick up their child.

LUNCH: Students may bring bag lunches to school or buy hot lunch through our vendor. Lunch information can be found on the Parent Portal.. **No outside food deliveries are permitted.**

SCHOOL VISITORS: Visitors are to report directly to one of the administrative offices for a pass. Prospective student visitors must contact Admissions at least 24 hours before school check in and be in school dress at check-in. Non-FBS students are not permitted to be on campus without prior administrative approval.

STUDENT HEALTH

Ill Student on campus:

- Student reports to class and is sent by the teacher to the Nurse's Office
- Nurse determines if a parent needs to be contacted and will call the parent
- Nurse informs the main office that the student is ill and has parental permission to leave
- Student will sign out before departing or stays with nurse until a parent arrives

Returning to School from illness:

Please keep your child home 24 hours after a fever (oral temperature of 101 or greater) or diarrhea. Please keep your child home if they have open wounds that drain or cannot be covered, rapidly spreading rash, difficulty breathing, unusual lethargy, or irritability in young children.

During flu season please keep your child home if you suspect them to be ill and with a fever of 100 or greater (without fever reducing medication) and until you can confirm it is not influenza.

***We do not accept children with special needs. We do have a full time nurse on campus and will accept children with asthma, diabetes, ADD, ADHD-depending on the severity

MEDICINE AND IMMUNIZATIONS: There are State and Federal regulations that each school must follow concerning medication at school and immunizations. The school nurse will monitor applicable regulations and advise parents of requirements. Parents are responsible for keeping the required immunizations current for school entry and remaining in school. All immunizations must be recorded by a physician or the local Health Department on the South Carolina DHEC form. Updated certificates must be sent to school at the time the vaccines are given to the student. By law, students without the updated certificate on the DHEC form cannot be allowed to remain in school. Violation of these rules by the institution is punishable by law.

Medication Procedures:

- Prescription medicine sent to school in the original container with the dosage information still intact.
- The student will take prescription medicine to the nurse's office. She will check the medicine in and will dispense the required dosage stated on the prescription.
- The school has a supply of *Tylenol* and other permissible over-the-counter medications that can be given to a student when necessary. Students should not bring this medication to school.
- All medication must be picked up on the last day of school by parents. Any medications left in the nurse's office will be properly disposed of by the nurse.

Head Lice:

If your child has crawling lice or nits (eggs) ¼ inch or closer to the scalp, and if head-to-head contact with other children can be avoided, the student may remain in school until the end of the day. Otherwise, the student will be sent home immediately. After the first treatment with an approved lice removal product, if there are no active lice on your child's head, he or she may return to school.

At First Baptist the student is required to check in with the nurse for screening upon return to school after the initial treatment.

A letter with instructions will be sent home. In the lower grades this letter will go to all parents in the child's class. Each case is treated confidentially.

If the lice are found at home, please call the nurse's office so that teachers and parents may closely monitor the other students.

According to the DHEC standard for re-screening of head lice, students who were identified with head lice and excluded should be rescreened at 7-10 days after the initial treatment.

Communicable Diseases/Conditions:

Other communicable diseases (like influenza, strep throat, etc.) or medical conditions (like impetigo, ringworm, pinworm, conjunctivitis, etc.) should be addressed as recommended by your healthcare provider.

We ask that parents contact the principal or school nurse with any medical condition that can affect a child's performance at school or is contagious to students, faculty or staff. All medical information will be treated with discretion and the information used to manage optimal health in the classroom.

STUDENT DROP OFF AND PICK UP: Supervision by school employees does not start until 7:30 AM. All students who arrive before 7:30 will have no supervision. Once a student is dropped off on campus he/she may not leave until the end of his school day without parental permission and signing out through the office. Non-driving students leaving early must be picked up by an adult from the office. Specific drop off/pick up procedures for each campus will be communicated by the administration. Students are not permitted to be on campus or dropped off prior to 7:30 AM each day. **Rideshare, such as Lyft, Uber, etc. is not permitted for any student at any time.** If there is no sign in the window of a car and the teacher did not receive a note from home, the driver will have to park and call the parents to have their identity verified. **If we do not recognize the person designated by the parent to pick up their child, they will be asked to show some form of identification before a child is released.**

BUS TRANSPORTATION: The school offers area bus service to families who find it difficult to provide transportation for their children. The need for safety makes it imperative for each family to insist that the student adhere to the following rules:

Meeting the Bus: Each student must be at his designated stop five minutes before the scheduled pick-up time.

The Transportation Bus Coordinator (Lower School Office) sets up the bus routes. Any change to a route must be worked through and approved by the Coordinator. Once a stop has been established for a student, he may not get off the bus at a stop other than his regular designated stop, or change his usual manner of transportation unless written

permission from the parent is signed by the school bus coordinator and the driver.

EXTRA-CURRICULAR ACTIVITIES: The School Board, administration, and faculty of First Baptist believe that extracurricular activities are intrinsic to a well-rounded education. Through participation in sports, clubs, and other school-sponsored, non-academic programs, the student is given the opportunity to develop talents that sometimes are not cultivated in the normal classroom setting. Although the results of extra-curricular activities are beneficial, at times a student may involve himself in so many that he cannot fulfill his responsibility to any. The administration reserves the right to restrict a student's involvement in extracurricular activities if it is in the student's best interest academically.

INTERSCHOLASTIC SPORTS: Interscholastic sports competition is offered to students from lower to upper school.

- A student may participate in multiple sports as approved by the Athletic Director.
- Athletes and parents may receive written team rules. General athletic guidelines will also be listed in the Athletic Department Handbook.
- The Administration reserves the right to restrict a student's involvement in extracurricular activities if it is in the student's best interest academically or behaviorally.
- Athletes must meet all SCISA rules for participation.

STUDENT ORGANIZATIONS: The following organizations are available to the students. Each individual organization has its own rules governing membership and annual fees:

John R. Rhodes Junior Honor Society (JNHS): Membership is by invitation for students in grades 7 - 9.

Mary A. Brodie Chapter of the National Honor Society (NHS): Membership is by invitation for students in grades 10 through 12.

Student Government Association (SGA): Membership is for grades 9 through 12 by election. The officers are elected by the student body. Representatives are elected by each homeroom. Class presidents also participate in SGA as voting members.

Student Council: Middle School Membership for grades 7-8. The officers are elected by the student body. Representatives are elected by each homeroom.

Hurricane Pride: The Squad is an extension of SGA. Students are not required to be a member of SGA to participate. Membership is open to all students in grades 9 through 12 upon approval of the SGA and SGA Advisor.

ACADEMIC COMPETITIONS: The following competitions are offered for students in the grades specified and are sponsored by the South Carolina Independent School Association.

Spelling Bee: Students in grades 4 through 8 are eligible to enter the SCISA Spelling Bee. Preparation requires outside study of extensive word lists and team practices prior to the competition.

Quiz Bowl: Students in grades 7-8 are eligible to participate in the MS Quiz Bowl competition. Students will sign up through their elective courses and final selection of competitors will be chosen through testing and preliminary performance.

Middle School Math Team: Students in grades 6 through 8 are eligible for the preliminary stage of the team preparation. Final selection is done through testing and preliminary team performance.

High School Math Team: All students in grades 9 through 12 are eligible for the preliminary stage of the team preparation. Final selection is done through testing and preliminary team performance.

High School Academic Team: All students in grades 9 through 12 are eligible for participation on the Academic Team. Final selection is done through preliminary team performance.

*Availability of these programs are contingent on student involvement

ATTENDANCE POLICY

Tardy Policy (Grades K2-8)

**A student's tardiness creates a disruption in classroom instruction.*

Students in K2 through 8th grade will be considered tardy if arriving after **8:00 am**. Please make sure your child is at school on time. Students are given instruction early and miss important information if they are late.

*If arriving after 8:05 students may not go straight to class. They will need to come to the office to get a tardy slip since attendance has already been taken in the homeroom.

If a child has more than **8 tardies**, they will be asked to fill out a reflection with their parent/guardian and return to school the following day. For grades 5-8, an after school detention will be required to make up seat time.

Tardy Policy (9-12)

**A student's tardiness creates a disruption in classroom instruction.*

In order to curb tardiness, five (5) tardies to **any** class will result in the make-up of one hour of seat time in detention. For every five (5) tardies thereafter, one hour of seat time in detention will be required along with possible further disciplinary action.

Student Actions:

- A student experiencing personal discomfort must receive a pass from a teacher to visit the bathroom or school nurse. If this occurs between classes, the student is to report to the next class to seek help from the teacher.

Excessive tardies (10 + per semester) may preclude a student from exemption of exams.

ABSENCES

All absences, excused and unexcused, are required to be documented by the main office for safety and liability reasons. Administration reserves the right to determine if an absence is excused or unexcused.

A student missing more than 15 days in a given subject within the school year, excused and unexcused, may not receive credit for that subject or be required to make up seat time in summer school.

All students in grades K2-6 must be in attendance until 11:30 am to be counted present for the day or arrive at school by 11:30 am.

All students in grades 7-12 must be in attendance for two consecutive blocks to be eligible for participation in that day's extracurricular activities. For events taking place on Saturday this rule will apply on Fridays.

An unexcused absence is any absence not documented by a note from the student's parent the day after the absence. An excused absence is any absence documented by an explanatory note from the student's parent the day after the absence.

Parents are encouraged to notify the office and teachers in advance of any planned absence.

Student Actions:

- Deliver a parent's note to the office upon return to school. Students without notes must return to the office the next day with a parent note or receive an unexcused absence.
- Responsible for determining school work missed and making up this work within the time specified by the teacher.
- Planned Absence: The student is responsible for collecting all missed assignments prior to leaving and having them completed upon return to school. *Completion of missed work for a planned absence due to extenuating circumstances will be determined by the teacher.
- Graded material missed on the day of an unexcused absence may not receive full credit.

Early Departures: Written parental permission is required for a student to leave school early. The written excuse must be delivered to the administrative office before the student reports to class in the morning. Students will report to the office at the excusal time to wait for their rides and sign out.

Homework/Testing Missed Due to Absences: All makeup homework and tests for any excused absence will be done as scheduled by the teacher with the student as explained in their syllabus. School work missed for a planned absence (school event, vacation, etc) must be coordinated with the teacher **PRIOR** to the absence. The teacher may require the work to be turned in before the absence. See information under Planned Absence.

- Late to school, all due homework will be turned in the same day or the student will receive a “0”.
- Absent one day: student is responsible to comply with the syllabus.
- Absent for 2 or more days: students have 1 day per excused absence to make up work.
- Absent for more than 5 days: students will be required to schedule a timely make-up schedule with teachers, which will then be approved by either the administration or an appointed teacher.

Homebound Instruction:: Students who require homebound instruction are expected to complete all work successfully and on time. These days will not count towards the fifteen missed. Parents must contract with a school approved instructor and the instructor must use the school’s curriculum objectives, tests, and finals.

Chapel

Chapel schedules will be set by each campus administrator and communicated to school families. Chapel is mandatory and attendance is required.

First Baptist School Dress Code

K5-12

Administration reserves the right to review and determine that any particular style of attire is inappropriate and does not meet the standards of First Baptist School.

*****Being out of Dress Code will result in disciplinary action.**

*****Any student having hairstyle, makeup, or clothing that causes distraction will be asked to make the necessary corrections or receive disciplinary action.**

If a student is out of dress code, he/she may be required to leave campus and return in dress code. Work missed will be considered as an unexcused absence/tardy and credit may not be received. The office may have extra shirts/shorts for students. The clothing must be returned to the office before departure from school. A \$30 fee will be charged for unreturned shirts.

Male Attire

- A. Shirts: Long or short sleeve polo shirts in white, black or purple with school logo or button down white oxford shirt are available for purchase at Read's Uniforms or Land's End Catalog. Shirrtails must be tucked in at all times while the student is on school property. T-shirts are not allowed. Undershirts must be white or the color of the shirt; no writing should be seen through the oxford shirt.
- B. Pants: Only khaki colored long pants or shorts are allowed. Pants with belt loops require a belt, and pants will be worn at the waist. Shorts can be no shorter than 3 inches above the knee and no longer than 1 ½ inches below the knee. No jeans or athletic pants will be worn unless authorized by administration. Khaki colored attire does not have to be purchased from Read's Uniforms or Land's End.
- C. Belts: A leather or cloth belt with a buckle with no inappropriate logos, symbols, or slogans must be worn at all times with pants designed and manufactured with belt loops.
- D. Shoes: All shoes that have a heel strap or covered heel are acceptable with the exception of Crocs.
- E. Headwear: Caps and hats are not to be worn in the school building. Students are not allowed any head coverings (headband, hairband, hoods, skull cap, bandana, etc).
- F. Hair: Boys' hair must be cut above the eyebrows, the ears, and collar and kept in a conventional manner. Extreme hairstyles, unnatural hair colors, and jewelry/beads in the hair are not allowed. Boys are required to be clean-shaven.
- G. Accessories: Ear and body rings, piercings, tongue studs, makeup, and fingernail polish are not allowed.
- H. Outerwear: (Jackets/Coats/Rain Gear): ***All outerwear must be First Baptist School affiliated and include an approved school logo or removed before entering the school buildings.*** Must be appropriate for school. Teachers are permitted to ask students to remove all outerwear while in class.
- I. Tattoos: No visible tattoos.
- J. Not permitted: turtlenecks over school shirts, long sleeve t-shirts over school shirts, hoodies underneath school shirts, athletic pants, and sweatpants.
- K. Sweatshirts/Hoodies/Sweaters: The only sweatshirts/hoodies/sweaters that are allowed are First-Baptist affiliated and include an approved school logo. Collared school shirts must be worn under sweatshirts/hoodies/sweaters.

**Team issued athletic apparel may only be worn with administration approval.*

Female Attire

- A. Shirts/Blouses: Long or short sleeve white blouses, purple, white or black polo shirts with school logo are available for purchase at Read's Uniforms or Land's End Catalog. Shirttails will be worn according to the fashion and will not expose a bare midriff regardless of the student's activity. Undershirts must be white or the color of the shirt; no writing should be seen through the oxford shirt. Undershirts must be tucked in.
- B. Pants: Only khaki colored shorts, Capris, and pants are allowed. (Pants that are deemed too tight will be addressed by the administration). Shorts can be no shorter than 3 inches above the knee. No jeans or athletic pants will be worn unless authorized by Administration. Khaki colored attire does not have to be purchased at Read's Uniforms or Land's End Catalog.
- C. Skirts, skorts and dresses: Skirts/Skorts may be black, khaki, or herringbone. Purple dresses may be purchased through the Land's End School Account. All skirts, skorts and dresses should be no shorter than 3 inches above the knee. **No multi colored tights/leggings or sweatpants (of any kind) will be allowed to be worn under skirts.**
- D. Belt: A cloth or leather belt with a buckle with no inappropriate logos, symbols, or slogans must be worn at all times with pants designed and manufactured with belt loops.
- E. Shoes: All shoes that have a heel strap or covered heel are acceptable with the exception of Crocs. Heels may be no higher than 2 inches.
- F. Hair: Standard hairstyles are required. Extreme hairstyles and unnatural hair colors are not allowed.
- G. Accessories: No excessive earrings. Body rings/piercing and tongue studs are not allowed.
- H. Outerwear: (Jackets/Coats/Rain Gear): ***All outerwear must be First Baptist School affiliated and include an approved school logo or removed before entering the school buildings.*** Must be appropriate for school. Teachers are permitted to ask students to remove all outerwear while in class.
- I. Tattoos: No visible tattoos.
- J. Not permitted: turtlenecks over school shirts, long-sleeve t-shirts over school shirts, hoodies under school shirts, athletic pants or sweatpants
- K. Sweatshirts/Hoodies/Sweaters: The only sweatshirts/hoodies/sweaters that are allowed are First-Baptist affiliated and include an approved school logo. Collared school shirts must be worn under sweatshirts/hoodies/sweaters.

**Team issued athletic apparel may only be worn with administration approval.*

"DRESS UP" Attire

With administrative approval, students may "dress up" for special campus events. All "dress up" attire must meet school dress code regulations for appropriate length, fit, and style. The administration has the final say on what is deemed appropriate/inappropriate.

Male guidelines:

Collared, button-up shirt (tucked-in) with optional necktie/bowtie, dress pants (no denim) with belt or suspenders. Dress shoes. Blazers/suits are acceptable. Shorts are not considered appropriate for "Dress Up" days. No kilts.

Female guidelines:

Dresses of the appropriate length and fit or dress shirt and slacks that fit appropriately. Any top without sleeves must be covered with a sweater or other cover. Low cut dresses and blouses are not appropriate.

Approved PE Uniform:

-PE K5-8th: On PE days, students in K5-8th grades may wear approved P.E. uniforms all day. PE uniforms are defined and approved by the Athletic Director/Department and are available only through Lands' End Catalog. The current PE uniform consists of black/gray shorts, and gray, purple, or white T-shirts, and gray or black sweatpants and sweatshirts. Team-issued First Baptist athletic apparel is approved for use in PE.

-PE High School: Students may wear t-shirts that do not contain inappropriate graphics or verbiage. Athletic shorts and shoes are required. FBS athletic team gear is acceptable but not required. All PE gear must meet the dress

code guidelines for appropriate fit and length. HS students will not be permitted to remain in PE gear all day, they must be prepared to change into school dress.

ORDERING

.*To order from Lands' End:**

1. Go to LandsEnd.com
2. The home page will be displayed. At the top of the page click on "School Uniforms."
3. A new box will come up. Click on "Look Up Your School." This will be under **FIND**.
4. An informational box will appear and at the top of this box you will see "Search By School Name" or "Preferred School Number." Click on "Preferred School Number."
5. A box will appear to enter our school number-**900056987**.
6. Another informational box will appear. Click on "Shop Using This Dress Code."
7. The FBS page will appear, welcoming you to Land's End. Click on "View Approved Dress Code Items."
8. Order according to your needs.
9. On the Lands' End Homepage scroll to the bottom and sign up for "Get Exclusive Offers and News."
10. Lands' End phone number is 1-800-469-2222.

*****To order from Read's Uniforms:**

1. You may order school uniform shirts and the black skirt listed in our Dress Code from this venue.
2. You may order directly from the store which is located at 946 Orleans Rd, Charleston, SC.
3. The phone number is 843-852-7878. Or online at <https://shop.readsuniforms.net/GroupLogin>
 - Enter school code: FBSSC

**Discipline Policies, Procedures, and Behavior
Code
Grades K-12**

BEHAVIOR CODE

THE FIRST BAPTIST SCHOOL ADMINISTRATION RESERVES THE RIGHT TO ADD TO OR SUBTRACT FROM THE RECOMMENDED DISCIPLINE DEPENDING ON THE SEVERITY OF THE OFFENSE

Our objective is to provide a learning environment for each of our students that is safe, orderly, and conducive to learning. We rely on parents to play a major role in this area of our endeavors by their insisting that their children comply with the rules and guidelines outlined in this book. Parents should inform their children that school discipline practices are in effect any time a student represents First Baptist School.

Student behavior is under the observation of the school administration, faculty, and staff anytime the student is on school property or part of a school-sponsored trip/outing.

STUDENT SEARCHES: FBS students are subject to the search of their person, bags, vehicles, and athletic lockers at any time.

Harassment or Assault: Harassment or assault of a teacher, student, or group of students will not be tolerated. The student will be suspended pending an investigation and conference with the Head of School. Verified incidents may result in the student being recommended for expulsion from school or receiving mandatory counseling.

Sexual Harassment: Peer sexual harassment is strictly forbidden at this school, on its premises and during its programs and activities. Peer sexual harassment is any unwelcomed physical or verbal conduct of a sexual nature, such as touching or grabbing or sexual comments, directed at a person because of his or her sex, which interferes with the ability of a student or students to receive an education. Students are expected to treat their fellow students with dignity and respect at all times on school property and in school programs and activities. Disciplinary action may result from violations of this anti-harassment policy. Violations of this policy may be reported to teachers or administrators. The school strongly encourages students to report sexual harassment immediately. This school will take prompt and fair action to investigate any report and to stop the harassment.

Weapons: Knives (of any size), guns, any explosive device, and weapons of any kind are prohibited. This includes “defensive” weapons such as pepper spray. The police will be contacted if appropriate. The student will be suspended pending an investigation and conference with the Head of School. Guns may not be stored in cars parked on campus grounds.

Drugs and Alcohol: A student found to be using, possessing, or distributing drugs or alcohol will be suspended pending an investigation and a conference with the Head of School. All students are subject to random drug tests at any time.

Bullying: Bullying is a behavior which is subject to the school’s discipline policy, regardless of whether it occurs on or off campus. Bullying takes many forms such as verbal, physical, or written threats. It can occur in a variety of places such as school, neighborhoods, online (including social media) and texting.

The following definition will be used as a guideline to determine if a behavior is considered “bullying.” This is not an exhaustive definition, only a framework.

“Bullying is unwanted, willful behavior that involves a real or perceived threat(s) and/or intimidation.”

Three questions will assist in determining if a behavior is considered “bullying”:

1. Is it repeated, persistent, and/or pervasive?
2. Was there an intentional display of force, intimidation, or humiliation (real or perceived)?
3. What is the level of disruption in the orderly operation of the classroom and/or school environment?

Honor Code: I commit to love my neighbor as myself and to:

- Not lie, cheat, plagiarize or steal nor knowingly assist another student in doing so
- Treat my fellow students with dignity and respect at all times
- Refrain from inappropriate physical or verbal conduct
- Hold myself accountable to this code

The student will be asked at the beginning of the school year to pledge himself to upholding this code. Any student **suspected** of violating the code will be investigated and parents will be contacted by his teacher, and may be referred to the administration for action. Any student **violating** the code will be referred to the administration for appropriate actions. Academic infractions such as plagiarism and cheating will be addressed by the teacher and forwarded to the administration for action. This could include the student meeting the Faculty Council/Honor Review Board (FC/HRB).

Electronic Devices: The use of personal cellular phones*, iPods, tablets, cameras, and similar devices are permitted for instructional purposes only and only with permission of the instructor. *No electronic devices, phones, headphones, etc. are to be used outside of the classroom without the expressed consent of the administration.* **If a device is used inappropriately, the staff/faculty member will confiscate the device and issue a behavior warning. The device will be returned to the student – either by the teacher or by the office – at the end of the school day (see School Hours). Repeated violations will result in the requirement of the parent to pick up the device from the office.**

***High School Phone Policy:** Phones are only permitted in class at the teacher's discretion. Phone use will not be allowed outside of the classroom. The phone will be confiscated if seen outside of the classroom. After the second violation, disciplinary action may be taken, and the parent may be required to come to the office to collect the phone. *No electronic devices, phones, headphones, etc. are to be used outside of the classroom without the expressed consent of the administration.*

Classroom and School Behavior: A teacher will employ a variety of management techniques including behavior warnings and contacting the parent to control the behavior of our students in the classroom and on school grounds. When this fails, the student will receive a referral and appropriate consequence. If a student is given an "Out of School Suspension," the student will either be picked up by the parent or given permission to leave school. Missed school work due to a suspension will only receive a maximum grade of 80.

Detention: Detention will be held before or after school. When it has been determined that a student must be detained in detention, the student or parents will be notified by phone and/or email to schedule the detention. It then becomes the responsibility of the parents to provide the student with transportation home upon the completion of detention.

Students must attend detention on the date assigned or an additional detention will automatically be assigned. Missing another detention will result in OSS. If the parent has transportation concerns, only the parent may call the office to request that the day be changed. Detention dates will not be changed for extra-curricular practices or tryouts. A student who habitually fails to report to detention may be recommended to the administration for action and/or expulsion.

Student Only Status

Student Only Status prevents a student from participating in or attending extracurricular activities including, but not limited to athletics, clubs, games, prom, senior night, drama productions, and field trips.

Disciplinary Probation/Contract: A student may be placed on disciplinary probation by the administration.

***Disciplinary probation may include the permanent exclusion from the National Honor Society/Junior National Honor Society (NHS/JNHS) and will include the loss of exam exemption privilege for the year.** This probation can stipulate that further behavioral problems may result in expulsion or loss of re-enrollment privilege. Disciplinary probation will remain in effect as stipulated by letter. The student, parents, and the administration will write a contract addressing behavioral and academic requirements of the student. The contract must be signed and accepted in order for the student to remain enrolled. **If any part of the Behavior Contract is broken, the student may be expelled or asked to withdraw.**

****Subject to NJHS/NHS guidelines and the FC/HRB.***

Each teacher is the first line of authority and has a classroom management plan approved by the administration. This system is used to correct minor behavior issues. First Baptist School believes that all students receive fair and consistent discipline when school rules are violated. Therefore, the guidelines below were developed to ensure that consistent discipline is implemented and administered. Each student will be instructed in this disciplinary system each year. Minor infractions will be handled in the classroom and continual discipline issues will be handled by the administration. Each infraction will be classified as a level 1 to level 4 behavior.

LEVEL ONE BEHAVIORS

1st-4th Grade: These behaviors will be subject to a meeting with the teacher and loss of a privilege.

5th-12th Grade: These behaviors will be subject to silent lunch, detention and/or loss of device. Repeated offenses will cause a student to be subject to more severe disciplinary action.

Being out of class without permission	Chewing gum or eating in class
Disrespectful behavior	Disruptive during class
Dress code violation. Haircut, color, etc.	Failure to stay for an after school detention
Inappropriate behavior/Failure to respect others	Inappropriate comments
Littering	Not returning signed documents
Antagonizing other students/not keeping hands to self and reckless play or behavior	Throwing food or careless behavior in the cafeteria
Unauthorized use of electronics (phones, earphones, computers, etc.)	General profanity

LEVEL TWO BEHAVIORS

1st-4th Grade: Loss of privilege and conference with teacher, administration and parent. .

5th-12th Grade: These behaviors will be subject to detention and/or loss of device and/or Saturday School. Saturday school incurs a \$100 fine. Repeated offenses will cause a student to be subject to more severe disciplinary action.

Being dishonest with faculty or staff	Behavior that results in removal from detention
Damaging school property	Excessive level one behaviors
Leaving school grounds without permission or unauthorized class or activity absence	Inappropriate public display of affection
Unauthorized class walkout	Refusing to obey teachers or staff
Taking someone's property without permission; stealing	Talking or playing in chapel
Excessive tardiness to class	Repeated offenses of use of non-school related items in use during school day

LEVEL THREE BEHAVIORS

1st-4th Grade: These behaviors upon Administrative review, will be subject to In-School suspension or sent home for the day.

5th-12th Grade: These behaviors upon Administrative review, will be subject to Saturday School with a \$100 fine or Suspension (1-3 days).

Any act that is detrimental to the school, staff or students	Being dishonest with administration
Excessive level two behaviors	Fighting or provoking a fight on campus
Forgery on any school official document	Illegal entry to school building or property
Intimidation/Bullying	Leaving school grounds without permission or unauthorized class or activity absence
Major disobedience or disrespect	Computer Usage Agreement Violation
Possession of or detonating fireworks, chemical devices, or explosives	Theft or possession of stolen goods
Cheating on a quiz, homework, or tests (Honor Review Board/Faculty Council)	Unauthorized setting off of a fire alarm, destroying or disabling fire extinguishers/calling 911
Threatening bodily injury to another student	Tobacco, Vaping/Vape materials, E-Cigs, juuls, etc. during school and school activities

LEVEL FOUR BEHAVIORS (On or Off Campus)

1st-4th: These behaviors, upon Administrative review, will be subject to suspension or request for withdrawal or expulsion.

5th-12th Grade: These behaviors, upon Administrative review, will be subject to Suspension (up to ten days), request for withdrawal or expulsion

Repeated cheating incidents (Honor Review Board/Faculty Council)	Any act that is detrimental or disrupts school environment, including any technology violations
Destruction of school property/Vandalism	Drug/Alcohol: Possession, sale, use, distribution or being under the influence of
Excessive level three behaviors	Obscene language, profanity, or gestures directed towards staff
Physical violence against a staff member	Possession of or assault with a weapon
Inappropriate comments or social media posts regarding race, religion, gender	*Sexual immorality (heterosexual or homosexual), lewd conduct, sexting, pornography, soliciting/distribution, etc.
Terroristic threats directed to students, staff, or towards the school	Anything related to gang activity

***Not an all-inclusive list and not limited only to those listed**

***School Administration reserves the right to discipline for items not listed above**

Additional Notes:

- OSS: student may receive a maximum grade of 80 on work missed due to OSS.
- A parent conference with the administration may be required after an ISS or OSS.
- Students not attending or behaving properly at a Saturday School will be assigned an OSS.
- OSS does not permit the student to attend school events during the OSS duration (including athletics).
- Athletics or extracurricular activities does not excuse students from Saturday School or OSS.
- Students who receive two Saturday School or one OSS lose exam exemption privileges.

Computer Usage Agreement

Definition of Use: The use of any FBS network resource constitutes use whether or not the user has a network account. FBS has a local network of computers with Internet access. Use of the FBS network is a privilege dependent on agreement to and compliance with this **Usage Agreement**. Any known abuse of the network should be reported to Network Administration.

I. Appropriate Network Activity

A. The purpose of the network is to enhance the educational environment. Appropriate activities include electronic mail, Internet browsers and other resources. All users are expected to use these resources in a manner that is respectful of others and in accordance with all laws governing electronic communications.

B. Gaining access to or attempting to gain access to resources or files, which are not for public access, is prohibited. Gaining access to or attempting to gain access to remote systems as an unauthorized user is prohibited.

C. Mailing, viewing, downloading, uploading, copying, forwarding, creating, storing, or sending any inappropriate material is prohibited. ***Inappropriate materials*** includes but is not limited to: pornographic or obscene material; material insulting to ethnic, religious or other groups; personally insulting or disrespectful material; material which threatens a person's well-being or safety; false or misleading statements or documents; and chain letters.

D. Malicious mischief is prohibited. This includes but is not limited to:

1. Damaging equipment
2. Modifying any workstation setup
3. Spamming the network - flooding the system or a user with unwanted data
4. Intentional introduction of viruses
5. Spoofing mail - faking the true origin of a mail message
6. Destruction, appropriation or modification of another's data
7. Cracking or learning another's password by any method
8. Downloading any program(s) without permission of the Network Administration

II. FBS Network Administration

A. All users should be aware that the Network Administration cannot absolutely guarantee the confidentiality of a user's files or communications. Extremely sensitive material should not be stored on the system.

B. FBS and the Network Administration are not responsible for the loss of data due to system failure, either hardware or software. It is recommended that important data be stored off line for backup (a jump drive).

C. All network activities may be audited by the Network Administration.

D. All files on the FBS system may be viewed, executed, deleted, copied, restricted or compressed by the Network Administration.

E. The Network Administration has the right to grant or deny access to network computer resources depending on system requirements, memory space needed, school policy and history of past activities by the user.

F. There may be a storage quota imposed on an account. It is the responsibility of the user to know and maintain the limit.

III. Passwords

A. Every account will have a username and a password. Account owners have responsibility for all use of their accounts.

B. Passwords are for the security of the owner of the account. They may not be divulged to any other person. They should not be written down nor stored on any shared system.

C. Passwords should be changed periodically.

D. Users should be aware of current guidelines for the creation and maintenance of secure passwords.

IV. Off Campus Usage

A. Parents and their children are responsible for online content that has been made public and reflects negatively on the school or employee, or poses a threat to another student or employee. There is no expected privacy on-line.

B. The school reserves the right to address any content that impacts negatively on the school or an employee, or is considered student-to-student bullying.

C. Parents should consider the following:

- Attach rules to the usage of on-line electronics at home.
- Move the computer out of the child's room if any misuse is detected.
- Teach your child not to share passwords, their name, or home address.
- Install monitoring and filtering software.
- Monitor your child's screen name and Web sites.
- Ensure your child understands that posting pictures or auditory recordings of school employees or students without their expressed permission may be illegal and will be subject to review under paragraphs A and B above.
- Ensure that your child understands that cyber bullying or harassment may be illegal and is subject to review under paragraphs A and B above.

IV. Consequences for Breach of Agreement: See School Discipline Plan

Pre-School & Kindergarten Discipline Policy

Each kindergarten teacher is the first line of authority and has a classroom management plan approved by the administration. This system is used to correct minor behavior issues. At this age, we realize that students are learning how to behave in a classroom environment. **Teachers are trained to help support and teach children when minor behavior issues occur. If these behaviors continue, the teacher will contact the parents and then administration to come up with a behavior plan.** To establish guidelines for major student discipline at FBS in the pre-school and kindergarten and as a protection for your child and others, the following behaviors are unacceptable in FBS classrooms:

- Disobedience
- Interrupting class continuously
- Throwing objects
- Horseplay
- Running in hallways
- Hitting, punching, kicking, or other inappropriate uses of hands and/or feet
- Offensive language (i.e. name-calling, teasing etc.)
- Spitting
- Any distraction that causes a teacher not to be able to teach or a student not to be able to learn
- Acting out aggressively when corrected or when playing with other children

Consequences for these behaviors are as follows: **These are put into place when the teacher notices that the classroom management plan is not working for the child or if it is a major offense such as acting out aggressively, using physical force, etc...**

- 1st offense- Teacher conference with the child and parents contacted. Teachers are continually talking with the children about being good friends and using words. When these things are not working, the parents will be contacted.
- 2nd offense- Loss of privilege and parents contacted
- 3rd offense- Write up and conference with administration
- 4th offense- In-school **Cool off Day where the child will not be permitted into the classroom setting**
- 5th Offense- Day out of school to reset and start fresh the next day

*In extreme circumstances, the parent(s) will be called to get the child, and the child will not be allowed to return until the following day. This is for the child to have a cool off/reset day and start fresh when they return. A conference will be held upon return to school.

* If we do not see improvements with the behaviors after implementing a behavior plan and consequences, a meeting with administration will be requested and possible withdrawal from school will be requested.

Lower and Middle School Academics

Grades K-8

Grading Scale Grades 1-8

Distance Learning: During forced school shutdowns First Baptist School may initiate our “Distance Learning Plan” (DLP) for grades K2-12. The DLP will be specifically designed to meet the needs of each grade level and ensure that all students are receiving instruction that meets our academic standards. Respective campus administrations will communicate guidelines and protocols with all students and families if the DLP is enacted. The DLP will be considered official school days and attendance for all students is required and work is expected to be completed.

First Baptist School has adopted the South Carolina Uniform Grading System. By adopting the below system, our students will be eligible for state sponsored scholarships.

90-100	A
80-89	B
70-79	C
60-69	D
59 and below	F

Exams

Only 6th-8th Grade students will have exams. They will take place at the end of each semester. The exam schedule will be communicated by the administration.. Exams will count as 20% of their final semester average. 6th grade students will only take Math and ELA exams.

SECOND SEMESTER EXAMS: Any student in grade 8 may exempt an exam in any subject with a “90” mark for the second semester and have not received a suspension, be on probation, or have been punished by the Discipline Board at any time during the year. *Excessive absences /tardies will preclude a student from exemption of exams. Discipline issues could also prevent exemption.*

HONOR SOCIETIES AND ACADEMIC AWARDS

Awards Ceremonies: Awards will be held at the end of the school year for 1st-4th and 5th-8th. Dates will be communicated by administration.

Junior Honor Society: In the spring of 1966, the John Rhodes Chapter of the Junior Honor Society was chartered by the national organization. Its aims and purposes are the same as the National Honor Society. Students from grades 7 – 9 with a cumulative “90” numerical grade average or above for those grades in the four core classes and foreign language and who meet the other selection criteria listed for the National Honor Society are eligible for selection for membership. A new student must have attended FBS for one semester and received a “90” or higher on their first report card in the four core classes and foreign language. To remain in the society, the student must maintain a cumulative numerical average of “90.”

Academic Awards 3rd-8th: There is one honor roll for which a student may be recognized at the end of each year: To be named to the **Head of School’s Honor Roll**, a student must have an overall average of “95” or above. To achieve **Principal's Honor Roll**, a student must have an overall average from “89” through “94.” A suspension or behavioral probation will make the student ineligible for either of these honors for the given year.

ACADEMIC REGULATIONS

Academic Philosophy: It is imperative that each student is prepared daily for each subject. It is also imperative that parents require their child to do his best through daily study and preparation. Academic integrity is critical for the full development of the student and for maintaining the standards of the school

ACADEMIC INTEGRITY

Academic integrity is defined as completing one's own assigned work without unauthorized help from outside sources or persons. Cheating and plagiarism are violations of the honor code and compromise academic integrity. Students found to have compromised academic integrity will be subject to the Faculty Council/Honor Review Board (FC/HRB) in grades 5-12.

PLAGIARISM

(The following information is taken from the website www.plagiarism.com)

"What is Plagiarism?" *Plagiarism.org* N.p., n.d. Web. 18 May 2017

Many people think of plagiarism as copying another's work or borrowing someone else's original ideas. But terms like "copying" and "borrowing" can disguise the seriousness of the offense:

According to the Merriam-Webster online dictionary, to "plagiarize" means:

- to steal and pass off (the ideas or words of another) as one's own
- to use (another's production) without crediting the source
- to commit literary theft
- to present as new and original an idea or product derived from an existing source

In other words, plagiarism is an act of fraud. It involves both stealing someone else's work and lying about it afterward.

But can words and ideas really be stolen?

According to U.S. law, the answer is yes. The expression of original ideas is considered intellectual property and is protected by copyright laws, just like original inventions. Almost all forms of expression fall under copyright protection as long as they are recorded in some way (such as a book or a computer file).

All of the following are considered plagiarism:

- turning in someone else's work as your own
- copying words or ideas from someone else without giving credit
- failing to put a quotation in quotation marks
- giving incorrect information about the source of a quotation
- changing words but copying the sentence structure of a source without giving credit
- copying so many words or ideas from a source that it makes up the majority of your work, whether you give credit or not (see our section on "fair use" rules)

Most cases of plagiarism can be avoided, however, by citing sources. Simply acknowledging that certain material has been borrowed and providing your audience with the information necessary to find that source is usually enough to prevent plagiarism.

What about images, videos, and music?

Using an image, video or piece of music in a work you have produced without receiving proper permission or

providing appropriate citation is plagiarism. The following activities are very common in today's society. Despite their popularity, they still count as plagiarism.

- Copying media (especially images) from other websites to paste them into your own papers or websites.
- Making a video using footage from others' videos or using copyrighted music as part of the soundtrack.
- Performing another person's copyrighted music (i.e., playing a cover).
- Composing a piece of music that borrows heavily from another composition.

Certainly, these media pose situations in which it can be challenging to determine whether or not the copyrights of a work are being violated. For example:

- A photograph or scan of a copyrighted image (for example: using a photograph of a book cover to represent that book on one's website)
- Recording audio or video in which copyrighted music or video is playing in the background.
- Re-creating a visual work in the same medium. (for example: shooting a photograph that uses the same composition and subject matter as someone else's photograph)
- Re-creating a visual work in a different medium (for example: making a painting that closely resembles another person's photograph).
- Re-mixing or altering copyrighted images, video or audio, even if done so in an original way.

The legality of these situations, and others, would be dependent upon the intent and context within which they are produced. The two safest approaches to take in regards to these situations is: 1) Avoid them altogether or 2) Confirm the works' usage permissions and cite them properly.

FACULTY COUNCIL/HONOR REVIEW BOARD (FC/HRB)- GRADES 5-12

In cases of academic infractions (cheating or plagiarism), the student will meet the FC/HRB. The board is composed of teachers from different subject areas who will review the case to determine the extent of the infraction and recommend punishment. The Head of School will receive the recommendation and may add to or subtract from the recommended punishment. In cases where the student is a member of the NHS/NJHS, the faculty council will meet to determine how the infraction affects the student's standing in the Honor Society (per NHS/NJHS guidelines).

Punishments for violating the honor code could include loss of credit on the assignment, academic probation, and/or detentions/suspensions. Multiple violations could result in a recommendation of dismissal.

Math Requirement:

Starting in grade 6, students will be placed in a grade level course or advanced course. Each student will be evaluated at the end of each year for placement the following year.

Moving math levels: Moving from any level must be done before October 15 and requires approval from teachers, parents, and administration. The administration may review and recommend moving at the quarter break.

The student's record will reflect all courses taken and the grade earned, with the following exception: students taking courses for a Carnegie unit in the 8th grade prior to their 9th grade year may retake any such course during their 9th grade year. In this case, only the 9th grade retake grade will be used in figuring the student's GPA and only the 9th grade attempt will show on the transcript. This rule will apply whether the grade earned is higher or lower than the pre-ninth grade attempt.

To ensure that students are sufficiently prepared for high school math, students receiving a final grade of 76 or below in Algebra 1 will be required to retake the class in 9th grade. The 8th grade final grade will be replaced with the new grade.

ACADEMIC ASSISTANCE:

A student who is failing may be required to stay for the teacher's extra help sessions until passing.

ACADEMIC PROBATION:

Administration reserves the right to require academic probation based on student performance.

A student failing two or more core subjects will be identified at the end of the first semester, his/her parents notified by letter, and tutoring will be advised to start immediately.

At the end of the school year, if the same student is still failing core subjects they will not be promoted until the requirements set forth by the administration have been met. The student will also start the following school year on probation.

Promotion Requirements: In order to be promoted to the next grade a student must pass all core subjects for the year. If a student ends the second semester failing more than one core subject, they will not be promoted to the next grade until they have met the requirements set forth by the administration. The student may have to attend summer school or be retained in his/her current grade if this requirement is not met.

In order to be promoted or enter the K3 program, your child must be fully potty trained. In extreme circumstances your child will be dismissed from the K3 program until they are potty trained. Their spot will be saved for when they are ready to return to school.

FAILING A CLASS: Students that fail a course by receiving a final grade of 59 or below will need to take summer school or receive tutoring over the summer.

SUMMER SCHOOL: A student is required to successfully complete a valid summer school program approved by First Baptist School. Summer work may be done with FBS, a local accredited school or teacher with approval of the administration. A list of tutors and classes can be found on RenWeb. Summer school guidelines are:

- Instructors are required to have a degree in the given area and approval of the administration. These instructors will use FBS texts, course objectives and exams unless specified.
- Non-FBS tutors must use the school's curriculum, text, and exams for full course instruction.
- Parents instructing their own children must be certified by the SC Home School Association.
- All SACS accredited agencies may instruct students for credit.
- Students having below a "60" must be instructed in all of the objectives of the course and will have the first attempt recorded as a failure along with the summer school grade recorded separately.
- Failure in a laboratory science requires a lab component.

ATHLETICS: A student athlete must complete all homework and projects as scheduled.

STANDARDIZED TESTING: Each student is required to take a battery of standardized tests each year. These tests – except for the SAT and ACT – are given at school on a school day. The dates for each of these school-held testing sessions are listed in the yearly calendar. It's imperative that the student takes the test(s) on the assigned date(s) because some of these tests do not allow for make-up sessions. The tests administered are:

Grades K5-8: A form of the Stanford Achievement Tests. When scores are received, your child's teacher will be available to meet with you to go over test results, by appointment only. Test results will be sent home in report cards at the end of school.

Field Trips

There will be Field Trips planned for your child throughout the school year (K3-12th). A Field Trip Permission Form is signed by each child's parents at the beginning of school. When a bus is required for a field trip, three year-old students must be in a seat belt. A list of students and teachers on the bus must be given to the office and to the bus driver before leaving campus. Students are to wear purple polo school uniform shirts when they go on field trips, unless there is different information from the child's teacher. K2-K4 will be tracked as they enter and exit the bus on a tracking form.

Tracking (K2 through K4)

Teachers of K2 through K4 will document where students are throughout the day. A form will be provided for each teacher and these forms will be kept on file in the classroom. All students will be tracked during field trips as they enter and come off the bus.

Toys

Please do not let your child/children bring toys to school. It is sometimes hard for children to share and this can cause problems in the classroom. Also, some toys can be costly and we would hate for them to get broken, left at school, or misplaced. The exception to this request is a note from your child's teacher saying they may bring a toy for Show and Tell or a special activity or occasion in the classroom.

Permanent Records

All children's Permanent Records are located in the file cabinets in the Lower School Office. This office is always attended and at the end of the day is secured and locked.

LUNCH

K through 12th Grades

Students may bring bag lunches to school or they may pre-order lunches online from Schoolhouse Fare:

All lunch orders will be placed 2 weeks in advance or up to 12pm the day before through the Schoolhouse Fare online ordering website. Information about ordering can be found on our website under the resource page. Once you have signed up, a link will be sent out to parents when online ordering is open. The lunch menu will change monthly to allow for a variety of choices.

Students in grades K-8 will not have the capability to warm food up due to limited space and construction.

Upper School Academics

Grades 9-12

ACADEMIC REGULATIONS

Distance Learning: During forced school shutdowns First Baptist School may initiate our “Distance Learning Plan” (DLP) for grades K2-12. The DLP will be specifically designed to meet the needs of each grade level and ensure that all students are receiving instruction that meets our academic standards. Respective campus administrations will communicate guidelines and protocols with all students and families if the DLP is enacted. The DLP will be considered official school days and attendance for all students is required and work is expected to be completed.

ACADEMIC PHILOSOPHY

It is imperative that each student is prepared daily for each subject. It is also imperative that parents require their child to do his best through daily study and preparation. Academic integrity is critical for the full development of the student and for maintaining the standards of the school.

ACADEMIC INTEGRITY

Academic integrity is defined as completing one’s own assigned work without unauthorized help from outside sources or persons. Cheating and plagiarism are violations of the honor code and compromise academic integrity. Students found to have compromised academic integrity will be subject to the Faculty Council/Honor Review Board (FC/HRB).

PLAGIARISM

(The following information is taken from the website www.plagiarism.com)

“What is Plagiarism?” *Plagiarism.org* N.p., n.d. Web. 18 May 2017

Many people think of plagiarism as copying another's work or borrowing someone else's original ideas. But terms like "copying" and "borrowing" can disguise the seriousness of the offense:

According to the Merriam-Webster online dictionary, to "plagiarize" means:

- to steal and pass off (the ideas or words of another) as one's own
- to use (another's production) without crediting the source
- to commit literary theft
- to present as new and original an idea or product derived from an existing source

In other words, plagiarism is an act of fraud. It involves both stealing someone else's work and lying about it afterward.

But can words and ideas really be stolen?

According to U.S. law, the answer is yes. The expression of original ideas is considered intellectual property and is protected by copyright laws, just like original inventions. Almost all forms of expression fall under copyright protection as long as they are recorded in some way (such as a book or a computer file).

All of the following are considered plagiarism:

- turning in someone else's work as your own
- copying words or ideas from someone else without giving credit
- failing to put a quotation in quotation marks
- giving incorrect information about the source of a quotation
- changing words but copying the sentence structure of a source without giving credit
- copying so many words or ideas from a source that it makes up the majority of your work, whether you

give credit or not (see our section on "fair use" rules)

Most cases of plagiarism can be avoided, however, by citing sources. Simply acknowledging that certain material has been borrowed and providing your audience with the information necessary to find that source is usually enough to prevent plagiarism.

What about images, videos, and music?

Using an image, video or piece of music in a work you have produced without receiving proper permission or providing appropriate citation is plagiarism. The following activities are very common in today's society. Despite their popularity, they still count as plagiarism.

- Copying media (especially images) from other websites to paste them into your own papers or websites.
- Making a video using footage from others' videos or using copyrighted music as part of the soundtrack.
- Performing another person's copyrighted music (i.e., playing a cover).
- Composing a piece of music that borrows heavily from another composition.

Certainly, these media pose situations in which it can be challenging to determine whether or not the copyrights of a work are being violated. For example:

- A photograph or scan of a copyrighted image (for example: using a photograph of a book cover to represent that book on one's website)
- Recording audio or video in which copyrighted music or video is playing in the background.
- Re-creating a visual work in the same medium. (for example: shooting a photograph that uses the same composition and subject matter as someone else's photograph)
- Re-creating a visual work in a different medium (for example: making a painting that closely resembles another person's photograph).
- Re-mixing or altering copyrighted images, video or audio, even if done so in an original way.

The legality of these situations, and others, would be dependent upon the intent and context within which they are produced. The two safest approaches to take in regards to these situations is: 1) Avoid them altogether or 2) Confirm the works' usage permissions and cite them properly.

FACULTY COUNCIL/HONOR REVIEW BOARD (FC/HRB)

In cases of academic infractions (cheating or plagiarism), the student will meet the FC/HRB. The board is comprised of teachers from different subject areas who will review the case to determine the extent of the infraction and recommend punishment. The Head of School will receive the recommendation and may add to or subtract from the recommended punishment. In cases where the student is a member of the NHS/NJHS, the faculty council will meet to determine how the infraction affects the student's standing in the Honor Society (per NHS/NJHS guidelines).

Punishments for violating the honor code could include loss of credit on the assignment, academic probation, and/or detentions/suspensions. Multiple violations could result in a recommendation of dismissal.

CORE CURRICULUM

High school students will complete a minimum of 26 units of high school credits to graduate from FBS. One unit of high school credit is awarded for each full year course and one half credit for a semester course subject. Each student in grades 9 – 11 is required to take a full course load. Seniors will take and pass a minimum of four core courses on campus.

A student who takes a college course off or on campus, as a dual credit or concurrent student, will receive one unit of credit for each successfully completed 3 or 4 hour college semester course and the grade received will be noted on the student's transcript and used in GPR calculations. Dual credit students taking a required course for graduation must complete both semesters even if this increases the total number of credits beyond the minimum (see graduation

requirements.)

GRADUATION REQUIREMENTS

To receive a First Baptist School diploma, a student must complete the below high school courses. (Note 1 & Note 2)

English:	English 9 English 10 English 11 English 12
Mathematics:	Algebra 1 Geometry Algebra 2 Algebra 3/Trig or Pre-Calculus *All students must take a math class EACH year (9-12) in high school
Science:	Biology 1 Chemistry 1 3 rd Lab Science 4 th Lab Science
Social Studies:	Ancient History European History U.S. History Government/Economics (Note 3)
Christian Philosophy and Religion (4 required):	Life/Philosophy of Christ Comparative Religions Christian Doctrine The Life & Works of C.S. Lewis Spiritual Formation and Leadership Christian Apologetics Christian Ethics
Language:	Spanish 1 or French 1 Spanish 2 French 2 Spanish 3 French 3 (Note 4)
Arts:	1 Unit
Physical Education:	1 Unit
Computer:	1 Unit

Note 1: All courses required for graduation must be taken on campus. Online courses for credit are allowable only for a scheduling conflict or extenuating circumstances. Online courses must be through an agency that is accredited and must be approved by the college counselor/administration before the course is taken (see note 5).

Note 2: New enrollees will follow a plan set by administration that will fit the above plan as closely as possible.

Note 3: Government and Economics are ½ unit courses.

Note 4: All students must take three years of the same modern spoken language.

Note 5: Any exception to the above requirements or notes must be appealed through the administration.

Drop/Add Deadlines: September 18* is the last official day to drop or add a class. Any requests after this date will require a parent conference with school administration (including guidance/college counseling). Should a student drop a core class and move to another in the same subject area, the grades will follow with the student to be calculated as a part of their final grade.

Promotion Requirements: In order to be promoted to the next grade a student must pass sufficient core subjects to meet graduation requirements by the end of their senior year. The student may have to attend summer school in order to be retained in his current grade if this requirement is not met.

ACADEMIC ASSISTANCE:

Teachers will stay after school on Mondays and Thursdays until 4:00 pm to offer additional academic assistance. A student who is failing may be required to stay after school with the teacher of the failing subject(s) on Tuesdays & Thursdays or until such time as the student is passing.

ACADEMIC PROBATION:

*The administration reserves the right to require academic probation based on a student's performance. A student who fails one or more classes will be identified at the end of the first semester, his parents notified, and tutoring will be advised to start immediately.

At the end of the school year, if the same student is still failing any class, he will be placed on Academic Probation by letter, and required to attend and pass summer school or retake the failed courses the following year if scheduling permits.

During the next school year this student will be on Academic Probation. The student may be required to attend after-school tutoring. An academic review of the student's progress in each class will be held at the midpoint of the fall semester, and further recommendations may be made to the family. If this student is failing at the end of the 1st semester, the student's parents will be notified that he/she may not be re-enrolled if the student fails at the end of the school year in which he/she is on probation.

Service Hours: Students in grades 9 through 12 are strongly encouraged to complete 10 hours of Community Service each school semester. Community Service hours for an upcoming school year may be completed during the summer months.

Service opportunities on the pre-approved list do not require completion of the Community Service Proposal Form. Other opportunities (not on the pre-approved list) require completion of the Community Service Proposal Form prior to the completion of the service. All community service hours must be completed outside of regular school hours. A limit of 5 hours per semester may be completed at school sponsored functions.

Community Service hours must be freely given. The student may not be compensated for their service. Service hours will be documented by the service coordinator and documentation will consist of a signed Community Service Form by an approved supervising adult. Students should keep a copy of all forms submitted.

Pre-approved list of community service opportunities:

- Service completed with a church group or at a local church
- Lowcountry Orphan Relief
- Lowcountry Food Bank
- Crisis Ministries

- Water Missions International
- Habitat for Humanity
- Star Gospel Mission
- 180 Place
- School sponsored events

Requirements for community service opportunities (other than the pre-approved list):

- Students must complete a Community Service Proposal Form and submit it for approval to the service coordinator prior to completion of the service
- All community service must be performed during **non-school hours**
- Only half of the hours may be completed at school sponsored functions

Activities that do not count as community service:

- Family related activities
- Hours that are compensated either financially or with some other material benefit
- Court mandated community service
- Service for promoting a political candidate
- Activities that are course requirements
- An activity where there is no leader or responsible adult on site to evaluate and confirm student performance
- Donations (ex. blood, Locks of Love)

GRADING

First Baptist School has adopted the South Carolina Uniform Grading System. By adopting the below system, our students will be eligible for state sponsored scholarships.

It is the policy of First Baptist School to rank all students in grades 9-12 at the end of each school year. Rank is available to students, parents, and colleges upon request.

<u>Grade</u>	<u>CP</u>	<u>HON</u>	<u>AP/DC</u>
100	5.000	5.500	6.000
99	4.900	5.400	5.900
98	4.800	5.300	5.800
97	4.700	5.200	5.700
96	4.600	5.100	5.600
95	4.500	5.000	5.500
94	4.400	4.900	5.400
93	4.300	4.800	5.300
92	4.200	4.700	5.200
91	4.100	4.600	5.100
90	4.000	4.500	5.000
89	3.900	4.400	4.900
88	3.800	4.300	4.800
87	3.700	4.200	4.700
86	3.600	4.100	4.600
85	3.500	4.000	4.500
84	3.400	3.900	4.400
83	3.300	3.800	4.300
82	3.200	3.700	4.200
81	3.100	3.600	4.100
80	3.000	3.500	4.000
79	2.900	3.400	3.900
78	2.800	3.300	3.800
77	2.700	3.200	3.700
76	2.600	3.100	3.600
75	2.500	3.000	3.500
74	2.400	2.900	3.400
73	2.300	2.800	3.300
72	2.200	2.700	3.200
71	2.100	2.600	3.100
70	2.000	2.500	3.000
69	1.900	2.400	2.900
68	1.800	2.300	2.800
67	1.700	2.200	2.700
66	1.600	2.100	2.600
65	1.500	2.000	2.500

64	1.400	1.900	2.400
63	1.300	1.800	2.300
62	1.200	1.700	2.200
61	1.100	1.600	2.100
60	1.000	1.500	2.000
59	0.900	1.400	1.900
58	0.800	1.300	1.800
57	0.700	1.200	1.700
56	0.600	1.100	1.600
55	0.500	1.000	1.500
54	0.400	0.900	1.400
53	0.300	0.800	1.300
52	0.200	0.700	1.200
51	0.100	0.600	1.100
WF	0.000	0.000	0.000
WP	0.000	0.000	0.000

* In an effort to allow our students to compete on an equal footing with students across the country, any grade below 60 in a College Prep, Honors or *Dual Credit*** course taught at First Baptist is failing. This is in alignment with the SC Uniform 10-point grading scale.

**A minimum grade of 71 is necessary to continue to the second semester of a Dual Credit class. For example, a grade of 71 and above in ENG 101 (first semester) would allow a student to take ENG 102 (second semester).

Students who pass a class (60 or above) and receive credit will not be permitted to take the class again for grade or credit. The student may audit the class to reinforce the skills and objectives if desired.

First Baptist accepts and classifies transfer credits or grade placements from schools that are accredited by regional accrediting agencies that are part of the Commission on International and Trans-Regional Accreditation without further validation.

Unless the sending institution provides numerical averages, the following conversion system will apply:
A=95; B=85; C=75; D=65; F=55

A grade of P (passing) received from another school would be converted to a numerical designation based on information secured from the sending institution as to the approximate numerical value of the "P." The receiving school will make the final determination regarding the conversion of a grade P into the uniform grading scale.

The grading scale and system for figuring GPA and class rank will apply to all courses carrying Carnegie units, including units earned at the middle school level.

Rounding of Grades: For the semester average, if the resulting average ends up with a ".50" or above, the grade will be rounded up to the next whole number.

With the first full day of class as the baseline, students who withdraw from a course within 5 days in a 90-day course or 10 days in a 180-day course will do so without penalty. Students who withdraw from a course after the specified time shall be assigned a "WF" and the "F" will be calculated in the student's overall grade point average/ratio. The

5 and 10-day limitations for withdrawing from a course without penalty does not apply to course or course level changes initiated by administration.

Moving from Honors to CP: Moving from Honors level to College Prep (CP) level must be done before October 15 and requires approval from Honors teacher, CP teacher, parents, and administration. The administration may review and recommend moving at the semester break. The current Honors grade will be transferred to the CP class.

The student's record will reflect all courses taken and the grade earned, with the following exception: students taking courses for a Carnegie unit in the 8th grade prior to their 9th grade year may retake any such course during their 9th grade year. In this case, only the 9th grade retake grade will be used in figuring the student's GPA and only the 9th grade attempt will show on the transcript. This rule will apply whether the grade earned is higher or lower than the pre-ninth grade attempt.

Dual Credit Courses: *Dual credit courses incur tuition fees from the accrediting school (college). These fees are not a part of the FBS tuition. Fees are paid through the individual student portal of the college.* These courses are taken under the auspices of Trident Technical College (TTC) and Charleston Southern University (CSU). TTC and CSU certify each course instructor and conduct classroom visits. There will be no exam exemptions of dual credit courses. A grade of "71" must be achieved to move to the next dual credit course (i.e., ENG 101 to ENG 102). A grade of "60" or below will result in the student receiving a passing grade for high school* but will fail the college course.

*-Upon approval of the SC Uniform 10-point Grading Scale

Dual credit courses, whether the courses are taken on or off campus, are defined as those courses for which the student has received permission from his/her home school to receive both Carnegie units and credit at another institution.

There is no auditing of a Dual Credit course. There are no TA opportunities in Dual Credit classes.

A student enrolled in Dual Credit courses must pay all TTC/CSU fees and purchase their own textbook. Class fees (for TTC only) are reduced by the Lottery if 6 hours (two courses) are taken in a semester. If a student takes 3 hours and our instructor teaches the course, then the fee is reduced by half. If the course is instructed by a TTC professor and the student is only taking 3 hours, the fee is the same as if he were taking the course at the TTC campus.

Parents and students should know when the drop date is for each Dual Credit course. If the student drops before that date the course fee is not applied. The student simply drops to a high school course in the same class. If a student drops the TTC course after the drop date, the withdrawal will be on his college transcript at TTC and will be characterized in accordance with their rules.

A Dual Credit student should also keep in mind that his TTC/CSU transcript will be asked for by follow on colleges. South Carolina law will require the transcript to be sent to state colleges if the student attends them after his senior year. The TTC/CSU transcript and the follow on college grades will be averaged to determine continuing eligibility for the Life and Palmetto Scholarships if received.

Dropping a DC course: If a student drops a dual credit course, a fee may be applied by TTC/CSU. This fee may be up to the cost of the full course.

Concurrent Courses: These courses are taken at a local college with the school's permission. Grades from these courses will be included on the transcript if provided by the student.

EXAMS: All non-Dual Credit exams are 20% of each semester's grade. **Dual Credit exam percentage weight is in accordance with Trident Tech policy and will be specified by the individual teacher.**

Students that have a need to rearrange their exam schedule will work on the reschedule prior to exams with all affected teachers. Otherwise, exams must be taken as scheduled.

High School Final Exam Exemption Policy

Excessive absences /tardies may preclude a student from exemption of exams. Discipline issues could also prevent exemption.

Only second semester* final exams may be exempted. Multiple exams may be exempted if the criteria below are met.

*Exception is a one semester class that takes place in the first semester.

For a student to be eligible for final exam exemption, the following criteria must be met:

- A. The student must be a senior or junior
- B. Sophomores who are members of NHS* are eligible to exempt
- C. A student must have a 90 average or above for the course. Seniors must have an 89 or above to exempt
- D. A student may not be on any probation (academic or disciplinary), have been found in violation of the Honor Code, or have been punished by the FC/HRB during the school year
- E. A teacher may require students to take the final exam. Dual credit and AP students are required to take final exams

*- if an NHS member has been put on probation (i.e., grades have fallen below NHS standard), member will **not be eligible** to exempt any exams per the NHS guidelines and policies.

FAILING A CLASS: Students that fail a course by receiving a final grade of 59 or below must retake the course during the next school year, provided that re-taking the class will not interfere with the student's graduation timing. In those cases, a student will be required to take the class in summer school.

SUMMER SCHOOL: A student is required to successfully complete a valid summer school program approved by First Baptist School. Summer work may be done with FBS, a local accredited school or teacher with approval of the administration. A list of tutors and classes will be communicated by the HS office upon request. Summer school guidelines are:

- Instructors are required to have a degree in the given area and approval of the administration. These instructors will use FBS texts, course objectives and exams unless specified.
- Non-FBS tutors must use the school's curriculum, text, and exams for full course instruction.
- Parents instructing their own children must be certified by the SC Home School Association.
- All SAIS/SACS accredited agencies may instruct students for credit.
- Students having below a "60" must be instructed in all of the objectives of the course and will have the first attempt recorded as a failure along with the summer school grade recorded separately.
- Failure in a laboratory science requires a lab component.

ATHLETICS: A student athlete must complete all homework and projects as scheduled.

STANDARDIZED TESTING: Each student is required to take a battery of standardized tests each year. These tests – except for the SAT and ACT – are given at school on a school day. The dates for each of these school-held testing sessions are listed in the yearly calendar. It’s imperative that the student takes the test(s) on the assigned date(s) because some of these tests do not allow for make-up sessions. The tests administered are:

Grades 9, 10 and 11: the PSAT/NMSQT Test developed and graded by the College Board Testing Service. The PSAT/NMSQT is one of the tests that have to be taken on a set date.

Grades 11 & 12: SAT and ACT: Each junior is strongly encouraged to take the SAT by March, and seniors by December. Students in grades 10 - 12 may take the SAT and/or the ACT as many times as they wish. Please remember to state the school code, 410-388, on the registration form to permit the school to receive the results.

*Students requesting accommodations on PSAT/SAT/ACT or other standardized testing should work directly with the testing agency via the agency’s website.

NATIONAL HONOR SOCIETY

The Mary Ellen Brodie Chapter of the National Honor Society was established in 1959. The Honor Society has four broad aims: to stimulate and reward high academic performance, to provide opportunities for the development of constructive leadership qualities, to provide opportunities for community and school service, and to stimulate worthy character development. Our school strives to achieve aims such as these by making available an excellent curriculum under the direction of dedicated Christian teachers.

Eligible students will be inducted in the spring of their 10th grade year.

The selection criteria are:

- “4.0” cumulative grade average or above acquired from any high school credit classes through the first semester of the 10th grade.
- A new student entering with a “4.0” must attend FBS for one semester, retain a FBS “4.0” average, and wait for spring induction.
- Students who were not academically eligible as sophomores but meet the criteria later in later years may be inducted.
- The student must meet the chapter’s requirements of leadership, character, and service. Letters of recommendation may be required. Details will be presented by the NHS chapter advisor.

Candidates for membership must not have failed first semester classes and must be passing all classes as of Winter Break (mid-February).

Any student who has been found in violation of the Honor Code or has been placed on disciplinary probation will be reviewed by the Faculty Council where membership privileges will be evaluated.

Any NHS student that falls below the cumulative “4.0” or fails to demonstrate the qualities/qualifications of an NHS member may be placed on probation notice. This student may also lose any second semester exam exemption privileges.

ACADEMIC AWARDS

Academic awards will be presented in May. Grades for all academic awards, Valedictorian/Salutatorian, and Junior Marshals will be evaluated at a time no less than two weeks before the Awards program to determine the awards. Any and all grades accumulated after the evaluation date will count toward the student's overall grade and class rank may change between evaluation date and the close of school.

GRADUATION AWARDS AND RECOGNITIONS

Valedictorian and Salutatorian: Valedictorian and Salutatorian will be determined by academic standing in all high school credited courses. A student must have been enrolled in First Baptist for at least two consecutive years to be considered in the selection process.

Junior Graduation Marshals: Six 11th grade marshals are chosen using the student's academic standing in high school credited courses. A student must have been enrolled in First Baptist for at least two consecutive years to be considered in the selection process.

SENIOR AWARDS

The John A. Hamrick Leadership Scholarship: is awarded to a rising junior based on his leadership and citizenship qualities, such as strength of character, involvement in school activities, athletics and school sponsored clubs, and maintaining his grade point average and involvement in civic activities during his years at First Baptist School.

J. C. Long Award: is awarded to a young man who exemplifies the attributes of a gentleman. He is courteous; he perseveres, and has a caring attitude.

Citizenship Award: this student ranks in the top half of the class academically and is above reproach in character and integrity. This student is a leader in school and community activities and should be loyal to country, state and community.

The John A. Hamrick Cup: is given in honor and memory of Dr. John Hamrick. "Dr. John" served as pastor of First Baptist Church from 1940 to 1969, founded First Baptist Church School in 1949, and was the founding president of Charleston Southern University from its inception to 1983. This award is given annually to a senior chosen by their classmates who exemplifies a Christian spirit, Christian leadership, and Christian principles.

T. J. Jones Award: is given annually to the student(s) whose life/lives exemplify the spirit of First Baptist School.

Faculty Award: is presented annually to the student who has shown steady academic improvement during the years at First Baptist, and has contributed effort and time to school and class activities.

Danforth Award: is given annually to the student(s) as having dared to do what was right in all situations and dared to build a positive attitude in their class.

Blanche Ellen Smith Fine Arts Award: is given annually to the senior student who has actively participated in the fine arts throughout their high school years.

SCISA Honor Graduate (yellow) Tassels: are presented to those students having a 3.5 GPR each of seven semesters and 1100 SAT or higher. These are retained by the student.

NHS Stole: is presented to those students in the National Honor Society.

Valedictorian and Salutatorian Medallions: are presented to the valedictorian and salutatorian.

Additional awards may be presented at Graduation and at various school assemblies throughout the year.