

Intermountain Christian School

Family Handbook 2023-24



ICS Family Handbook 2023-24

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Daily Schedules

Starting Time:

PreK-12th Grade 8:15 a.m.

Ending Times:

Mondays-Thursdays

PreK-5th Grade 3:00 p.m.

6th-12th Grade 3:10 p.m.

Fridays

PreK-5th Grade 2:00 p.m.

6th-12th Grade 2:10 p.m.

Half Days (PreK-12th Grade)

PreK-5th Grade 12:00 p.m.

6th-12th Grade 12:15 p.m.

PreK Morning Students 11:30 a.m.

Before and After School Care

Before School Care

Drop-off for before care begins at 7:15 a.m. All students (PreK-12th) gather in the gym or other designated area. At 7:45, elementary students will move outside (weather permitting).

After School Care

After care serves PreK-8th grade. 9th-12th grade students should leave campus within 15 minutes of dismissal unless they are involved in a supervised after-school activity.

Pricing

Before School Care

7:15-7:45 a.m. (students that arrive after 7:45 will not be charged)

\$5/student/day (no charge for MS/HS students)

After School Care

Mondays-Thursdays: 2:55-5:45 p.m. (homework lab ends at 4:15)

Fridays: 1:55-5:45 p.m. (no homework lab)

Half Days: 12:15 p.m. to 5:45 p.m. (homework lab ends 1:25)

\$15/student/day

Students picked up after 5:45 p.m. will be charged a \$30 late fee.

Students that are picked up after 5:45 p.m. more than two times in a semester will not be able to attend aftercare until the following semester.

Delayed Start and Snow Days

In the event that school is canceled or a delayed start is needed, parents will be emailed and texted via Parent Alert by 6:30 a.m. If the message is to inform of a “delayed start”, the above start times will be delayed by two hours.

Grade Abbreviations

ES - Elementary School (PreK-5th)

MS - Middle School (6th-8th)

HS - High School (9th-12th)

Guiding Statements

Mission Statement

Intermountain Christian School is a Christ-centered learning community that equips and inspires students to thrive in God’s world.

Motto

Equip, Inspire, Thrive

Statement of Faith

We believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God (2 Timothy 3:16, 2 Peter 1:21).

We believe there is one God, eternally existent in three persons - Father, Son, and Holy Spirit (Genesis 1:1, Matthew 28:19, John 10:30).

We believe in the deity of Christ (John 10:33), His virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:35), His sinless life (Hebrews 4:15, 7:26), His miracles (John 2:11), His vicarious and atoning death (1 Corinthians 15:3, Ephesians 1:7, Hebrews 2:9), His Resurrection (John 11:25, 1 Corinthians 15:4), His Ascension to the right hand of God (Mark 16:19), His personal return in power and glory (Acts 1:11, Revelation 19:11).

We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature, and that men are justified on the single ground of faith in the shed blood of Christ, and that only by God’s grace and through faith alone are we saved (John 3:16–19, 5:24; Romans 3:23, 5:8–9; Ephesians 2:8–10; Titus 3:5).

We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of condemnation (John 5:28–29).

We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9, 1 Corinthians 12:12–13, Galatians 3:26–28).

We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13–14; 1 Corinthians 3:16, 6:19–20; Ephesians 4:30, 5:18).

We believe that the term marriage has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18–25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Corinthians 6:18, 7:2–5; Hebrews 13:4). We believe that God's command is that there be no sexual intimacy outside of or apart from marriage between a man and a woman.

We believe that God wonderfully foreordained and immutably created each person as either male or female in conformity with their biological sex. These two distinct yet complementary genders together reflect the image and nature of God (Genesis 1:26–27).

Admissions Statement

Each enrollee of Intermountain Christian School (ICS) is welcomed in Christian love through a reflection of both the Grace and Truth of Jesus Christ (John 1:14). All families must read and sign this admission statement yearly, indicating understanding of the perspectives of ICS as stated below:

1. ICS is committed by faith to be governed by, led by, and educated through spiritually mature, Christian believers as board members, administrators, teachers, and support staff.
2. ICS is committed by faith to the interpretation of all subject material in light of a Biblical worldview.
3. ICS is committed by faith to teach, wherever it is developmentally appropriate, and in connection with subject material and all community life, that the moral law of God is the only right standard of living. This includes, but is not limited to:

A Biblical definition of love as acts and interactions that demonstrate, at all times, that each human being is of infinite value, created in the image of God. This is true even in light of the fact that each human being is corrupted by the fall into sin. This prohibits ICS from teaching, by action or word, as if actions such as uncontrolled anger, bullying, ridicule, sarcasm with intent to hurt or demean, isolation, or control for the sake of control are acceptable in God's eyes.

A Biblical definition of sexual purity as human sexuality that is limited to the intimate physical union between one woman and one man, bound in marriage by a vow (Gen 2:18-25). This prohibits ICS from teaching, by action or word, as if actions such as pre-marital, extra-marital, and same-gender sexual unions, pornography of any kind, polygamy, heterosexual cohabitation without marriage, excessive or inappropriate public displays of affection, excessive immodesty and/or indecency are acceptable in God's eyes (I Cor 6:18).

A Biblical definition of human life beginning in the womb and having infinite value. This prohibits ICS from teaching, by action or word, as if abortion is acceptable in God's eyes. In connection with this, ICS will teach, when developmentally appropriate, that God's beautiful design for sex is within the confines of marriage and will teach an understanding of the vast and deep responsibility associated with sexual intercourse and the pro-creation of human life (I Cor 7:2-5; Heb 13:4).

A Biblical definition of integrity as interactions that demonstrate, at all times, an understanding of, and response to, God's ownership and distribution of all things whether in public or in private. This prohibits ICS from teaching, by action or word, as if actions such as cheating, lying, stealing, manipulation, or rebellion are acceptable in God's eyes.

A Biblical definition of human identity rooted in the 'awesome and wonderful' work of God in the intentional formation of each human in the womb (Psalm 139:14) and the unique position of humans above all other creatures as image-bearers of God. We believe God wonderfully foreordained and immutably created each person as either male or female in conformity with their biological sex. These two distinct and yet complementary genders together reflect the nature and image of God (Gen. 1:26-27). This definition of identity prohibits ICS from teaching, by action or word, as if actions such as attempts to alter the fundamental identity or structure of the human body are God-honoring choices. This includes gender changes and cross-dressing.

A Biblical definition of order as a mutually responsible agreement to a set of guidelines that reflect the order and design of God's creation. This order encourages the progress

of the whole child toward the peak of his or her potential. The guidelines for this agreement at ICS are outlined in the Family Handbook for the academic, behavioral, emotional and spiritual growth of students at ICS.

In summary, the mission of ICS requires that Biblical truths, held in faith by the founding, governing, and teaching participants of ICS, be taught and integrated into all learning as the final and absolute authority on all matters of faith and life.

Philosophy of Education

Christ-Centered Learning Community

The culture of Intermountain Christian School is centered on the person and work of Jesus Christ. Families and teachers partner together, informed by Scripture, to educate children about God, His world, and their place in it. The Christ-centered learning community is one in which students are challenged academically, encouraged spiritually, and led to embrace all that God has created them to be.

Equips

Intermountain Christian School believes teaching is rooted in the understanding that all students are created in God's image and are uniquely gifted. The ICS community believes instruction should be engaging and differentiated in a way that challenges and enables all students to succeed. Teachers are encouraged to build and maintain relationships with each other, with families, and with students. Those relationships inspire a desire to learn, foster accountability to high standards, and develop an understanding of our purpose in God's world.

Inspires to Thrive

Intermountain Christian School believes students have the ability to learn and grow as God has gifted them. Classroom environments are structured so that all students discover and engage with truth in various academic disciplines, all through the lens of Scripture. ICS believes learning occurs in a wide variety of contexts and happens best when students engage in what they are learning, build on prior knowledge, and enjoy the learning process. Education is always ongoing and is most effective when home and school partner together to provide a dynamic learning environment that prepares students to thrive in God's world.

Core Values

1. We are Christ-centered.

The ICS community is united in the truth of Psalm 24:1: "The earth is the LORD's and everything in it, the world, and all who live in it." All of our activities, curricular and co-curricular, seek to magnify the triune God.

2. We are a learning community.

The students, teachers, parents, staff, and administration of ICS partner in life-long learning to create and live in a relational environment conducive to optimal educational experiences for the whole child.

3. We equip students.

The ICS community relentlessly pursues exemplary and effective academics by teaching and developing students' tools, skills and foundations in an engaged, Biblically-integrated learning environment.

4. We inspire students.

The ICS community affirms students as individuals and encourages them to solidify their identity in Christ, take ownership of their learning, and develop their unique character and talents while growing as image bearers of God (Col. 2:2-3).

5. We share a goal of seeing our students thrive in God's world.

The ICS community, in prayer and practice, desires that our students flourish in living passionate and fulfilled lives using their gifts to impact Christ's kingdom while at ICS and wherever they are called (John 10:10).

Graduate Profile

As ICS pursues its mission of equipping and inspiring students to thrive in God's world, our purpose and what we work to produce, in concert with the Holy Spirit, are graduates who are...

Christlike in Character

They love like Jesus loves with passionate hearts of integrity.

- a) Biblical Worldview - They live lives informed fully by Scripture.
- b) Faithful in Difficulty - They embrace all of life with Godly grace, resilience and gratitude.
- c) Loves in Diversity - In authentic community, they engage varying religions, cultures, attitudes and worldviews with God's love and truth.

Wise

They utilize knowledge and experience with discernment in the fear of the Lord.

- a) Well-Educated - They have completed a broad and comprehensive academic program with high standards.
- b) Truth Discerner - They critically engage the culture from a basis of Biblical truth in the context of the world to which God has called them.

c) Well-Rounded - They enjoy and cultivate a wide range of God-given talents, gifts, and skills.

Influencers

Whether dynamic leaders or quiet presences, they have meaningful and significant impact upon the world around them.

a) Effective Communicators - They express ideas and thoughts with wisdom, compassion and clarity.

b) Biblical Courage - They act with confidence following Jesus in all things.

Academics

Academic Policies

Academic Probation - All students not maintaining a minimum cumulative GPA of 2.0 may be placed on academic probation.

Grading Scale (Grades 3-12) - ICS utilizes the following grading scale, with grade-point equivalents based on the four-point system:

PERCENTAGE	LETTER GRADE	GRADE PTS	PERCENTAGE	LETTER GRADE	GRADE PTS	PERCENTAGE	LETTER GRADE	GRADE PTS
93-100	A	4.0	80-82	B-	2.7	67-69	D+	1.3
90-92	A-	3.7	77-79	C+	2.3	63-66	D	1.0
87-89	B+	3.3	73-76	C	2.0	60-62	D-	w
83-86	B	3.0	70-72	C-	1.7	Below 60	F	0.0

*High School semester grades will be calculated using 80-90% for quarter grades and 10-20% for final exams, at teachers' discretion. Semester finals will be given in core subjects. Seniors who have a 2nd semester average of an A in a particular course may be excused from that course's final exam.

*Middle School semester grades will be calculated by averaging the quarter grades.

>> **GRADUATION REQUIREMENTS** - Intermountain Christian High School is part of a Pre-Kindergarten through 12th grade community. ICS is accredited by Cognia and is a

member of both Association of Christian Schools International and Christian Schools International.

To graduate from ICS, a student must have earned a total of at least 28 credits during grades 9-12, including the following:

English 4.0	Social Studies 3.5	Math 3.5 (Financial Literacy .5)	Biblical Studies 3.5	Science 3.0
Foreign Language 2.0	Physical Education 1.5	Arts 1.5	Health .5	Computer .5

A student may earn an honors diploma by completing a total of 30 credits which includes an additional credit in at least two of these three areas: Math, Science, or Foreign Language. They must also earn an additional .5 credit in Fine Arts.

Honor Roll (6th-12th Grades)

Unweighted GPA of 3.7-4.0 = High Honors

Unweighted GPA of 3.3-3.69 = Honors

Incompletes

A student receiving an incomplete has two weeks after the end of the grading period to complete the work or they may receive the grade as it stands. For middle and high school students, work not finished will be added in as a zero. Additionally, participation in athletics, activities, and clubs may be limited until a student makes up missing work. Students also may be required to complete the work at school during breaks in the regular school calendar.

Attendance Policy

We believe classroom instruction plays a vital role in a student's education. The social and relational aspects of the learning process are as significant as the academic content. As such, we are committed to the philosophy and practice of in-person learning.

Students are expected to be in school on time. Once at school, students are expected to be in every class, chapel, and activity on time and with all needed materials.

When it is necessary to miss school because of personal illness or other emergency situation:

- >> Please notify the school in the morning by 9:00 a.m. to excuse your student's absence. When reporting a lower school student absence, call the main office.
- >> Students will not be allowed to stay in school if they have a fever of 100.4 degrees or more, or show signs of vomiting or diarrhea.
- >> Students are required to stay home until free of any fever, vomiting, or diarrhea for 24 hours and/or antibiotics have been taken for at least 24 hours.
- >> Students are responsible for making up any work missed while absent. All work missed as a result of absences must be made up in the same number of days absent.

Excused Absences

Students absent for the following reasons will be considered excused. Students are limited to 10 per semester without penalty.

- >> Illness
- >> Family emergency
- >> Court appearance or military related duty
- >> Funeral of close relative or friend
- >> Medical appointments
- >> College visits
- >> Family trips
- >> Mission Trips
- >> Other reasons deemed appropriate by the administration

Excused absences must be taken care of by phone call, email, or a written note (no text messages). Excused absences must be reported within 48 hours or they will be considered unexcused. When parents fail to contact the office to excuse a student's absence, it is considered unexcused.

Unexcused Absences

Students absent for reasons not outlined above or in excess of the allotted amount will be considered unexcused. Teachers may choose to not permit students to make up assignments missed due to an unexcused absence.

Excessive Absence Policy

As a school, we are responsible to report excessive absences. In an effort to partner well with families, we will do the following to help students who struggle with excessive absences:

>> When a student's absences have reached the semester limit for excused absences (10) an administrator will contact the family.

>> A conference with the parents, counselor, and administrator will be scheduled to brainstorm strategies to address the attendance issues.

>> A long-term illness exemption may be approved, with the submission of a signed medical note.

Tardy Policy

Students who are not ready to begin class at the scheduled starting time will be considered tardy. Tardies to school will be treated separately from tardies to individual class periods.

>> Tardy to School: Students late to school for the 1st class of the day may be excused by a parent up to 5 times per semester. (Each tardy after the fifth one will be considered unexcused.) Excused tardies must be taken care of by phone call, email, or a written note (no text messages). Excused tardies must be reported within 48 hours or they will be considered unexcused. Students who arrive late to school due to an appointment are exempt from the tardy if they provide proper documentation.

>> Tardy to Class: Individual teachers determine the definition of tardy for their classroom (eg. being in the room, being in the seat, etc.). Teachers will report these unexcused tardies to the attendance office.

>> Consequences: Once a MS or HS student has earned five unexcused tardies, a detention is scheduled. The Dean of Student Life will contact the student and parent with the assigned detention date. Each tardy after 5 will result in the same consequences. Once an ES student has earned five unexcused tardies, an administrator will contact the family, and a conference with the parents, teacher, and administrator will be scheduled to brainstorm strategies to address the attendance issues.

Co-curricular Activities

Activities & Clubs

Students must maintain at least a 2.0 cumulative GPA and have zero failing grades. Students who fail to maintain this GPA standard as calculated at mid-quarter and end of quarter will be on academic probation for one week. At the end of the week, their grades will be reassessed. The probation will continue in one week increments until their grades meet the standard listed above. Students with at least 20 demerits or on step 4 of the discipline ladder will be suspended from participating in ICS activities and clubs. Students must attend school for a minimum of 1/2 day in order to participate in any co-curricular activities.

Clubs

Students who want to form special-interest clubs may do so, subject to the administration's approval. These groups must be self-supporting and have a faculty or staff sponsor.

Student Leadership

The High School Student Council (StuCo) and Middle School Leadership Team (MSLT) seek to promote school spirit by organizing activities, planning service projects, and encouraging healthy spiritual life. They also act as a liaison between the student body and the administration and faculty. StuCo officers and representatives are elected by their peers in the spring. MSLT officers are elected by their peers in the fall.

The National Honor Society(NHS) is a nationwide organization for high school students. It has been the mark of student achievement for over 100 years, but it goes beyond a report card. It gives students a values-based framework to elevate a culture of scholarship, service, leadership, and character. The NHS members elect officers.

Athletics

The philosophy and objective of the ICS Athletic Program is to glorify God and enjoy Him in all we do. Athletic competition is a powerful tool to help students gain personal self-confidence, learn to commit themselves to a larger cause and mature in the image of Christ.

Middle School - The emphasis at this level is on promoting a healthy, competitive spirit and enhancing individual skills. All athletes are welcome and those who participate in practice will play during regular season competitions.

High School – At this level athletics involves competition with other area high schools. The best team will be put on the court or field. Tryouts may be held where participants will be chosen based upon their attitudes and athletic abilities.

Academic Eligibility – Athletes must maintain at least a 2.0 cumulative GPA and have zero failing grades. Athletes who fail to maintain this GPA standard as calculated at mid-quarter and end of quarter will be on academic probation for one week. At the end of the week, their grades will be reassessed. The probation will continue in one week increments until their grades meet the standard listed above.

Conduct – Our athletes are representatives of ICS. Any athlete who fails to maintain an appropriate level of conduct may be disciplined by the coach and/or ICS administration.

Students with at least 20 demerits or on step 4 of the discipline ladder will be suspended from participating in ICS activities and clubs.

Attendance – Attendance is required for a minimum of 1/2 day of school in order to participate in that day's practice or contest.

Associations – The high school is a Class 2A School and competes in Region 16. We are a member of the Utah High School Activities Association (UHSAA) and the Utah Schools Sports Association (USAA). Therefore, we are responsible for compliance with by-laws and directives set by the UHSAA and the USSA. The middle school program is affiliated with the Utah Charter and Small Schools Athletic League (UCSSAL) and operates in compliance with its by-laws and directives.

Equipment and Uniforms – ICS will provide equipment and uniforms which remain the property of the school. Any misuse, abuse or loss of the same will result in a fee being assessed to cover the loss or damage. Each participant is expected to care for his or her own uniform. Students may also be required to purchase practice and team apparel, which is sport specific. Uniforms not returned at season's end may result in report cards being held.

Sports Seasons

Fall

HS Baseball

HS Girls Volleyball

HS Cross Country

MS Girls Volleyball

MS Co-ed Cross Country

MS Boys Soccer

Winter

HS Boys Basketball

HS Girls Basketball

MS Boys Basketball

MS Girls Basketball

Spring

HS Boys Soccer

HS Girls Soccer

MS Girls Soccer

General Guidelines

Christ-Centered Learning Community

A phrase heard frequently around ICS is, “Christ-Centered Learning Community.” It’s more than a phrase; it’s something we’re trying to live out.

Our Core Values state, “The ICS community is united in the truth of Psalm 24:1: ‘The earth is the LORD’s and everything in it, the world, and all who live in it.’ All of our activities, curricular and co-curricular, seek to magnify the triune God ...The students, teachers, parents, staff, and administration of ICS partner in life-long learning to create and live in a relationship environment conducive to optimal educational experiences for the whole child.”

Our Philosophy of Education expands on this concept when it says, “The culture of Intermountain Christian School is centered on the person and work of Jesus Christ. Families and teachers partner together, informed by Scripture, to educate children about God, His world, and their place in it. The Christ-centered learning community is one in which students are challenged academically, encouraged spiritually, and led to embrace all that God has created them to be.”

When it comes to the general guidelines for behavioral standards, this is not about a list of rules; instead, this is about a structure within which we strive to function to be that Christ-centered learning community. We clarify and enforce these to be who we believe God is asking us to be. It is in that spirit that we present to our general guidelines for being the community of Intermountain Christian School.

Volunteer Requirements

We value the partnership that parent involvement brings to our Christ-centered learning community. When families connect to serve at our school, our educational programs and, therefore, our students thrive! We require a minimum of 10 volunteer hours from each family per year. A family can “buy out” of their hours at a rate of \$20 per hour, with the money going to the Parent Teacher Fellowship organization.

Conduct Pledge (MS/HS)

A pledge to conduct myself in a “manner worthy of the gospel of Christ.” Philippians 1:27

As a HS/MS student at Intermountain Christian School, I commit to prioritizing the benefit of the community and the welfare of others above my own needs or desires. I commit to pursuing Biblical standards for my behavior as well as abiding by the

guidelines established in this family handbook. Furthermore, I commit to following the principles listed below and understand that recurring failure in any of these areas may be cause to end my enrollment at ICS.

1. I will strive to submit to the leadership of the teachers, administration, and staff of ICS with respect and humility.
2. I will avoid becoming a negative or destructive influence upon others. Should I have a problem with a student, teacher, coach or parent I will first go to them to resolve the problem. If that does not work, I will go to a teacher or administrator for help.
3. I will strive to be a positive influence in the lives of my fellow students and teachers. I will seek to build them up with my words and encourage them with my actions rather than drag them down.
4. I will avoid profane, blasphemous, or derogatory language and gestures.
5. I agree to be held accountable for anything inappropriate I post or view on the internet or social media.
6. I understand that uncontrolled anger, acts of hatred, sexual harassment or prejudice of any kind is unacceptable.
7. I agree to avoid blatant sin, such as stealing, illegal activity, dishonesty, occult practices, sexual sins, and the illegal use of drugs, alcohol and tobacco.

Behavioral Standards

Students should:

1. Refrain from public displays of romantic affection.
2. Respect school property. Families will be held financially responsible for damage to school property.
3. Not bring drugs, cigarettes or e-cigarettes, explosives, knives, weapons, or replicas onto school grounds.
4. Remain on designated school boundaries during school hours, except with the permission of an administrator.
5. Not use personal communication and media devices during school hours without an administrator's or teacher's permission. Cell phones should remain in ES students' backpacks. MS/HS students need to store their phones in their lockers or backpacks.

6. Not use headphones during the school day without express permission from an administrator or teacher.

Human Dignity Statement

Intermountain Christian School is committed to providing an environment in which every person is recognized and treated as an image bearer of God. We are committed to cultivating a safe learning environment for all students and exercising patient understanding of and compassion for issues affecting the well-being of the members of our community.

Human dignity is central to the Christian perspective. This policy highlights two areas for further clarification.

A. HARASSMENT

ICS is committed to providing a learning environment that is free from harassment in any form. Harassment of any student, employee, or parent by any other student, employee, or parent is prohibited. The school will treat allegations of harassment seriously and will review such allegations in a confidential, timely, and thorough manner.

1. A charge of harassment shall not, in and of itself, create the presumption of wrongdoing. However, substantiated acts of harassment will result in disciplinary action, up to and including dismissal. Students, employees, or parents found to have filed false or frivolous charges will also be subject to disciplinary action, up to and including dismissal.

2. Harassment occurs when an individual is subjected to treatment or a school environment that is hostile or intimidating because of the individual's race, creed, color, national origin, physical ability or appearance, cognitive ability, sexual orientation, religious perspectives, or gender. Harassment can occur any time during school, during school related activities, or on school grounds. It includes, but is not limited to, any or all of the following:

A. Verbal Harassment: Derogatory comments and jokes (even if "just joking") or threatening words spoken to another person.

B. Physical Harassment: Unwanted physical touching, contact, assault, deliberate impeding or blocking movements, or any intimidating interference with normal work or movement.

C. Visual Harassment: Derogatory, demeaning, or inflammatory posters, cartoons, written words, digital communications, drawings, gestures and/or graphics on clothing.

D. Sexual Harassment: Unwelcome sexual advances, requests for sexual favors, and other verbal, physical, or digital conduct of a sexual nature. Specific examples of sexual harassment include, but are not limited to:

1. Making unsolicited sexual advances and propositions.
2. Using sexually degrading words to describe an individual or an individual's body.
3. Displaying sexually suggestive objects or pictures.
4. Telling inappropriate or sexually related jokes.
5. Making reprisals, threats of reprisals, or implied threats of reprisals following negative response to sexual advances.

3. It is the responsibility of Intermountain Christian School to:

A. Implement this policy through regular meetings with all administrators, ensuring that they understand the policy and its importance.

B. Make all faculty, staff, students, and parents aware of policy and the commitment of the school toward its strict enforcement.

C. Remain watchful for conditions that create or may lead to a hostile or an offensive school environment.

4. It is the student's, employee's, and parent's responsibility to:

A. Conduct himself or herself in a manner which contributes to a positive school environment.

B. Avoid any activity that may be considered discriminatory, intimidating, or harassing.

C. Consider immediately informing anyone harassing him or her that the behavior is offensive and unwelcome.

D. Report all incidents of discrimination or harassment to the appropriate administrator.

E. If informed that he or she is perceived as engaging in discriminatory, intimidating, harassing, or unwelcome conduct, he or she is to discontinue that conduct immediately.

5. Complaint Filing and Investigation Procedures

A. If the incident is between students, the student may first choose to tell the individual causing the harassment that his/her conduct is offensive and must stop. If the objectionable behavior does not cease immediately, the student must report the harassment to the Dean of Student Life or to another employee who will report it to the Dean of Student Life.

B. The student alleging harassment will be asked to complete a formal, written complaint. The claim will be investigated thoroughly, involving only the necessary parties. Confidentiality will be maintained as much as possible.

C. If the incident involves an employee, the investigation will include a meeting with the person alleged to have harassed and will include sharing with that person the nature of the allegations. If appropriate, the alleged harasser will be placed on administrative leave during the course of the investigation. The administrative leave will be with pay until such time as a determination regarding the incident has been decided by the appropriate authority.

D. Once the facts of the case have been gathered, appropriate members of the Administrative Team will decide what, if any, disciplinary action is warranted. Appropriate legal action will relate to the nature, context, and seriousness of the harassment and can include all disciplinary actions up to and including immediate termination/expulsion.

E. If the complaint is against a non-employee or a non-student, such as a parent, volunteer, or vendor, the school will take steps, within its power, to investigate and address the situation. Criminal charges, if necessary, will be handled by legal authorities.

F. All such reports will be handled discreetly to maintain confidentiality. However, it should be understood that ICS is required by law to report child abuse to the appropriate social agency that protects the rights of individuals in such cases.

B. HUMAN SEXUALITY

1. Statement of Human Sexuality - Because human beings are created in the image of God their creator, we affirm that all humans, male and female, have inestimable value and must be treated with dignity and respect. As a community that seeks to be an authentic Christ-centered and biblical community, ICS is committed to addressing all issues of human sexuality with grace and truth within an environment centered on God's word as our rule for faith and practice:

A. We believe that the term marriage has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18-25).

B. We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Corinthians 6:18, 7:2-5; Hebrews 13:4). We believe that God's command is that there be no sexual intimacy outside of or apart from marriage between a man and a woman.

C. We believe that God wonderfully foreordained and immutably created each person as either male or female in conformity with their biological sex. These two distinct yet complementary genders together reflect the image and nature of God (Genesis 1:26-27).

D. We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Romans 10:9-10).

E. We believe that every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the mission of ICS.

F. ICS is committed to handling issues of sexual immorality by telling the truth in love with Scripture as our rule for faith and practice.

2. With grace, we commit to:

A. Acknowledge our own human frailty and dependence upon Christ for his humility, grace, and wisdom in our consideration of human sexuality, and seeking always to love one another as He loves us.

B. Provide students whose sexuality does not align with God's perfect intent:

1. A humble, compassionate, and understanding venue in which to engage in authentic dialogue regarding human sexuality.

2. Biblical guidance, resources, and options for referral for counseling.

3. A commitment that the dignity of all students and families will be guarded.

C. Ensure an environment that is filled with grace and respect.

1. No student will be forced to admit or make a determination about their sexual orientation.

2. No student will be expelled or excluded on the basis of their same gender attraction provided they do not promote such a lifestyle within the ICS community.

3. Participation in the ICS Community

A. Employees

1. ICS will not knowingly employ any individual who is living in open violation of the school's standards regarding human sexuality.

2. Should it become evident that an employee is living in open violation of the school's standards regarding human sexuality, they will be asked to cease or correct such activity or face dismissal in employment with ICS.

3. In the employment process, the potential employee will be asked to affirm their agreement with the school's standards related to human sexuality.

B. Parents and Students

1. In the admissions process, parents will be asked to affirm their understanding of our standards including those related to human sexuality.

2. ICS will not knowingly admit or re-enroll any student who is living in open violation of the school's biblical standards regarding human sexuality.

C. School Board and Spiritual Accountability Partnership

1. Individuals who are living in open violation of the school's biblical standards regarding human sexuality do not qualify for board nomination nor church representation on the SAP.

2. Should it become evident that a school board or SAP representative is living in open violation of the school's biblical standards regarding human sexuality, they will be asked to cease or correct such activity or face dismissal from their position.

Cheating and Plagiarism

From dictionary.com, Cheat: to practice fraud or deceit; to violate rules or regulations; to take an examination or test in a dishonest way, as by improper access to answers.

Plagiarism: an act or instance of using or closely imitating the language and thoughts of another author without authorization and the representation of that author's work as one's own.

At Intermountain Christian School we encourage our students to honor Christ in all they do, including in the quality of work they submit. We expect our students to put forth their best effort and to turn in assignments they have personally created. Cheating and plagiarism are not tolerated. Discipline may involve zeros for assignments, failing quarter/semester grades, or course removal. Plagiarism may also result in expulsion.

Cheating and plagiarism not only reflect poorly on a student's character, but negatively affect the student-teacher relationship. Students are encouraged to value and protect the integrity of their work. Though tempted by time pressures, laziness, or the desire for a good grade, cheating is never worth the consequences it brings. Colleges and universities have a zero tolerance policy for cheating and plagiarism, and we do well to prepare our students for that reality by having a strict policy of our own.

Substance Abuse

The use or possession of illegal drugs, alcohol, and/or tobacco by ICS students is strictly prohibited. Additionally, the abuse of legal drugs or medications, or other substances is also prohibited. ("Abuse" is defined as using a drug or medication in a manner inconsistent with its prescription or directions, or using a drug, medication, or substance for a purpose not intended, or using them to a degree that impairs a student.) Students who are suspected to have violated this policy at ICS events or activities may be subject to testing and investigation.

Informing ICS

>> It is vital to realize that use of or addiction to controlled substances has negative consequences. Therefore, ICS encourages students who may have an addiction problem to seek help from others, including ICS personnel.

>> When a student offers unsolicited confession, ICS is able to partner with that student and his/her parents in working towards rehabilitation.

>> ICS encourages anyone who is aware of someone else who struggles with addiction to speak with a trusted adult.

Reasonable Search

- >> ICS retains the right to search any and all personal property, including, but not limited to, personal clothing, lockers, backpacks, and automobiles that are on ICS property.
- >> If an ICS student is legitimately suspected to be under the influence of a controlled substance, ICS may require the student to submit to a blood and/or urine test.
- >> It will be the responsibility of the parents to take the student to the drug testing site.
- >> The cost of tests will be the responsibility of the parents.
- >> Refusal to take tests will be treated as a positive result.

Discipline for Substance Abuse

- >> When suspected substance abuse is reported or observed, ICS will immediately inform the parent to make them aware of a potential issue with the student.
- >> In situations of possession of drugs or alcohol on school property or at ICS events, ICS may take legal action by reporting the incident to the police.
- >> Further discipline for substance abuse will be determined by the Dean of Student Life with the possibility of expulsion.

Re-admittance

Re-admittance to ICS shall be at the discretion of the ICS Administration and may include additional ongoing restrictions.

Dress Code

A student's appearance should reflect the belief that their education is important. The standards for dress are in keeping with the mission of ICS. The goal and purpose of the dress code guidelines are to promote modesty, preparedness for future jobs and schooling, and encourage respect for authority.

The dress guidelines do not attempt to address every conceivable situation in the realm of dress. Direct any questions about the intent or provisions of the dress code to the Dean of Student Life. **The school administration will have the final word on all matters concerning the dress code.** Any clothing which is not deemed neat, respectful, and modest will be prohibited.

General Guidelines

- All clothing should fit properly and be in good condition without holes, frayed seams, or tears above the mid thigh.
- Appropriate undergarments must be worn and remain hidden at all times.
- Messages that contradict the teaching of the Bible are prohibited.
- No hoods, hats, or sunglasses are to be worn in the building.
- For PE, students should wear the official ICS PE uniform and athletic shoes with socks. This guideline does NOT apply to elementary students (PreK-5th).

- **Shirts** - Sleeved, covers the abdomen even when arms are raised, and not low cut in the front or back. Female students may wear sleeveless shirts with straps at least two inches in width.
- **Shorts/Skirts** - Extends past the mid thigh.
- **Dresses** - Straps at least two inches in width, modest and not revealing, not low cut in the front or back, and extends past the mid thigh.
- **Pants** - No sweatpants. Female students may wear leggings with a shirt that covers the bottom even when sitting. These guidelines (sweatpants and leggings) do NOT apply to elementary students (PreK-5th).
- **Shoes** - No athletic slides or flip flops.
- **Hair** - Must not obscure a student's face.

Dress Code Infractions

- Dress code infractions may result in a warning, a demerit, or step on the discipline ladder.
- If the infraction requires new clothing, the student will wait in the office until parents arrive with proper clothing and receive unexcused absences for class.
- If the infraction does not require new clothing, the nature of the infraction will be noted by the faculty or staff member that recognized the issue and the student will continue their day.

Discipline Plans

ES Ladder of Discipline

Step on Ladder	Infraction Examples
Step 1 - Teacher warns and assigns consequences based on classroom discipline plan. Teacher documents significant incidents in RenWeb and notifies parents.	Dress code violation, disobedience, lying, disrespect, disorderly behavior, misuse of technology, cheating, possession or use of unauthorized items (cell phones, air pods, etc.), and running in the building
Step 2 - Student sent to DSL for warning and loss of privilege.	Repeated level one behaviors, physical altercation, bullying, inappropriate language or gestures, theft, and vandalism
Step 3 - Student sent to DSL for warning and recess work detail. Behavior Intervention Plan initiated.	Repeated level two behaviors
Step 4 - Student serves 1-3 day in-school suspension (possible expulsion based on severity of offense).	Repeated level three behaviors, sexual harassment, activating a false fire alarm
Step 5 - Expulsion	Possession or use of weapon, level four violation of a severe nature, and repeated level four behaviors
<i>The Dean of Student Life may use discretionary action if an infraction does not merit the consequence of a student's current level on the discipline ladder.</i>	
<i>Fifteen school days without a discipline referral will result in one step back.</i>	

MS/HS Demerit System

Infraction Demerit Range	Demerit Range
Dress code violation	1-3 (accumulates for repeated infractions) 1st Offense - 1 2nd Offense - 2 3rd+ Offense - 3
Littering	
Out of assigned area	
Possession or use of unauthorized items (cell phones, air pods, etc.)	
Running in building	
Using computer for non-educational purposes during school hours	
Disruption of class or school event	
Public display of romantic affection	5-10
Lying	5-10
Property damage	5-10 & restitution
Cheating/Plagiarism	5-15 & possible zero on assignment
Circumventing online filters or security	10
Bullying (see human dignity statement)	10-15
Disrespect	10-15
Provoking another student	10-15
Accessing someone else's personal files or equipment	10-15
Skipping class, required activity, or school day	10-20
Profanity, obscene, or suggestive language, gestures, or behavior	10-25
Possession or distribution of inappropriate material	20-25
Threatening school personnel	20-25
Willful disobedience	20-25
Theft	20-25
Public advocacy for causes contrary to the ICS Statement of Faith or defaming ICS	20-25
Possession or use of drugs, alcohol, cigarettes, e-cigarettes, vapes, and other tobacco or nicotine related products	25-40
Falsely stating or implying an endorsement by ICS of a privately-hosted activity	30-35
Sexual misconduct	35-40
Vandalism	35-40
Fighting/physical assault	35-40 & restitution
Weapon possession	35-40

Demerit Accumulation	Consequence
1-9	Teacher assigns consequence - warning, loss of privilege, lunch detention (middle school only), community work detail (high school only).
10	Student sent to DSL One day after-school detention
15	Two days after-school detention
20	Three days after-school detention Behavior Intervention Plan Initiated
25	Saturday detention (fee assessed)
30	One-two day in-school suspension
35	One-three day out of school suspension
40	Expulsion
<i>The Dean of Student Life may use discretionary action in assigning demerits and consequences depending on the severity of the infraction.</i>	
<i>Fifteen school days without an infraction will result in the removal of five demerits.</i>	

Miscellaneous Guidelines

Birthdays - Parents desiring to bring treats for their child's birthday should coordinate the event with the teacher. Please consider safety and allergies when bringing food to share with other students. If a private party is planned outside of school, please do not bring party invitations to be distributed unless every child or every child of the same gender is to receive one.

Campus Visits - All parents and visitors must check in with the school office, submit their ID for a quick background check, and wear a visitor's badge while in the building. Alumni and non-ICS students are allowed to visit with permission from an administrator at appropriate times and must adhere to guidelines of the ICS Family Handbook.

Conferences - Parent/teacher conferences are scheduled twice during the school year. If you have concerns about your child that require a longer discussion, or if you need to discuss your child at other times during the school year, please feel free to call or email to make an appointment with the teacher(s). Teachers' contact information is available on the school website and RenWeb.

Field Trips - Students may participate in field trips throughout the school year. Most field trip costs are covered through tuition. If there is an additional cost, parents will be notified in advance. Parents may be asked to assist with transportation. Parents wishing to drive and/or chaperone the trip must complete a fingerprint background check with the school. The dress code and procedures for field trips will be established by the supervising teachers or coaches.

Lockers - The combinations of any personally provided locks must be submitted to the HS/MS Office. The administration reserves the right to inspect any locker at any time. Decorations used inside a locker must be consistent with the values of ICS. It is the responsibility of the student to keep all valuables locked safely away.

Lost & Found - Misplaced items will be put in a lost and found area. Unclaimed items will be given away at specified times which will be communicated through the weekly email.

Medication - If a student needs to take medication during the school day, parents must complete a Medication Permission Form, available at the office or on the website. Medication should be sent to the office with the form. The school will not dispense prescribed or over-the-counter medication without the proper form and the labeled medicine provided by the parent. All medicine should be in its original package. Students are not to take medication at any time without a completed permission form on file.

Parking Lot – Safety procedures for drop off and pick up of students are provided in the 'Welcome Back' packet. The east side parking lots are used for playground and PE class during the school day. Any vehicle left there interferes with that space and student safety. Therefore, ICS asks that it not be used as a parking lot for any length of time but reserved as a drop off/pick up area in the mornings and afternoons. The only exception to this rule is on Tuesday mornings during the EFC Bible Study from 9:00 a.m. to 11:30 a.m. Please do not park in front of the garbage dumpsters at any time. Do not park in the driveway or in front of the building.

Personal Electronic Devices - ES and MS students may be asked to store all smart devices in their backpacks. High school students need to store their phones in their locker, backpacks.

Probation - Students with behavioral or academic issues may be placed on probation at any time. At the end of a probationary period one or more of the following actions will

be taken: removal from probation, extension of probationary period, requirement of corrective action such as tutoring or counseling, or dismissal.

Service Hours - All students will participate in service opportunities throughout the year. Hours earned during their high school years will be reflected on the students' high school transcript.

School Pictures - Individual student pictures are usually scheduled in September. Information packets will be sent home prior to picture day. Purchasing picture packages is optional.

Student Drivers – Students who drive to school must register with the front office before using the school parking lot. Students are to park in the lower west lots. Students are not to return to their cars during the school day without permission. Reckless driving will result in loss of driving privileges on campus.

Tardies - If a student is late due to a medical appointment, please bring a notice from the medical office or a parent and turn it into the appropriate school office before going to class. Students will not be allowed to return to class without a tardy slip from the school office.

Textbooks - Textbooks are the property of the school. Students are required to take good care of all textbooks. Damaged books, or books unaccounted for at the end of the school year, must be replaced at the family's expense.

Vending Machines – Early childhood and elementary students are not permitted to use the vending machines during school hours.

Disciplinary Probation

Disciplinary probation is designed to alert students and parents of areas in the student's life that need special attention. Students may be placed on disciplinary probation by the recommendation of the faculty and the approval of the Dean of Student Life for a specified period of time. Actions in which disciplinary probation may be imposed include, but are not limited to, continued deliberate disobedience, a continued and persistent rebellious attitude, negative influence on other students, academic progress that is unacceptable because the student is not working up to their ability, committing a serious breach of conduct, failure by students and parents to comply with school policies, or failure by the parents to get recommended professional help for students when needed.

A conference with the student and his or her parents is held at the beginning of the probation to discuss the reasons for the probation. Teachers may be requested by the Dean of Student Life to attend. A communication stating the results of the conference and the reasons for the probation will follow this conference.

In cases where the probation follows a serious breach of conduct, a second major incident of misconduct during the disciplinary probation period may result in the suspension or expulsion of the student. If the offense occurs during the second semester, the student may be admitted the following year under disciplinary probation.

During the probationary period the teachers will periodically review the progress of the student. The Dean of Student Life will then decide whether the student shall be returned to the status of a regular student or recommend to the Administrative Team that the student be expelled.

Disciplinary probation is sincerely intended as an intermediate step for the student to get back on track. If there is no progress in attitude, behavior, or general academic achievement, the student may be asked to withdraw from the school or he or she will be expelled by action of the Administrative Team.

During the probation period the student can expect to be restricted from participating in activities outside the classroom.

Suspension and Expulsion

Suspension is the responsibility of the Dean of Student Life and may be used for serious or repeated violations of school rules. Examples of such conduct include cheating, smoking, drinking, illegal use of drugs or the possession of drugs, sexually immoral behavior, etc. Students involved in the use, possession, or selling of drugs or alcohol may be turned over to the proper authorities. A student may be suspended for a period of one to ten days at the discretion of the Dean of Student Life.

The following violations may result in an immediate suspension from school, pending a more thorough investigation of the matter, and may result in withdrawal or expulsion:

- >>The use and/or possession of tobacco, alcoholic beverages, or illegal drugs, and the abuse of prescription medication
- >> Immoral sexual conduct (see Human Dignity Policy)
- >> Possession of weapons and/or dangerous items

- >> Repeated dishonesty
- >> Flagrant disrespect and disobedience
- >> Leaving campus without permission
- >> The possession and/or distribution of pornographic materials and information
- >> Harassment in any form (see Human Dignity Policy)
- >> Vandalism
- >> Continued willful disobedience, misconduct, disrespect
- >> Any action taken by a student that disturbs the privacy or invades the private property of a teacher or administrator at his or her home, or that affects his or her private property at school

During the out of school suspension period the student must keep up with their school work. The student will be allowed to make up all school work, quizzes, tests, and projects missed but will receive credit reduced by 20% for the completed work.

Students should expect to not practice or participate in athletic events for the duration of the suspension, nor be involved in after school activities during that time. In addition, students should not expect to attend school activities on the day(s) of suspension. A parent-student-administrator conference will be held on the day the student returns to school and the student will be placed on probation for a period decided upon by the Dean of Student Life.

Expulsion is the responsibility of the ICS Administration. Students may be expelled from school after other disciplinary procedures have failed. Some infractions may warrant immediate expulsion. The Dean of Student Life will refer students to the ICS Administration and they will determine whether or not expulsion is necessary.

Grievance Procedure

INVOLVING STUDENTS ONLY

1. An effort shall be made to resolve the conflict by having the two students get together. A supervising staff member may help facilitate the procedure.
2. Appeal or help may be sought from the Dean of Student Life.
3. In the event that the conflict is still not resolved, the parents of the students may be called in.
4. Parents may appeal the situation to the Dean of Student Life.

INVOLVING ANY IN THE SCHOOL COMMUNITY AND AN ICS EMPLOYEE OR PROGRAM

Review of Services of Staff or Programs:

1. Constructive criticism can be helpful to the school. At the same time, the leadership has confidence in its staff and programs and shall act to minimize unwarranted criticism or disruptive interference of ICS's employees and programs.
2. Complaints should not be presented to the ICS School Board. However, in the event that an unsolicited complaint is received by the Board or an individual Board member, that complaint shall be referred to the Administration for investigation.

INVOLVING EMPLOYEES ONLY

1. See Employee Handbook.

How complaints received or conflicts will be handled:

ICS supports voluntary resolution of conflicts, problems, and concerns between two parties regardless of their positions or roles. ICS firmly believes most issues can be handled in a timely manner and appropriately to everyone's satisfaction.

1. Any person having concerns with school personnel shall address that concern one-on-one with the person with whom they are having a problem. (In the event of harassment, separate steps may be taken. See Human Dignity Policy.)
2. If a resolution is not established within a timely manner, the parties shall raise the concern with an appropriate member of the Administrative Team. The two conflicting parties shall define a "timely manner." The timeframe will not be extended without mutual consent of both parties.
3. If the parties cannot agree on a timeframe, they are required to bring the conflict to an appropriate member of the Administrative Team (determined by the team, if need be) for the purpose of establishing the timeframe for resolution.
4. In doing so, an appropriate member of the Administrative Team shall then mediate the conflict, ensure timelines are followed, and ensure the conflict is resolved.
5. If the concern is with a member of the Administrative Team and no resolution has been established, the person in conflict may take the concern to the Head of School. If the concern is with the Head of School, the Administrative Team will mediate. If the concern involves a family member of an Administrative Team member, the School Board President (Board President) may be involved.
6. The Head of School shall follow the same procedure as paragraph #2 above to set a timeframe.
7. If conflicting parties and/or the Administrative Team are not able to find resolution that is mutually agreed upon by all parties, then the Head of School shall bring the conflict in writing to the attention of the Board President. The opposing party may also bring the conflict in writing to the attention of the Board President.
8. The Board President shall review conflict(s) as requested and as permitted by law. The Board President may involve other members of the board to assist in the

determination, but is not required to do so. Upon review, the Board President shall do one of the following:

- A. Remand the conflict back to the Head of School or Administrative Team, with a directive to find a reasonable and quick resolution.
- B. Remand the conflict back to the two parties, with an appropriate member of the Administrative Team mediating the conflict.
- C. Mediate the conflict and render a decision to resolve the conflict.

If any conflict involves individual safety, a threat to the preservation or security of ICS's facilities, or a direct or blatant violation of school policies or procedures, the Administrative Team shall be notified immediately.

Parent Reunification Plan

Our parent reunification plan is used if it becomes necessary to relocate the entire school building to our alternative site. Such a move would take place when it is determined by school officials that keeping students in the school would be hazardous to students and staff.

Our alternative site is, Southeast Christian Church 1881 East Vine Street, Murray, UT 84121. If necessary, an alternative site could be determined by administration and/or first responders. When you are notified of the activation of our parent reunification plan, you will be told where the students have been transported.

If it becomes necessary to activate our parent reunification plan, a RenWeb alert will be sent, information will be posted to our website, and local media will be notified. Additionally, every teacher's emergency notebook contains a class list for each period with parent/guardian names and phone numbers. It is critically important that RenWeb has all necessary phone numbers so that we are able to contact you at any time during the school day in the event of an emergency.

When you arrive at the alternative site to pick up your child, there will be four stations: A-F, GL, M-R, S-Z. Please report to the station that has the first letter of your student's last name. All individuals picking up students must be positively identified by our staff by providing valid identification. Unless a person's name is on our list as having your permission to pick up your child, we will not release your child to them.

Student safety is one of our primary concerns. School authorities will do everything possible to care for each student while he/she is under our supervision. It is critical that students do not have directions from parents/guardians that are contrary to Intermountain Christian School's protocol and procedures during these types of emergencies. We appreciate your support and assistance in this important matter. Please contact Nicole Stoddard with any questions or concerns, nstoddard@intermountainchristian.org

Contact Info

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