

BRYN ATHYN CHURCH SCHOOL

PARENT HANDBOOK



2022-2023

Welcome to the 2022-23 school year at the Bryn Athyn Church School. For more than one hundred years, we have been educating students in the light of the Lord's three-fold Word, preparing them to be useful in this life and guiding them towards a life in Heaven.

The students' success is best supported by a positive home-school relationship. Our hope is that the handbook which follows will help us partner together by sharing a common set of policies and procedures. Many parents and teachers find it useful to keep a copy to refer back to throughout the year when they have questions. This document includes changes that reflect this year's unique circumstances and it is likely that changes will be made to policies described within as the school responds to the changing needs of the year.

It is a humbling honor and a privilege to have your child attend our school this year. We are looking forward to participating in your child's growth and to building memories together this year. Thank you for your support and your trust, which will help make this another wonderful year at BACS.

Sincerely,

Kiri Rogers
Principal

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1. NEW CHURCH EDUCATION

1.1 Mission and Governance

The Bryn Athyn Church School seeks to provide children with an education based on the teachings of the New Church to prepare them to be confident, caring, and useful citizens of this world and of the Lord's heavenly kingdom.

The Bryn Athyn Church School provides children with an elementary education based on the teachings of the New Church. The faith of the New Church is integrated into every aspect of the life of the school through direct and indirect instruction. The Bryn Athyn Church School is an entity of the Bryn Athyn Church governed by the Bryn Athyn Church board. The board is chaired by the Bryn Athyn Church pastor. The Bryn Athyn Church School principal reports to and works in close consultation with the pastor. The Trustee's School Committee, a board committee, works directly with the school on governance issues. The Bryn Athyn Church School is also a part of the General Church school system which is a branch of the General Church of the New Jerusalem.

1.2 Core New Church Beliefs

The Bryn Athyn Church School program is based on doctrinal teachings about the nature of children and how they should be led and taught so as to grow up healthy and happy both naturally and spiritually. The General Church of the New Jerusalem, of which the Bryn Athyn Church is a part, has as its core purpose to help people throughout the world grow closer to the Lord God Jesus Christ as He has revealed Himself to us in His Word, first in the Old Testament, then in the New Testament, and now at His Second Coming in the Heavenly Doctrine given through the theological writings of Emanuel Swedenborg.

The New Church teaches that:

- There is one God, the Creator and Redeemer of humankind, and He is the Lord Jesus Christ.
- The Heavenly Doctrines given through Swedenborg reveal a spiritual meaning within the Bible that applies universally to people today.
- The Lord gives every person the ability to recognize good and evil and the freedom to choose between them.
- Each of us continues life as a complete person immediately after the death of the body. We go to either heaven or hell according to our choices between good and evil during life in this world.
- We do the Lord's will and express our love for Him when we obey the Ten Commandments, shun evils as sins against Him, fulfill the duties of our occupation, and show love for our neighbor by performing unselfish services for family, community, country, and church.

- Marriage is a holy covenant, made before the Lord, between one man and one woman. True marriage, held to faithfully in this life, continues forever in heaven.
- The Lord has given the Word so that people may know and love Him and live the life that will lead to heaven. If people respond in this way, the Lord can bless them with all happiness to eternity.

The Bryn Athyn Church School exists to educate children in the light of these teachings and with the expressed hope that their families will embrace them as well.

1.3 Teachings at the Heart of New Church Education

- Life on earth is a preparation for eternal life.
- Knowledge concerning the Lord as revealed in the Word is the most important knowledge people can have. (AE 1096)
- All instruction is designed to open a way for the Lord's presence with His children. (AC 1495, 3690:2, 6333:4, 7012)
- Knowledge from the Word that is properly organized can serve to open the way to the Lord as no other knowledge can. (AC 1461, 1902, 3665:5)
- Properly organized knowledge from the Word is essential to the formation of spiritual qualities and values. This knowledge is the basis for genuine moral and civil values. (AC 1486, 1901, 1964, 3667:3, 6047)
- Knowledge about the natural world is meant to illustrate and confirm spiritual truths if properly ordered and organized by those truths. Three central teachings affirm this principle:
 - Everything is created by God.
 - Everything is created for a purpose.
 - All things reflect an image of the Lord's kingdom. (AC 1434, 1472, 1964, 5276:2; HH 56, 356; TCR 11:3, 508)
- The Lord gives parents a love of caring for children, which involves protecting and educating them in a sphere of innocence. (CL 386)
- Innocence in childhood should be preserved and protected by a suitable and orderly atmosphere fostered by parents and teachers, so that children will gain the most complete affirmation of what is good and true. (AC 1472, 1992:4, 2689:3, 5135)
- Every falsity implanted in childhood and youth is a stumbling block to the perception and reception of truths from the Word. Therefore, "nothing is more important to a person than to know what is true." (AC 794, 875, 1188, 2243, 5128:2; AE 478)
- For all of the above reasons, the education of children is a primary work of charity. (Char. 174)

1.4 The Purpose of New Church Education

New Church education begins in the home where the foundations are laid by the parents. The greatest single influence in the life of a child is affection for his or her parents, and it is through this first-formed affection that the Lord instills the spiritual delights called remains. When a child's social and

academic needs grow beyond what a home typically provides, formal education in a school setting provides for a child's further development. The school then works in cooperation with the home, building upon what has already been established in the home. It is essential that together the home and school reflect and implement the life and faith of the New Church.

New Church education rests on the premise that a person is a spiritual being, endowed by our Creator with the ability to acquire knowledge and develop a rational mind which can discern true ideas from false ones. When a child's delight in learning is directed to the Word, he or she can be introduced into a progressively interior perception of the Lord as a Divine Human. This is the reason the school and the home must support each other, for the truth that is not received with affection does not remain, and the quality of the affection by which the truth is received is profoundly influenced by the home.

The purpose of the New Church school in supporting the life and faith of the home is to:

- Establish in the mind of the child a true idea of God.
- Foster and protect an atmosphere of innocence which is how the Lord becomes present with people.
- Cultivate in children an affection for the spiritual truths in the Word.
- Assist every child in their understanding of spiritual truth and its application to the good of life.
- Support the development of a spiritual conscience in each student.
- Equip the child for a life of useful participation in society.

(Derived from *Education for Use* by Rt. Rev. W. D. Pendleton)

1.5 Description of School Seal

The Bryn Athyn Church School seal was developed by students, art teachers, and local artists in 1980. Every child submitted a design and common themes were collected by the teachers: The Lord as the Tree of Life, who brought the Crown of Revelation – the New Church – to mankind; the rainbow symbolizing the threefold Word connecting heaven with earth; and the lamb, which represents innocence, especially with the children who look to the Lord for all things.

(From *New Church Home* 1980)

2. PARENT SCHOOL RELATIONSHIP

2.1 A Cooperative Relationship

The education of a BACS student is most successful when a mutually supportive relationship exists between home and school. Parents are vital to the New Church education of a child, actively serving as role models for a spiritual, moral and civil life. The school strives to support families in embodying New Church principles in the home and appreciates the efforts parents make to support the decisions and expectations of their child at school.

We ask that all members of the school community support the Bryn Athyn Church School's mission and core religious beliefs. Parents support a child's New Church education by:

- 1) Modeling religious and moral behavior as described by New Church doctrine.
- 2) Promoting church teachings.
- 3) Abiding by school rules and policies.
- 4) Communicating with school community members directly, promptly and constructively.
- 5) Volunteering and actively participating in parent educational opportunities, as well as school events involving their children.
- 6) Remaining informed about curriculum.
- 7) Honoring financial commitments to the Bryn Athyn Church.
- 8) Reading the parent handbook and responding to school communications.
- 9) Following school safety and security procedures.

A healthy relationship between school personnel and parents promotes the best possible school experience for a student. While parents may not agree with all school decisions or policies, constructive cooperation occurs where there is a healthy and supportive working relationship between home and school. BACS reserves the right to terminate student enrollment should parental behavior undermine mutual trust with and respect for the school, since a positive relationship with parents is essential to the success of our educational program.

2.2 Tuition and Fees

The Bryn Athyn Church Board has approved a total tuition of \$11,250 for the 2022-2023 school year. The Bryn Athyn Church School has long been committed to providing families an affordable education. We offer need-

based aid to all who qualify. In fact, each student receives a discounted tuition as the actual cost of educating a student at BACS, approximately \$16,500, is more than the tuition charged.

The Bryn Athyn Church utilizes TADS www.tads.com as a third party to manage billing and financial aid. Parents are expected to accept and honor the terms and conditions that govern billing as per the agreement. Please contact BAC Treasurer, Stewart Asplundh (stewart.asplundh@brynathynchurch.org), with any questions regarding billing and/or financial aid.

2.3 Principal's Council

An important means of communication between home and school is the Principal's Council. The council is typically composed of twelve parents, teacher representatives from each unit in the school (primary, intermediate, upper, and specialist), the school pastor, vice principal and principal. It performs the classic threefold function of a council – an avenue of communication from parents to the school, an avenue of communication from the school to parents, and a forum to discuss issues related to the school. The council conducts monthly meetings.

The names of members and their contact information are published in every issue of the *CommuniK-8or*. Please feel free to contact them if you have any questions or suggestions.

2.4 Volunteering

Our school community is strengthened by a strong bond between home and school, most frequently realized through parents and teachers working together. To this end, we offer the opportunity for parents to be involved in the life of BACS through volunteering. Each class has a class parent volunteer, who provides many useful services, such as organizing food for educational festivals, arranging parent chaperons for school trips, etc. If you are interested in placing your name on a list for being a class parent for the following year, please contact Ayris Junge (ayrismorn27@yahoo.com), our head class parent. Otherwise, look for communication from your child's classroom teacher or the class parent during the school year for ways to help out in your child's classroom.

Another way to volunteer at BACS is to contact our volunteer coordinator, Ayris Junge (ayris.junge@bacs.org). Ayris coordinates regular volunteer projects for parents and community members at BACS. These volunteer activities greatly enhance the learning that occurs for our students, as well as providing an opportunity for parents and community members to be directly involved in the life of the school. Volunteer activities range from organizing tasks (photocopying, putting up bulletin boards, etc.) to working directly with students, and while volunteering opportunities have looked different as a result of COVID restrictions, there is still a need for this service at the school.

If you're interested in learning more about volunteer opportunities, contact Ayris Junge.

2.5 Communication Protocol

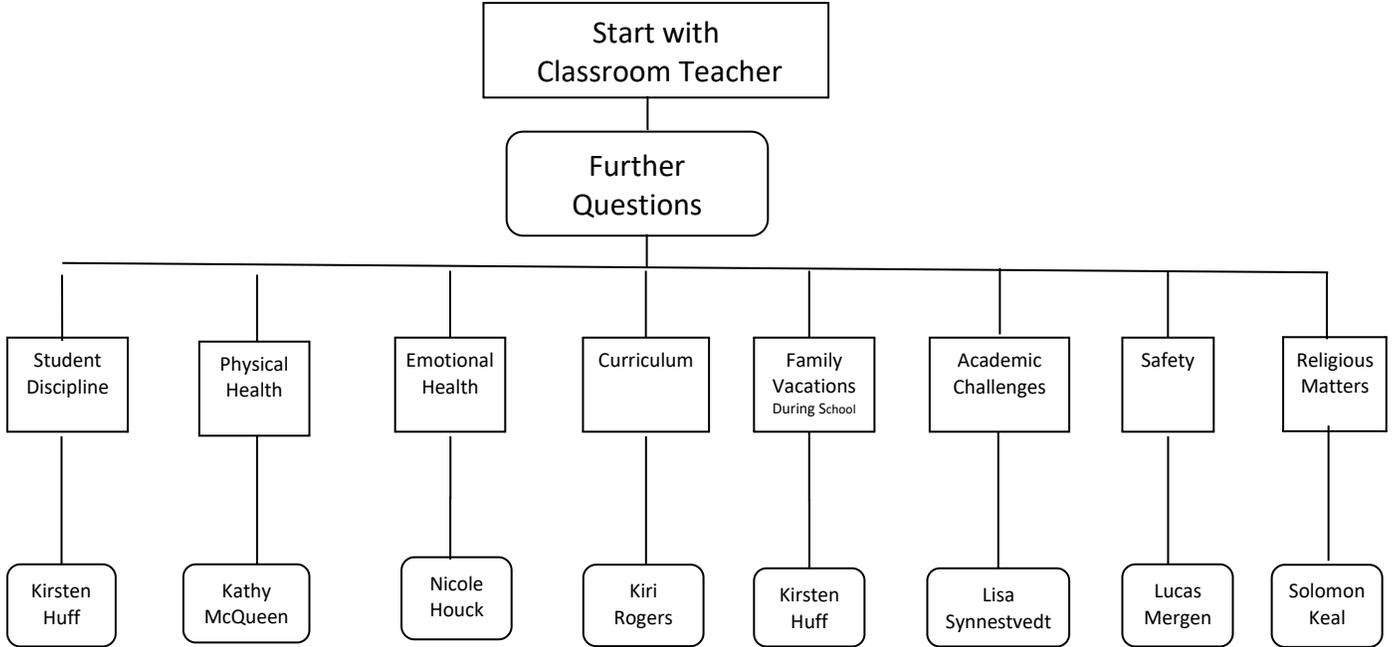
BACS fosters close communication between the school and home to promote a mutually supportive learning environment for your child. We endorse a proactive approach to addressing problems and concerns. Parents should communicate with their child's teacher first about any matters that may affect their child's school life. General information on student progress is provided through regular reports and parent meetings. Teachers communicate with parents if there are concerns about a child's academic performance or behavior.

Please contact the following people about the other school related matters listed below:

Topic	Person	Role
Religion Program	Solomon Keal	School Pastor
Music Lessons	Nathan Odhner	Music Lessons Director
After School Program	Beth Bochner	After School Program Manager
After School Sports	Alex Rogers	Athletic Director
ACE Program	Alex Rogers	ACE Program Coordinator
School Technology	Lucas Mergen	Technology Director
Busing	Natalie Lambertus	School Secretary
Visiting Students	Kirsten Huff	Vice Principal
Educational Testing	Lisa Synnestvedt	Student Support Director
BACS Volunteering	Ayris Junge	Volunteer Coordinator
School Safety/Security	Lucas Mergen	Safety Coordinator
Tuition/School Finances	Stewart Asplundh	Treasurer
Giving	Diana Mergen	Annual Giving Coordinator
Enrollment/Admissions	Joanne Hamilton	Enrollment Management Coordinator
Bryn Athyn Church	Derek Elphick	Pastor

Sometimes questions about your child's school life may involve school personnel beyond the classroom teacher. Please refer to the flowchart below to determine whom you should contact with a question.

Whom Do I Contact?



Principal	Kiri Rogers
Vice Principal	Kirsten Huff
School Pastor	Solomon Keal
Student Support	Lisa Synnestvedt
School Counselor	Nicole Houck
School Nurse	Kathy McQueen

3. ATTENDANCE AND TRANSPORTATION

3.1 Standard Daily Schedule

The schedule for the normal school day will be as follows:

7:30am	Bused students begin to arrive
7:45am	School doors open
8:00am	All students expected to be in their classrooms
8:05am	Morning worship begins
8:30am	Classes begin
12:15pm	Dismissal for kindergarten
12:15pm	Lunch begins for grades 1-6
12:30pm	Lunch begins for Grades 7-8
1:00pm	Classes resume for grades 1-8
2:30pm	Dismissal for grades 1-8

School dismisses Friday at 12:15 for the entire school.

At the completion of the school day, students are expected to leave the campus unless they are participating in extra-curricular activities.

3.2 Absence

Absence from school gets in the way of student learning, so the state of Pennsylvania has clearly defined expectations about how much time a student is required to be at school. The Bryn Athyn Church School abides by those requirements and has the following plan for supporting families in getting their children to school regularly. The policy below outlines attendance expectations and the plan for what will happen in the case of student absence.

- A maximum of ten days of cumulative excused absences (not including required exclusions or quarantine), verified by parental notification, are permitted during a school year. All absences beyond ten cumulative days will require an excuse from a physician. Doctors' notes can be provided at any time during the year. Those provided before a student reaches ten absences will offset the need for doctors' notes later in the year.
- Unexcused absences are considered unlawful. After each unexcused absence the school will communicate with the family, and all unexcused absences beyond three will be reported to the school district in which the student resides.

3.3 Excused Absence

An absence is considered excused if it is the result of

- Illness

- Family emergency
- Death of a family member
- Medical or dental appointments
- Authorized school activities
- Pre-approved educational travel
- Required exclusions and quarantine (communicated by the school nurse) resulting from exposure to COVID or other health epidemics (see 3.4)

In order for the absence to be considered excused, a parent or guardian of the student must provide an email to the school that explains the reason for the absence, and the reason must fit within the guidelines listed above. If not given on the day of the absence, parent notification must be produced within three days of the student's return to school following the absence. If no notification is ever produced it will be considered an unexcused absence.

If a student must miss more than 10 days of school, he/she will be required to bring in a doctor's note on the date of return to school following his/her absence for each additional absence. This applies to all but health department exclusions (see below). If notes are provided for illnesses prior to 10 absences, those notes will offset the need for doctors' notes beyond the 10 days. (e.g. A student who brings a doctor's note for absence #3 and 4 will be required to bring additional doctors' notes beginning on the 12th absence from school.)

*Note: Students who are absent on a given day are not permitted to attend school-sponsored events during that day or evening. This even applies to students who have a half day absence for the latter half of the school day if the absence is not due to medical or dental appointments. Special permission to participate may be granted by the vice principal.

3.4 Absence for Health Department Exclusion

Students who are excluded from BACS because of health department regulations in cases of health epidemics will not accrue absences that apply to the upper limit of ten excused. The absences from exclusion will be recorded but will be treated differently and will not lead to further action.

3.5 Absence for Travel or Vacation

BACS recognizes that occasional opportunities may arise for a family to take a trip during the school year, leading to their children missing school days. Absences from such trips will apply to students' ten-day excused absence totals. In such cases, a parent or guardian must submit a Planned Absence Form at least five days prior to the trip (found on the BACS website or obtained from the school secretary). If the form is not submitted, the absence will be recorded as unexcused.

3.6 Half Absence

A student is considered late if he/she arrives after 8:00am. Students arriving after 11:00 are considered absent for half of the school day. Likewise, students dismissed before 11:00 are also considered absent for half the day.

3.7 Lateness

The BACS school day officially begins at 8:00 am. Students are expected to be **in their classrooms** by that time. Students who arrive promptly have the opportunity to get a head start on handing in homework, catch up on unfinished assignments, or to get ahead on long term assignments. Arriving on time helps students to be ready for a successful school day and contributes to a calm and orderly start to the day. Students arriving after 8:00, consequently, are at a disadvantage and often miss important information. For these reasons, we have the following guidelines to support students in their timely arrival for school.

3.8 Excused Lateness

Lateness will be excused if it falls into the following categories:

- The student's bus is late
- A major traffic delay (due to an accident, flooding, etc.)
- A medical or dental appointment

3.9 Unexcused Lateness

The school will keep records of excused lateness and unexcused lateness. There will be no follow-up action with regard to excused lateness, except in cases where students accrue a significant number and the student's education is negatively impacted. At such a point, a phone conversation or a meeting with the parents will be initiated by the classroom teacher to let the parents know that problems are developing, and to help problem-solve better solutions (e.g. alternative times for orthodontist appointments, etc.). Follow-up action regarding unexcused lateness is handled as described below:

All students (K-8)

Each time a student arrives in his/her classroom after 8:00, the email below will be sent home to parents. This note is intended to inform parents that their child arrived late to their classroom, since parents may not be aware of this fact. Parents can use this information to problem-solve with their child to improve timely arrival.

Dear (Parent name):

This is an automatically generated letter. The purpose is to communicate that (student name) did not make it into the classroom by the 8:00am morning bell. We noted her arrival at (time).

Since (date of beginning of term), (child's name) has been tardy x times on the following dates:

The policy on unexcused lateness is as follows:

Grades 4-6: After the fifth tardy accrued, students will receive a detention for each additional lateness.

Grades 7-8: After the third tardy accrued, students will receive a detention for each additional lateness.

Please feel free to contact me with any questions.

Sincerely,

Kirsten Huff

Primary Students (K-3)

When a primary student accrues three unexcused lates in a term, the parents will receive a call or email from the school. If the pattern continues, the vice principal will request a meeting with the parents to problem solve and offer support in getting the student to school on time.

Intermediate Students (4-6)

When an intermediate student accrues three unexcused lates in a term, the parents will receive a call or email from the school. After the fifth late the intermediate student will be given detention for each additional lateness. If the pattern continues, the vice principal will request a meeting with the parents to problem solve and offer support in getting the student to school on time.

Upper Students (7-8)

After an Upper Unit student accrues three unexcused lates in a term, the parents will receive a call or email from the school. The upper unit student will be given detention for each additional lateness beyond the third one. If the pattern continues, the vice principal will request a meeting with the parents and upper unit student to problem solve and offer support in getting the student to school on time.

3.10 Communicating Absences

When a student will be missing school, we ask parents to notify the school secretary, the nurse, and the classroom teacher, preferably by email, with reasons for the absence, prior to the start of the school day. We account for the whereabouts of all students, so if a student does not show up for school then we need to locate him/her to ensure that he/she is safe.

3.11 Daily Dismissal

Children must follow their family's daily pick-up plan. Parents of regularly bused

students should provide written notification to the school secretary if their child will not use the bus service that day. Primary students should provide an email to their teacher and the school secretary whenever deviating from their daily pickup plan. Arrange play dates directly with your child or other parents. Please call our school secretary only when unforeseen circumstances require last minute changes in plans.

In cases where custody is shared, we require up-to-date information about who is designated to drop off and pick up students, including any relevant legal documents. Custody schedules must be signed by both parents, unless a document is issued from a court that prohibits one parent from having access to his/her child. Parents in such situations must submit to the vice principal a written pick-up plan at the beginning of each school year.

3.12 School Busing

Busing is provided to individual students through their public school district. Questions about busing should be directed to the school secretary.

3.13 Crossing Guards

Crossing guards are provided by the borough of Bryn Athyn at designated spots to help students crossing main roads. For information about the location of these crossways, see the BACS website and school notices. Crossing guards are on duty immediately before and after each school day, and students must cross where there is a crossing guard. Students walking from school have only fifteen minutes during which crossing guards are present. BACS provides student crossing guards at the Society Building where children are dropped off and picked up by private cars. We request that parents support this system by also crossing at the crosswalk when entering or exiting the Society Building.

3.14 School Closings, Delayed Openings, and Cancellations

Weather or other emergencies might require that school be delayed, cancelled, or closed after the school day has begun.

Parents should assume BACS is holding classes even in inclement weather, unless notified otherwise. Notification of late openings or school cancellation will be announced through the Omnilert system and will also be posted on the BACS website and Facebook page.

The decision to cancel or delay school opening for BACS is largely dependent on whether or not buses are running in school districts where our students live. Other factors such as student illness, power, or heat may influence this decision.

Emergency dismissals are called in extreme conditions. You will be contacted if your child is to be sent home mid-day. BACS will send a text using the Omnilert system asking for dismissal instructions. It is important that you respond to this text and not try to contact the school office with plans for your children. Note that you might

not recognize the number this text comes from, but please do respond to a message asking for instructions for your child's dismissal.

Key points:

- Watch for text from BACS. These messages will come from 79516 and will start with words "Public Safety"
- Reply to text with dismissal instructions
- Do not phone/email/text the school office
- Keep phone on and nearby

Important Emergency Dismissal Information:

- Do not call classrooms. If you must call the school, to return a message for instance, please call the secretary at 215-947-4086 x 213.
- Pick-ups may only occur at the Society Building. Parents may not enter the school building during an emergency dismissal so that we can keep track of all students.
- Students might not be released until conditions are determined to be safe.
- Special arrangements (play dates, for example) based on normal dismissal times will not be honored in the case of an emergency dismissal. Students will not be released to neighbors or relatives not listed as emergency contacts or designated in advance without parent approval.

For more information about these procedures, contact the safety coordinator, Lucas Mergen (lucas.mergen@bacs.org or 215-947-4086 x249).

3.15 Bicycles, Skateboards, Roller Skates, Scooters, etc.

Students should not ride bicycles, skateboards, roller blades, scooters, or other mechanical means of transport on BACS campus during school hours. They may be used on campus after 3:00pm on weekdays and anytime on weekends. They may not be ridden in school buildings.

Bicycles must be parked in or near the stands provided.

4. COMMUNICATION

Please see section 2.5 for Communication Protocol if you are wondering whom to contact with specific questions or concerns.

4.1 Parents' Rights to School Communication

School communications and student reports will be shared with each of the student's parents, unless court orders indicate otherwise.

4.2 Email

Please make sure to carefully read email updates you receive from the school. They include important, timely information, and it is our primary means of communicating information to parents.

4.3 *CommuniK-8or*

Parents are also expected to read the school newsletter, the *CommuniK-8or*. It contains important school information. It is generally sent via email twice monthly to parents.

4.4 BACS Website and Facebook Page

The school's website can be found at <http://brynathynchurchschool.org/>. Useful information is posted there, such as the school calendar, this handbook, and the dress code. The Bryn Athyn Church School Facebook page also regularly posts upcoming events, as well as pictures of recent events.

4.5 Omnilert

BACS uses the Omnilert system to convey important information to parents such as delayed school openings, cancellations and emergency closing information (see section 3.13). These messages can be sent in the form of a voice message, a text message, or an email.

4.6 Incoming Calls

Please contact the school secretary at 215-532-7171 to convey routine messages to students or teachers. Please do not call teachers during class hours.

4.7 Use of School and Cell Phones

Faculty and staff may give students permission to use school phones in emergencies. Students may also be given permission to use their own cell phones in emergencies or at other times, determined by the teacher or other school personnel, but students will otherwise not be permitted to use their phones during the school day.

5. ACADEMICS

5.1 Homework

Homework is an integral part of the educational experience at BACS. It serves a variety of uses, including:

- Reviewing and practicing classroom material
- Preparing students for the next day's work
- Encouraging students to use additional resources
- Exploring concepts more fully than there is time for in school
- Learning to work independently
- Encouraging self-discipline and independent study skills, including time management
- Promoting family interactions, such as reading to children
- Serving as a check for teachers as to whether a student understands the material
- Making up work due to an absence
- Completing work started in class

On a typical night the average student should spend the following amount of time on homework (including credit reading):

K – 5 minutes (recitation only)

1st – 15 minutes

2nd – 25 minutes

3rd – 35 minutes

4th – 45 minutes

5th – 55 minutes

6th – 65 minutes

7th – 70 minutes

8th – 80 minutes

The total amount of time each individual student spends on homework will vary. The primary unit does not give homework on holidays and weekends. The intermediate unit does not assign homework on holidays and usually not on the weekends, with the exception of long-term projects. The upper unit does not give homework over holidays, but homework may be assigned over the weekend for classes that meet on Monday. Generally, tests will not be given on Monday. Make up work may be assigned over weekends and holidays.

Parents play a significant role in helping their children be successful with homework. In the younger grades, parental involvement usually includes helping students learn recitations and reading with them. Parents help children as they progress through school by providing a structured environment to do homework, and by supporting teachers' expectations with regard to homework completion. Parents are a vital communication link with the teacher. Parents should contact the teacher when students struggle to complete homework.

5.2 Study Hall

Students in grades four through eight will be assigned a study hall when they do not complete homework or classwork by a specified date or time. BACS has a centralized system for study hall, which runs as follows:

- Students will be informed that they have study hall, and an automated email will also go home to parents that day. ***Study hall will be served the day after it is assigned, and most likely the only way parents will be notified is via email.*** Parents should check email every evening to see if their child has study hall the following day (study halls will be served on Monday if they are earned on Friday).
- A teacher will supervise study hall every day of the school week. Students will serve study hall in the ocean room.
- In the event that a student does not show up for study hall on the day it is to be served, he or she will earn a detention and will also need to serve the study hall on the day after they serve their detention.
- If a student misbehaves during study hall, he or she will be assigned a detention for the following day.
- When a student accrues ten study halls in a term, the student will be expected to attend study hall every day for the remainder of the term.
- Parents should contact the vice principal (Kirsten.huff@bacs.org or 215-947-4086, x214(w), 610-909-0608(c)) if extenuating circumstances prohibit students from serving study hall on a particular day. Exceptions include events like an important doctor's appointment that would be difficult to reschedule or childcare issues.

5.3 Diplomas and Certificates of Attendance

Students who complete eighth grade in a satisfactory manner will receive a diploma. Eighth grade students who have a failing average for the year in two core subjects will receive a certificate of attendance instead of a diploma.

5.4 School Supplies

Prior to the start of the school year, parents will receive a supply list for students in grades 4-8, identifying items that students are expected to bring to school. This list is also posted on the school website. Textbooks are provided to students in the older grades, and most school supplies are provided for primary students.

5.5 Library Information

The Bryn Athyn Church School library has a collection of books available to students and families connected the Bryn Athyn Church School.

Books are due after two weeks and can always be renewed.

Overdue Materials:

Students are reminded verbally about overdue materials as they visit the library during specified library class time, lunch recess, or on their own. Printed and/or emailed notices will go out to students and parents once per term, or on an as needed basis. Parents or students may request notices at any time.

Lost or Damaged Books:

When a book is lost or damaged and needs replacing we ask that a donation be made towards its replacement. The following amounts help us acquire replacements: \$3.00 for paperback easy reader books, \$5.00 for other paperback books, and \$10.00 for hardback books. We are grateful for parents' help in keeping books in good shape.

Student Library Accounts:

Each student has a library account created for them when they begin at BACS. Students may check out up to six books at a time. When a student's account is full, they will not be able to check out more books. If a student has a full account with the same books for several weeks in a row, we send an email reminder to parents to help students remember to return books.

Parent Library Accounts:

Parents may request to have a library account created.

6. BEHAVIOR

6.1 Student Behavior

“The Lord is order itself; and therefore, where He is present there is order, and where there is order He is present.” (AC 5703)

The object of the BACS behavior system is to create a charitable, safe, orderly, and happy environment for all students and teachers. Rules are based on principles drawn from the Word and on principles of respect for one another and oneself. Each unit and classroom have some of their own developmentally-appropriate rules, which are talked about during Parent Nights in September.

The BACS behavior system supports students’ development of empathy and self-regulation by outlining developmentally-appropriate positive behavior expectations and education about what those behaviors look like in different settings. BACS students are expected to practice courteous manners, speech, and gestures because they are external signs of charity, and students are expected to treat all property with respect. Students are supported in learning from their mistakes and recognizing how they and those around them are impacted by their behavior.

Any student whose actions seriously damage the charity, safety, or order of the school environment may be subject to disciplinary action, which may include suspension and expulsion.

6.2 BACS Code of Conduct

1. We will respect the Lord, His Name and His Word.
2. We will be honest, kind and helpful.
3. We will demonstrate respect toward others, ourselves, our school and community.

6.3 Major School Rules

1. Students will respect the Lord by speaking of Him respectfully, holding sacred the things of the Word, and not taking His name in vain. While there may be areas in a child’s life when he/she may hear people referring to God’s name as part of an exclamation or to express surprise, this is not acceptable at BACS.
2. Students will respect every member of the BACS community, expressing appreciation and recognition for each person’s gifts from the Lord. Students are taught and expected to use language that is culturally and racially respectful. Students will avoid the use of foul, profane, racist, sexist, or sexually inappropriate language, gestures, or actions. Students will not engage in physical, verbal or sexual abuse or harassment. Students will not create or possess pornographic materials.
3. Students are expected to engage in appropriate and respectful behavior regarding public displays of affection. Examples of inappropriate displays of affection include kissing, hugging and close personal contact.

4. Students will engage in upright and honest behavior, avoiding behaviors such as lying, cheating, plagiarism, and forgery.
5. Students will uphold all federal, state, and local laws.
6. Students will promote and support the health and safety of others and oneself including:
 - Avoiding the use, possession, or distribution of controlled substances (inhalants, acids, alcohol, tobacco products, drug paraphernalia, etc.).
 - Not bringing weapons to school. A “weapon” means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; fake (facsimile) weapons; all knives; blades; explosives; fireworks; mace and other propellants; stun guns; ammunition; poisons; chains; and objects that have been modified to serve as a weapon.
7. Students will not steal.
8. Students will not vandalize.
9. Students will not threaten the physical safety of other students or faculty members.
10. Students will not have repeated violations of the rules governing student behavior.

6.4 Other School Rules

Along with the major rules listed above and the classroom rules, the following rules also apply to all BACS students.

1. Students may not throw snowballs on campus.
2. Students may not climb trees on campus.
3. Students may not climb on ladders or scale any contraptions without written parental permission.
4. Students may not climb on the roof of buildings.
5. Students may not remain on school grounds from 2:45-3:00 Mondays through Thursdays and from 12:30-12:45 on Fridays.
6. Students may not chew gum on campus.

6.5 Enforcement of BACS Rules

An escalating scale of responses is designed to help students learn natural consequences for inappropriate behavior. The vice principal and principal may utilize any one or combination of the following consequences for rule infractions:

- Personal conference with student
- In-person or phone conference with parent
- Withdrawal of privileges (e.g. recess)
- Detention
- Suspension (in or out of school)
- Probationary period
- Dismissal from school
- Other appropriate responses

A typical progression through the discipline system might proceed as follows:

1. Three detentions within five school days results in an in-school suspension and disciplinary probation.
2. The third suspension during a term or while on probation will be served out of school.
3. After two out of school suspensions similar offenses will result in dismissal from school.

The vice principal will review student's probation status at the end of each term.

The school retains flexibility in dealing with students who have committed rule infractions. Civil authorities may be involved if appropriate. While most misbehavior is dealt with in a gradual response manner, serious offenses may lead to immediate, significant disciplinary responses.

Students' behavior on the way to and from school falls under the jurisdiction of the school's discipline system. This includes behavior on the school buses and walking to and from school. Online behavior that involves other BACS students also falls under the jurisdiction of the school's discipline system.

Minor Behavior Infractions:

Minor infractions such as breaking classroom rules and dress code violations will be addressed by the classroom teacher. Detentions may be given to students in grades 4-8 when students break low-level rules. Faculty members will notify the vice principal of a student who continues to engage in repeated minor behavior infractions, since repeat minor infractions become a major school infraction. Efforts will be made by classroom teachers, the school counselor, and the vice principal to engage students in problem solving so that they can experience growth and learning with regard to their behavior and its impact on others. Students are invited to self-reflect and to participate in making amends where appropriate when they have caused harm to another.

Major Rule Infractions:

Students whose actions violate the major school rules or are of an equivalent severity will be subject to serious consequences. Major rule infractions will be reported to the vice principal and/or the principal, and the student will be given appropriate consequences (e.g. detention, in-school suspension, out-of-school suspension, dismissal.)

1. Parents will be notified of major rule infractions and consequences by the vice principal or principal.
2. Students breaking a major school rule may be dismissed from school by the principal.

Intermediate and Upper Unit Study Hall Policy

Homework completion is an important part of academic and study habit training. Therefore, the timely completion of assignments is expected, and consequences follow for disregard of this expectation.

- In the 5th- 8th grades, students who do not complete homework by the due date will be assigned a 30-minute study hall. Students in 4th grade will begin with 15-minute study halls, moving to 30-minutes if they have multiple study

halls.

- An automated email will be sent to parents on the day the student earns the study hall, and the expectation will be that students serve study hall the following day after school. Parents should check email each evening, in case they have received information about a study hall.
- Parents should plan to pick children up after study hall at the front entrance to the school at 3:05 Monday through Thursday, and 12:50 on Friday.
- If a student cannot serve study hall on the day they are expected to serve it, their parents should contact the vice principal and the teacher who assigned the study hall to communicate the reason why they cannot serve, and to make arrangements for them to serve on a different day. Acceptable reasons for moving study hall are things like a pre-existing doctor's appointment or childcare issues.
- Students involved in after school sports or music lessons will be expected to serve their study hall before attending their after school activities. This may mean that students will miss their ride to away games. In such a circumstance, parents may drive their child to the game after they serve study hall.
- In the event that a student does not show up for study hall on the day it is to be served, he or she will serve detention the following day and their original study hall the day after that.
- Students receiving more than ten study halls for missed assignments in a term will be required to attend study hall every day for the remainder of the term. If a student who has been assigned study hall every day continues to accrue study halls, he or she will experience further disciplinary action, such as in-school and out-of-school suspensions, as well as expulsion. Parents will be notified when students are approaching these escalated consequences.

Detention

Students in grades four through eight will be assigned a detention for behavioral infractions such as disregarding a teacher's behavioral instructions, receiving more than an allowable number of behavior warnings, or disrespecting another student.

- In the 5th- 8th grades, detentions are 30 minutes. Students in 4th grade will begin with 15-minute detentions, moving to 30-minutes if they have multiple detentions.
- While in detention, students will answer reflection questions, based on restorative practices. The vice principal will review the students' answers to these questions to make sure students are maximizing this learning opportunity.
- An automated email will be sent to parents on the day the student earns the detention, and the expectation will be that students serve detention the following day after school. Parents should check email each evening, in case they have received information about a detention.
- Parents should plan to pick children up after detention at the front entrance to the school at 3:05 Monday through Thursday, and 12:50 on Friday.
- If a student cannot serve detention on the day they are expected to serve it, their parents should contact the vice principal and the teacher who assigned

the detention to communicate the reason why they cannot serve, and to make arrangements for them to serve on a different day. Acceptable reasons for moving detention are things like a pre-existing doctor's appointment or childcare issues.

- Students involved in after school sports or music lessons will be expected to serve their detention before attending their after school activities. This may mean that students will miss their ride to away games. In such a circumstance, parents may drive their child to the game after they serve detention.
- In the event that a student does not show up for detention on the day it is to be served, he or she will serve detention the following day and detention the day after that. This will be considered a second infraction.
- If a student misbehaves during detention, he or she will be assigned an additional detention for the following day.
- When a student accrues three detentions within a five-day period, they will serve an in-school suspension. The vice principal will communicate with the parents, and the student will be expected to spend the following day in the vice principal's office. They will also see the school counselor during that day to support him or her in making positive behavior choices.

Suspension

In some instances, the nature of the violation might indicate that temporary separation from the classroom or school is warranted. The length of the suspension may vary.

Withdrawal from School

A student may be asked by the principal to withdraw from school. A student not subject to disciplinary action may withdraw from school upon written notification to the principal by a parent/guardian. Any claims or settlements arising from a withdrawal or dismissal are subject to the terms of the enrollment agreement between the school and parents/guardians.

Dismissal

In some instances, the nature of the violation might result in a student be dismissed from the school. Students who have been dismissed or withdrawn for disciplinary purposes may not return to campus or take part in school-sponsored events unless their parents secure advance written permission from the principal.

Readmission Policy

Students who have been dismissed from school or who have withdrawn for disciplinary purposes cannot reapply until the following academic year. The admissions committee will evaluate the student's candidacy upon receipt of a complete application.

Behavior Outside of School

It is expected that students will refrain from any action outside the school

environment that might bring discredit, embarrassment, or harm to members of the BACS community. A BACS student represents the school in his/her words and deeds, even when off campus. Students whose off-campus behaviors are prejudicial, harmful or potentially dangerous to students or the school community may be subject to the school's disciplinary policies (behaviors include damage to school grounds or property, bullying of other students impacting school participation, inappropriate social media posting, or online declarations that discredit the school or its personnel.)

6.6 Care for School Property

Students are involved in the cleaning of classrooms and the school to foster an orderly sphere. Students demonstrating disrespect for school facilities will face disciplinary action.

Some specific guidelines:

1. Students are to treat textbooks with respect.
2. No stickers are to be placed on the inside or outside of lockers.
3. Lockers are to be kept tidy.
4. Upper Unit locker doors must be closed and latched as designed without forcing hinges.

Note – School personnel may inspect lockers. Students must provide the classroom teacher combinations or keys to locks placed on student lockers.

Students or their parents will replace or pay for damaged school property.

6.7 Bullying

Bullying is an act that is done on purpose. Students who bully use their power (physical size, age, popularity, etc.) to threaten, annoy persistently, or hurt others. Most often, bullying happens over and over to one person, or a group of people, but not always.

The following are examples of bullying.

Verbal Bullying (including Cyber-Bullying)	Taunting, teasing, name calling, using words to humiliate, intimidate, ridicule or hurt feelings; spreading rumors, whispering about another student; refusing to let someone else speak. Racial epithets and other discriminatory statements are considered bullying and are unacceptable.
Non-verbal and Non-physical Bullying	Making threatening gestures, making obscene gestures; making gestures which indicate contempt or other negative attitudes; excluding others from a group; manipulation of others' friendships.
Physical Bullying	Hitting; kicking; punching; shoving; destruction or theft of property; encouraging

	another to assault someone.
Sexual Harassment	Sexual harassment is another form of bullying which demeans, embarrasses, or humiliates another person. This includes jokes, comments or taunts about sexual body parts, and passing unwanted notes or pictures of a sexual content.

To combat bullying behavior, BACS takes a multifaceted approach, including extensive supervision, education for the students about what is considered bullying behavior, significant consequences, help for those who are targeted, and an annual survey to determine the effectiveness of the program.

The prevention program focuses upon regular education and practice of positive behaviors, as well as what to do when you or someone else is bullied. Teachers also host regular discussions on charitable interactions and bullying interactions, and the difference between rude, mean, and bullying behavior and how to respond to each. The aim is to keep students safe and also to facilitate the social and emotional learning of all students at BACS.

When a teacher identifies bullying behavior, students are given the opportunity to learn from their mistakes. They meet with a school counselor to help raise empathy and they may be issued a bully warning or strike. Parents are notified and expectations are outlined for future positive behavior and consequences for further bullying behavior. Such consequences range from a discussion about the serious nature of bullying to detention or suspension and can ultimately lead to dismissal from school as described in section 6.5. There is a progression from warnings to strikes, which tracks patterns of behavior. A chart of this progression of consequences can be obtained from your child’s classroom teacher or from the vice principal. Support is provided for the student who has been on the receiving end of bullying behavior and for the student who has exhibited bullying behavior – both through individual counseling and instruction.

BACS is also undergoing training in a social emotional learning (SEL) program during the 2022-23 school year. The faculty will be trained this year, with the expectation that it will be rolled out next year to students and parents. This evidence-based program is designed to help students recognize and manage their feelings, which will lead to more positive social interactions and fewer incidents of bullying.

6.8 Cell Phones

Phones can disrupt classes and be used for cheating or inappropriate audio and visual recording. BACS observes the following phone rules:

- Cell phones should be turned off and not be used during the instructional day (7:45-2:30) or during any school-sponsored event, such as after school sports, play rehearsal, etc.

- Students may use cell phones at dismissal, but they may not use them in the hallways.
- Cell phones should be kept in student lockers or backpacks during the instructional day (not in students' pockets). They should be out of sight and be turned off or on silent ring at all times during the instructional day.
- Cell phones may not be used for games, audio recording, taking photographs, playing music, or any other feature at any time during the instructional day, except when given permission by their teacher.
- Cell phones may never be used in bathrooms or locker rooms.
- Use of cell phones for field trips and sporting events during or after school hours will be at the discretion of the teacher/coach.

Consequences:

1st offense: Cell phone is confiscated and returned to the student at the end of the school day.

2nd offense: Cell phone is confiscated and returned to the student's parent or guardian at the end of the school day.

3rd offense: Cell phone is confiscated and returned to the student's parent or guardian at the end of the school day. Disciplinary consequences may be applied.

6.9 Personal Electronic Devices and Student Camera Use

Students may bring in and use personal electronic devices for reading and note taking purposes only, and only with prior teacher permission. Students may take photographs during field trips and special events with permission from their teacher, but no pictures may be taken during the school day except under teacher supervision.

7. DRESS CODE

7.1 Introduction

The Bryn Athyn Church School dress code is intended to promote a sphere of external order and charity which reflects the underlying religious ideals of the New Church. It outlines a system that promotes modesty and conscientiousness about school and learning, and fosters school unity and school pride. The dress code will be enforced at school with appropriate steps and consequences defined elsewhere. We appreciate the participation of parents in outfitting their children in accordance with the following guidelines.

If there is a medical reason why a student cannot comply with the dress code for an ongoing need, a doctor's note and a conversation with the vice principal is required.

7.2 General Clothing Requirements

While in school, students should wear classic, uniform-style clothing. This includes long or short pants, skirts and jumpers for girls, polo shirts, button-up shirts, full turtlenecks, and simple, secure-fitting shoes or sandals.

GENERAL GUIDELINES FOR ALL CLOTHING

The following guidelines apply to all clothing items. In the interest of simplicity, they will not be repeated in descriptions of individual clothing items, but do apply to all clothing. As a general rule, if an item is not listed in this dress code, it is not permitted. As always, if you have questions ask before you buy or before you take off tags and throw away receipts.

Clothing should fit well. It should not be too tight, too short, too long, too low, form fitting, baggy, or sloppy.

Clothing should be simple. It should be in solid colors or BACS plaid (see below for more information). Clothing should not have stripes or patterns of any kind. Clothing should not have decorations or embellishments. This is including but not limited to appliques, patches, extra buttons or zippers, extra pockets, decorative stitching (except shoes – see shoe guidelines), flowers, rhinestones, gems, sparkles, or lights. BACS patches will be available for purchase (around \$3 each) that may be sewn onto clothing to hide logos and to enhance school pride.

Clothing should be in good condition. It should be clean without unfinished seams or edges, tears, fraying, stains, or wrinkles.

BACS plaid. BACS plaid is available through different vendors under different names: at Lands' End the BACS plaid is called classic navy large plaid; and at

French Toast (<http://www.frenchtoast.com/>) it is called navy/red. Please confirm that you have the correct plaid if you have any questions.

Pants and Shorts:

Acceptable pants and shorts are traditional, uniform-style, pants or shorts in navy blue or khaki (this style of pants is sometimes referred to as chinos, Dockers or khakis). Pants and shorts should sit at or just below the waist and have a straight leg. Shorts should be no more than 4" from the ground when kneeling.

No:

- Jeans, cargo pants, military fatigues, overalls, sweatpants, warm-up pants or other athletic wear
- Bellbottoms or gauchos
- Drawstring waists
- Low-rise pants
- Pockets that are pouch-style, cargo-style or pleated
- Removable legs
- Jersey, knits, interlock, satin or denim

Skirts and Jumpers:

In addition to pants and shorts, girls may wear skirts, skorts, and jumpers. Acceptable skirts, skorts (full skirt with attached shorts), and jumpers are traditional, **uniform-style** in navy blue, khaki, or BACS plaid. They should sit at or just below the waist and be no more than 4" from the floor when kneeling. Uniform style button embellishments are permitted.

For modesty sake, navy blue or black, fitted knit shorts or spandex must be worn underneath skirts and jumpers, must come down to mid-thigh, and must not show.

Dresses – Permitted for K-3rd grades only:

In addition to pants, shorts, skirts, skorts, and jumpers, girls in k-3rd may also wear polo dresses. Acceptable dresses are **uniform-style** polo dresses in any solid color with the exception of black, metallic, or neon colors. Dresses should be no more than 4 inches from the floor when kneeling.

Shirts:

Acceptable shirts are traditional, **uniform-style** long or short sleeve polo shirts, button-up shirts, and full turtlenecks (no mock turtlenecks) in woven, jersey, or mesh (pique) fabric with buttons all the way up to the collar. Any solid color is permitted with the exception of black, metallic, or neon colors. Shirts should be long enough to cover the waistband when the arms are raised but should not go below the hips. Additionally, shirts should be buttoned up to at least the third button from the top.

Shirts must have collars and the collars must always be worn down. Girl's shirts can have a pointed or rounded (Peter Pan) collar, which can be plain or have a small ruffle or lace in the same color as the shirt.

Shirts with tails (a curved bottom edge) must be tucked in for students in 4th-8th grade.

When an undershirt is worn, it must be white and may only show at the collar.

Sweaters/Fleeces/Sweatshirts:

Acceptable sweaters and fleeces are traditional, uniform-style in white, navy blue, or red. Sweaters and fleeces can be cardigan or pull-over styles with zippers or buttons. Sweater and fleece vests are permitted. Students may purchase fleeces in white, navy blue, or red with a BACS logo embroidered on them from Lands End. You can find them [here](#).

Students are allowed to wear the BACS sweatshirt (you can order them [here](#)) but are not permitted to wear any other sweatshirts, hoodies, or coats in the classroom. If your child tends to get cold at school, you will need to send him/her with a regulation sweater, fleece, or BACS sweatshirt.

Sweaters and BACS sweatshirts may have hoods, but hoods must not be worn up in the school building.

Students are required to wear a dress code compliant shirt underneath sweaters, fleeces and sweatshirts.

Belts:

Acceptable belts are traditional style belts with a conservative buckle in solid black or brown. Belts must be appropriately fastened at all times.

Belts are permitted but not required for K-3rd grade. Belts are required for any 4th-6th grade student if the shirt is tucked in and the skirt or pants have belt loops. Belts are also part of formal event wear, see below. Belts are required for any 7th – 8th grade student (and for 4th-6th graders when requested by the school), boy or girl, whenever pants are worn.

Ties:

Ties are optional. For boys, acceptable ties are neatly tied standard ties or bow ties that are BACS plaid or any solid color with the exception of black, metallic, or neon colors. For girls, acceptable ties are neatly tied standard ties or cross ties in BACS plaid (standard ties should not be worn with a Peter Pan collar). All ties should be worn with a button-up shirt that is completely buttoned. Ties can be purchased from the school secretary, Nat Lambertus (nat.lambertus@bacs.org).

Socks:

Acceptable socks, tights, and leggings are plain, cabled, or ribbed in any solid color. Socks must be visible above the shoe, and they must be a matched pair. Small logos are permitted on socks. Logos can be a different color than the sock.

Shoes and Sandals:

Students may wear any matched pair of shoes, as long as they are safe and secure-fitting and sit below the ankle, and as long as they are not heels. Note that footwear such as flip-flops, slippers, Crocs or boots (indoors) do not meet these requirements.

Shoes should always be securely and neatly fastened (tied, buckled, velcroed, etc.) and sandals should, at a minimum, have a strap across the foot and around the back of the ankle. Shoelaces on shoes must be a matched pair.

Socks must always be worn with shoes.

No:

- Boots (indoors), water shoes, jelly shoes, slippers, Uggs, Vibram FiveFingers or look-alikes of any of these styles
- High heels or pumps over 1"
- Excessive padding on the tongue or otherwise

On bad weather days, students are encouraged to wear boots to school but must change to acceptable shoes before the 8:00 bell.

P.E. SHOES: Please see section 7.4 P.E. Clothing Guidelines below for important information about P.E. shoes.

7.3 Event Wear

In the interest of school spirit, unity and pride, as well as other considerations, the school requires certain clothing for various school events. Notes will go home informing parents when Event Wear should be worn.

Casual Event Wear:

Casual event wear is required for field trips and at some other times, specified by the classroom teacher. Casual event wear requires students to wear a red polo shirt with their regular school bottoms.

Formal Event wear:

Formal event wear is required for school opening, the Christmas program, the spring concert, and graduation. Formal event wear requires students to wear a white button-up shirt **or a white polo** with their regular school bottoms (including khaki). BACS ties are optional. Students wearing button-ups are required to tuck in their shirts and a belt is required for intermediate and upper students if there are belt loops.

Additionally, students are permitted but not required to wear a navy blue blazer or a red or navy sweater or vest.

7.4 P.E. Clothing Guidelines

Primary grades

Primary grade students wear their school clothes to PE.

Shoe options for PE class:

1. Wear secure fitting, comfortable shoes with non-marking soles to school and to PE class.
2. If wearing non-athletic shoes to school, students should bring sneakers/athletic shoes to change into for PE class. Students may leave a pair of athletic shoes at school for the year if that is easier than bringing shoes back and forth daily.

Intermediate and Upper grades

Intermediate and Upper grade students will be issued a PE uniform by the PE teachers in their first class. The uniforms stay at school and are laundered regularly on school premises.

Students must wear socks and secure fitting sneakers/athletic shoes with non-marking soles and laced up ties to PE class. Hair must be tied back for PE classes.

Students are encouraged to:

1. Leave their sneakers in their PE locker
2. Have personal care items such as deodorant and comb/brush (aerosol not allowed)
3. Have a lock for their lockers
4. Have a sweatshirt for outside activities.

7.5 Jewelry

1. All jewelry should be minimal (no large showy costume jewelry), and bracelets should be no wider than ½ inch.
2. Visible body piercings, other than ear piercing and nostril piercing, are not acceptable. Nostril piercings must be limited to small studs. All earrings/nostril studs must be removed for PE and after school sports.
3. Earring length should follow the guidelines below:
 - Primary Grades (K-3): no longer than ½ inch
 - Intermediate Grades (4-6): no longer than 1 inch
 - Upper Grades (7-8): no longer than 1½ inches
4. Sunglasses are not to be worn inside the school building.

7.6 Hair

1. Hair should be neat, clean, nicely groomed and kept out of the eyes. Also unacceptable are distracting variations of hair style, or hair that calls undue attention to a student.
2. Hair, for boys and girls in the intermediate and upper grades (4-8), should be cut such that eyebrows are visible. Students with hair that falls into their eyes, who do not want to cut it, may discreetly use hair products such as rubber bands, clips, or hairspray to keep their hair out of their eyes.

3. Hair must be tied back for PE classes.
4. Head scarves and bonnets may be worn. They may be solid black, white, red, dark green, light or navy blue — in shades that match the uniform.
5. Students in the primary and intermediate grades (K-6) may not come to school with his or her hair dyed any color. In the upper grades (7-8) students' hair must remain its natural color, but very light, blended highlighting is acceptable.
6. Boys should have a clean shaven appearance (no moustaches or beards).

7.7 Make-up

1. Students in the primary and intermediate grades (K-6) may not wear make-up. Students in the upper grades (7-8) may wear very light make-up.
2. Any color nail polish is acceptable for all students with the exception of black or near-black colors.

7.8 Outdoor wear

1. The outdoors are used as part of the school day, even in inclement weather. As a result, students will be expected to have outerwear that will enable them to be outside in rain and cold weather. They may bring outerwear to leave at school so they don't have to remember it every day.

7.9 Buttons/pins

1. Students are not permitted to wear buttons or pins with words or pictures on them.

7.10 Writing on Body

1. Students are not permitted to write or draw on their bodies.

8. STUDENT SERVICES

8.1 General Information

Classroom teachers provide instruction for a wide range of student abilities. However, some students may benefit from additional support. This support is provided through our Student Support Center (SSC) and the Montgomery County Intermediate Unit (MCIU).

Student Support Center (SSC)

The Student Support Center provides academic support, school related counseling, and, enrichment, as resources allow.

Academic Support

The SSC provides supplementary remedial instruction outside of the classroom in the areas of math and reading for students who demonstrate the need for support beyond the classroom program in these areas. Remedial instruction outside of the classroom is typically offered in a small group setting for between one and four sessions per week as resources allow. Because students in kindergarten are just beginning their immersion into language and math skills, SSC services are limited at the kindergarten level.

The SSC provides academic inclusion support in the classroom in the content areas (i.e. social studies and science), starting in third grade. This support is provided on an as needed basis, as resources allow, and is shared among students in a classroom. Recipients of in-class support are students who demonstrate a need for more individualized academic support with the grade level demands of these subjects than the classroom teacher can provide. The SSC also provides consultative support for teacher accommodations to curricular expectations in content area classes. Alternate remedial programs are not offered in content area subjects at any grade level.

Starting in third grade, learning support programs may be provided in the SSC in one or more of the following areas: math, grammar, spelling or reading/literature. Full pull-out programs in these subject areas are developed as resources allow and are designed for students for whom partial remedial instruction is not sufficient, and who demonstrate an inability to be successful with the academic demands of the classroom curriculum in one or more of these subject areas.

Direct support is not offered in the following areas: religion, story, library, class meeting, computers, art, PE, music, or worship.

On-site therapy services from other providers (e.g. physical therapy, occupational therapy, behavioral support therapy, vision therapy) cannot be accommodated at BACS.

Enrichment

Enrichment is currently available in mathematics, creative thinking and logical thinking skills. Students are referred for participation in the enrichment program based on standardized test scores and classroom performance. Enrichment classes usually occur once a week, outside of the classroom, during a core academic subject. Students who participate in the enrichment program are responsible for keeping current with any classroom activities that are missed due to enrichment classes.

During distance learning, student support will continue synchronously and asynchronously.

MCIU

The Montgomery County Intermediate Unit is a state-funded regional educational service agency, part of the Commonwealth of Pennsylvania. To serve the non-public schools, the Intermediate Unit administers a program of auxiliary services for the students attending non-profit, non-public schools. The MCIU currently offers support at BACS in the following areas: speech, counseling and educational testing. These services are allocated on a year by year basis at the discretion of the county.

The MCIU speech-language pathologist offers speech therapy for students who qualify for this service based on MCIU qualification parameters. This service is offered immediately during the school day on BACS premises, as the speech-language pathologist's schedule allows.

The MCIU counselor is at BACS one day each week and provides school related counseling services to students as needed.

The MCIU also provides educational testing for students who qualify for this service based on MCIU qualification guidelines, and as MCIU resources allow. Student testing is performed by an MCIU School Psychologist on BACS premises.

8.2 School Counselor

The school counselor at BACS assists faculty and provides age appropriate support to help individual students and classes develop problem solving techniques, address social emotional challenges, and manage the normal developmental tasks of childhood. In addition, assistance is offered for a variety of issues including bullying, emotional conflicts, friendship and family concerns, time management, conflict resolution, and stress and anxiety reduction. All counseling contacts are confidential. In the event that an individual presents a danger to self or others or is at risk for harm, private information will be judiciously shared, and then only in the interest of protection and safety. Parents are always consulted in crisis situations and are encouraged to call on the school counselor for support and guidance any time concerns or challenges arise.

8.3 Sexual Abuse Prevention and Treatment Education (SAPTE)

The Sexual Abuse Prevention and Treatment Education program is designed to give children the tools to recognize inappropriate sexual contact, and to enable them to report to responsible adults. Each grade level is presented with a lesson during the school year as part of the health curriculum.

Our expectation is that all students be taught the valuable material covered in the SAPTE lessons. Some parents may choose to have their child learn the material at home rather than in the classroom. If this is the case, parents will indicate their wish to make these arrangements with the principal as part of the online forms which are completed before school begins.

8.4 Student/Teacher Education Program Support (STEPS)

The STEPS program, directed by the school counselor is a holistic approach to address the needs of at-risk students. Features of the program include:

- Providing support to at-risk students - usually those with both academic and behavioral challenges
- Creating a team of professionals and parents
- Considering potential factors involved in a student's difficulty
- Developing an educationally appropriate support plan
- Monitoring the student's behavior and/or performance using a strengths-based perspective to support continued student success.

Parents or teachers can initiate an exploration as to whether a STEPS team might be appropriate for a student. When the need for STEPS intervention is identified, a team is formed, usually consisting of the homeroom teacher, the parents, a counseling professional, and a trained leader. The team meets usually every six weeks or as needed.

Meetings consider the student's strengths and what specific challenges he or she is having. Information is contributed from all who are involved with the student, and together they explore what might be contributing to the difficulties. The goal is to make concrete changes to support the student's success in the school setting. These changes may include recommendations for further testing and behavior modifications to be implemented in a home-school team approach. Subsequent meetings then monitor the success of the interventions and consider further options.

Contact the school counselor for further information about this program. (215-947-4086 x 224)

8.5 Reporting Child Abuse

Child abuse is a very serious offense that threatens the innocence of children. Physical, emotional, and/or sexual abuse all leave long lasting scars and give the child additional opportunity to damage a growing child. The protection of children is a primary responsibility for all BACS employees. We follow the General Church Child

Protection Policy – Guarding Against Sexual Abuse. The General Church Abuse Committee may be informed of allegations involving church members or students.

School personnel are legally bound by the state of Pennsylvania to report any suspected abuse. All Bryn Athyn Church School employees are legally mandated reporters and must report whenever there is reasonable cause to suspect that a child is being abused or neglected. Teachers and administrators may not investigate any case, but must turn the matter over to civil authorities, who will decide whether to investigate and, in some cases, to conduct an investigation.

9. HEALTH

9.1 Health Care

Kathy McQueen, RN, is the full-time nurse at BACS and is based out of our health office located in the intermediate wing.

The role of the school nurse is to provide first aid, and illness and emergency care to students and staff; maintain medical records in compliance with state mandates; conduct state-mandated health screenings; and provide nursing services to students with chronic health conditions.

9.2 Medical Forms

Yearly updated medical forms (including physicals and dental exams as required by the state) must be returned to the school before students are allowed to register, attend classes, or participate in other school events.

The health office keeps all medical history and medical records confidential except as may otherwise be required by applicable law or regulations. When appropriate, parents and students may elect to share pertinent medical information with a teacher or administrator. Medical records are prohibited from release unless specific written permission is given.

Parents are encouraged to inform the school nurse promptly of any new or changed medical treatment at home during the academic year, particularly if such treatment includes prescription medications. Parents are also encouraged to communicate student illness and injuries to the school nurse.

9.3 Immunizations

The Pennsylvania Department of Health requires that no student be admitted to school without having complied with the Immunization Regulations 28 Pa. Code 23.81-87. This requires immunization for the follow illnesses:

Children in ALL grades (K-8) need the following immunizations for attendance:

- 4 doses of tetanus, diphtheria and acellular pertussis (1 dose on or after the 4th birthday) - DTaP
- 4 doses of polio (4th dose on or after 4th birthday)
- 2 doses of measles, mumps and rubella (MMR)
- 3 doses of Hepatitis B
- 2 doses of varicella (chicken pox) or evidence of immunity

Prior to 7th Grade: 1 dose of tetanus, diphtheria and acellular pertussis (Tdap)
1 dose of Meningococcal conjugate

The Pennsylvania Health Department eliminated the eight-month provisional status for admittance to school effective the 2017-2018 school year and set up

requirements that would allow for exclusion of students under certain circumstances. The amendments require a child to have any single dose vaccine upon school entry or risk exclusion. In the case of a multi-dose vaccine, the amendments require that the child have at least one dose upon school entry. If additional doses are required a Medical Certificate Form (available from the school secretary or school nurse) must be filled out and signed by the medical provider as proof that the student is scheduled to complete the required immunization plan. As per Health Department requirements, this certificate will be reviewed every 30 days and kept on file at the school until the official school immunization record is complete.

If there are conscientious objections (23.84), an exemption certificate setting forth the reason for objection is to be kept as an official part of the student's health record. Acceptable objections include: medical reasons (requiring a doctor's signature); religious beliefs; and a philosophical/strong moral or ethical conviction. (These certificates may be obtained from the school secretary or school nurse).

In the event of an outbreak of a vaccine preventable disease, a non-vaccinated child may be excluded from school until the outbreak is over.

9.4 Communicable Diseases

The school requests that parents keep at home any child who has been exposed to a serious communicable disease for the days when children usually come down with the disease. A check every morning during the incubation period should help against spreading the disease. In case of doubt with any symptoms of illness, call your doctor.

A child should be kept home from school if any one of the following symptoms appears either during the night or in the morning. These symptoms can be precursors to many different illnesses. A day of rest will help your child recover more quickly and prevent the spread of illness to other children. These guidelines help provide a safe and healthy environment for our children.

1. Mouth sores associated with an inability to control saliva
1. Rash with fever or behavioral changes
2. Purulent discharge from the eyes
3. Productive cough with fever
4. Oral temperature equal to or greater than 100.6 F (students must be fever free for twenty-four hours, off of fever reducing medication, prior to returning to school)
6. Unusual lethargy, irritability, persistent crying, difficulty breathing or other signs of severe illness
6. Vomiting (until resolved)
7. Diarrhea (until resolved)
8. Symptoms of flu: body aches/pains, headache, lethargy, fever etc.

In accordance with Pennsylvania State Regulations, certain contagious diseases require children be kept home from school. CHILDREN MUST REMAIN HOME FROM

SCHOOL WITH THE FOLLOWING DISEASES as indicated:

CHICKEN POX:	until the last blister has scabbed over
CONJUNCTIVITIS (purulent):	twenty-four hours on antibiotic therapy and when drainage subsides
GERMAN MEASLES (Rubella):	at least four days after the appearance of rash and symptoms have subsided
HEPATITIS A:	at least seven days after onset of illness/jaundice (note from doctor required)
IMPETIGO:	twenty-four hours on antibiotic therapy and/or note from doctor
LICE (head):	from end of school day until after first treatment with a pediculicide (consult your doctor)
MEASLES:	at least four days from onset of rash (further exclusion may be required by the Health Department)
MUMPS:	at least nine days after onset of symptoms or until parotid swelling goes down
PERTUSSIS:	five days on pertussis specific antibiotic therapy or twenty-one days with no antibiotic
RINGWORM:	until effective antifungal treatment has commenced and/or note from doctor
SCABIES:	until effective scabicial treatment has commenced and/or note from doctor
SCARLET FEVER:	at least twenty-four hours on antibiotic therapy and no fever
STREP THROAT:	at least twenty-four hours on antibiotic therapy and no fever
TONSILLITIS:	at least twenty-four hours on antibiotic therapy and no fever

Your cooperation will help maintain a healthy environment for our children.

Bryn Athyn Church School looks to the Montgomery County Office of Public Health (MCOPH), Pennsylvania Department of Health and the Center for Disease Control

(CDC) when responding to the presence of disease within the school community, especially as it may relate to pandemics. A response to such situations may require a partial or full closure of school or other appropriate responses. In such cases, BACS holds as its highest priority the safety of students, teachers, employees and community members.

9.4.5 COVID-19

BACS will continue to look to the Montgomery County Office of Public Health and the CDC for guidance on the evolving Covid-19 pandemic.

Individuals will need to follow any travel restrictions implemented by Pennsylvania or Montgomery County.

9.5 Symptoms of Illness at School

The school nurse is available to care for students at school with mild symptoms of illness (e.g. cold or allergy symptoms). In the event a student has vomiting, diarrhea, fever or other signs that an illness is progressing, the parents will be called to take their child home. A parent or approved guardian must pick up the student who is ill – he/she may not walk home alone.

9.6 Chronic Health Conditions

The school nurse will provide care to students with chronic health conditions such as, but not limited to: type 1 diabetes, asthma, life threatening allergies and seizure disorders. Parents of students who require medication administration on a daily or as needed basis to treat their chronic health conditions must provide: a doctor's order for the medication, medication in the original labeled container from the pharmacy, any necessary supplies, and an emergency action plan completed by the physician. The school nurse will work with the parents to create an individual health plan to meet the student's needs while in the classroom and participating in activities during the school day.

9.7 Injuries/Illness Requiring Exclusion from P.E.

There are times when acute illness or injury prevents a student from participating in PE classes. At these times, we ask that the parent send in a note that states the reason their child needs to be excused from PE. If a student is going to miss more than one week of PE, they must bring a doctor's note to school with the diagnosis, restrictions and duration of exclusion/anticipated return date to PE class.

When a student is casted for a fracture, we request a doctor's note at the time the student is casted. The note should include any restrictions and an anticipated return date to PE class. We request a second note when the cast is removed with updated restrictions, if applicable. Students will require a note from the doctor stating they are cleared to resume PE class before they will be allowed to participate.

When a student is diagnosed with a concussion, a doctor's note must be submitted to the school nurse either clearing the student to participate in PE or outlining any

required physical restrictions, academic modifications or other accommodations. The note should include the length of time these restrictions should be in place and/or the date of the next appointment. An update should be provided by the doctor and submitted to the school nurse following each visit until the student is cleared to return to all activities.

A doctor's or parent's note for exclusion from PE class will be extended to physical activities (i.e. soccer, football etc.) during recess, lunch recess and after school sports.

9.8 Medications

The standing orders form allows parents to choose from a list of commonly used over-the-counter medications to be given on as needed basis during school hours.

If a student needs to take a prescription or an over-the-counter medication during school hours that is not on the standing order form, the following procedure must be followed:

All medications must be brought to school in their original container. Prescription medications must be brought in their original container with prescription label attached.

Parents must fill out and sign a medication administration request form for each medication to be given at school.

All medication is to be kept in the health office and administered by the school nurse (or covering nurse) with the following exceptions:

1) Self-medication by 7th and 8th grade students may be permitted on an individual basis, provided it does not present a conflict with doctor's orders or other BACS medical care policies and guidelines. Parents must still make the school nurse aware of the medication and fill out a medication administration request form. Students must agree to use the medication responsibly and according to the doctor's orders. If a student abuses this privilege, he or she will lose the right to self-carry.

2) Inhalers, insulin and Epi-pens may be carried by the student or kept with the teacher at the parent's request. The student must agree to use the medication responsibly and according to doctor's orders. The parent must fill out a medication administration request form.

An Emergency Action Plan (EAP) will be created for all students with chronic health conditions that may require emergency care while at school (asthma, type 1 diabetes, seizure disorders, life threatening allergies, etc.). The EAP will include emergency contact information, typical symptoms of distress, and a treatment plan as provided by the student's doctor. An Individual Health Plan (IHP) will be created for all students with chronic health conditions that require daily monitoring and care.

9.9 Medical Leave Policy

Treatment for certain medical and psychological conditions and behaviors are best handled outside the school setting. Severe depression, suicide attempts, substance abuse, and pregnancy are examples of such conditions that may require more treatment, support, supervision, and guidance than the school can provide. In some situations, these conditions and behaviors may also create undue disruption in the classroom. Should such a situation arise, the school reserves the right to require a medical leave of absence or a medical separation. A voluntary or mandated medical leave of absence may be authorized by the school nurse, the vice principal, school counselor, and the principal. These same officials will determine whether, and under what conditions, the student should return to the school.

There are generally three forms of medical leaves:

Short-Term: An approved absence from the school for health reasons lasting no more than two weeks. Once a medical leave decision is made as outlined above, the vice principal will inform the student's teachers. The vice principal will coordinate communication between the teacher and the student's parents during the period of medical leave to assure adequate maintenance of course work. The responsibility for keeping up with the course work lies with the student's family.

Long Term: An approved absence from the school for health reasons lasting longer than two weeks, but no more than one academic year. This may include the rest of the current term plus an additional term for stabilization of the student's condition. The vice principal will communicate with the head teacher and classroom teacher to determine the academic consequences of such a leave and will communicate this information to the student's parents.

Medical Separation: A voluntary or mandated absence from the school for health reasons requiring more than one academic year. This leave is reserved for the student who has demonstrated efforts to adjust but for health reasons cannot meet the requirements for the school community, academically or socially.

9.10 Returning from the Medical Leave or Separation

Prior to a student's return to school, the school nurse, homeroom teacher, vice principal, and principal will determine the exact timing of that return, in consultation with the student's classroom teacher. The student's parents must provide the school nurse with information and access to the treating professionals, as well as reports of social and academic function in the alternate school. The decision regarding return will be communicated to the parents by the vice principal and the principal, who will determine the appropriate academic program.

Students taking a medical leave of absence from the school for a number of days for whatever reason should contact the vice principal to make arrangements regarding a temporary program of studies.

Please call Kathy McQueen, BSN RN CSN (certified school nurse) with any questions: 215-947-4086 x225, 267-315-0597 (cell).

10. EXTRA-CURRICULAR PROGRAMS

10.1 Extra-Curricular Activities

BACS sponsors after school activities, including music lessons, sports, and other activities. These programs are optional, and parents may choose to enroll their child in them for a fee. For financial support please contact Stewart Asplundh 215-947-4086 x210.

10.2 Music Lessons

The music program offers lessons for orchestral instruments and drums. Ensembles generally perform for special occasions like Christmas, patriotic celebrations, and the Spring Concert. Piano and guitar lessons are not provided. Registration forms are on the BACS website or are available from the school office.

10.3 After School Sports

Sports offerings are provided for BACS students through the BACS after school sports program. This program provides team sports as an extension of skills learned in PE classes. Depending upon availability of coaches and student interest, we offer activities for 6 to 8 weeks of each term. Programs for grades 5-8 usually include some interscholastic competition. Details about the extra-curricular programs are emailed home throughout the year.

To participate in after school sports, students must have an annual sports physical submitted to the school nurse prior to the start of the program and meet other BACS health policies.

Our After School Sports Program has the following expectations:

1. After school sports permission slips must be handed in in order for students to participate in practices or games.
2. Attendance is mandatory for students who sign up for the program. Starting time is 2:45. Lateness and absence must be accompanied with a note from parent or teacher. Absence and lateness to after school sports may be excused if a student must stay after school to receive extra help from a teacher.
3. Students unable to participate fully due to injury must inform the coach immediately.
4. Academics and good behavior come first. Students are required to be in good standing in all areas and with all teachers before attending after school sports.
5. Students who have study hall or detention must serve their duty before going to after school sports practices or games. This may mean that students miss the bus to away games. In these circumstances, a parent may drive their child to the game after study hall or detention has been served.
6. If a student has two unexcused absences he or she will not be allowed to

participate in the remainder of the program. The following constitute an unexcused absence:

- a. missing an entire practice or game
 - b. lateness to three practices
7. All students must bring jackets, homework, etc. with them to the locker rooms as they are not allowed to re-enter the building after 2:45. At the conclusion of practice (4:00), students must leave promptly. Riders must be picked up by 4:15. Game days will necessarily vary.
 8. All students are expected to demonstrate respectful and responsible behavior toward players, coaches and referees. Students whose behavior is not acceptable will be subject to disciplinary policies and procedures that apply during academic school hours.
 9. Spectators – We expect spectators to support all players, coaches and referees in a positive, charitable manner. Good sportsmanship is expected at all times.

For more information on after school sports call or email the after school programs coordinator, Alex Rogers: alex.rogers@bacs.org, 215-947-4086, x260.

10.4 After School Program

BACS offers an after school program for students in grades K-8. The program runs from 2:30-5:00 Monday through Thursday. The program provides students with a time to work on homework, do enrichment projects and be active. Individuals enrolled in the After School Program need to follow the specific systems and rules put in place by that program, but behavior, including bullying, fall within the purview of the school. For more information about the After School Program call or email Beth Bochniak: beth.bochniak@bacs.org, 215-947-4086 x241.

10.5 Wonder Garden

Wonder Garden is an afternoon program for preschoolers and kindergartners which runs from 12:15-3:00. For more information on Wonder Garden call or email Joanne Kiel: joanne.hamilton@bacs.org, 215-239-5153.

10.6 ACE (After Class Enrichment)

ACE hosts a variety of programs, lessons and activities, such as dance, after school, similar to after school sports. Depending on the offering, these programs can be offered to a variety of age groups. For more information on ACE call or email Alex Rogers alex.rogers@bacs.org, 215-947-4086 x260.

11. MISCELLANEOUS

11.1 Visual Images of Students

Students at BACS may have their photographs and/or video or digital images taken for internal purposes. Examples of how they might be used are: identification for seating arrangements or health purposes, such as critical medical conditions; internal publicity of school activities; hallway displays; instructional evaluations; or internally viewed slideshows. Images may have names posted with them. Permission is not solicited for these purposes. However, the school does solicit permission each year from parents to use the images of their children for external purposes, such as the CommuniK8or, the school website, the school Facebook page and similar publications.

11.2 Students' and Parents' Rights Regarding Animal Use in Education

State law mandates a non-animal option to all Pennsylvania students in grades K-12 who object to participation in dissection, vivisection, incubation, capturing or otherwise harming or destroying animals or any parts thereof in science classes. Parents and/or students have a right to decline to participate in instructional activities involving such use of animals. Alternative activities will be provided without penalty to those who exercise this right and who provide a written request to that effect.

11.3 BACS Campus

The BACS campus is bordered by Tomlinson Rd., Richard Simons Athletic Field and Tennis Courts, the dirt road from the tennis courts to Orchard Artworks, and the first residential driveway on Tomlinson east of BACS.

11.4 Personal Property

BACS assumes no responsibility in any circumstances whatsoever for the loss, destruction, or theft of any personal student property that is brought to school at any time, or to any extracurricular or after school activity.

11.5 Playground Equipment Use

Classes use the playground equipment during the school day. Parents should not bring children to the playgrounds during school hours but may use the playgrounds after 2:30 Monday through Thursday and after 12:15 on Fridays.

11.6 Sharing Food with Classmates

Due to the high number of students with special food restrictions, including allergies and other serious health concerns, BACS no longer allows students or parents to initiate bringing in food to share with classmates. This includes birthday and holiday celebrations. Teachers, however, may choose to initiate and manage a classroom event in which food is brought in by parents or students. Because there are a variety of food choices offered, the options are limited by the teacher who knows

the dietary restrictions of the students in the class, and because the number of occurrences is limited, we feel that such occasions can be safely managed by the classroom teachers.

11.7 Internet

Internet usage at BACS is closely monitored to promote its positive uses and to guard against abuses. Parents and students in grades 4-8 accept a contract outlining, acknowledging, and agreeing to abide by the usage rules. Our network also has filtering software to help prevent students from accidentally encountering offensive sites.

11.8 Party Invitation Guidelines

Party invitations should not be handed out (or given verbally) at school unless everyone in the student's particular classroom is being invited. Please do not take groups of children to parties directly from the classroom unless everyone is invited.