

# ICS FAMILY HANDBOOK

**EST. 1982**



**2021-2022**

# CONTENTS

<b>DAILY SCHEDULES.....</b>	<b>3</b>
<b>GUIDING STATEMENTS.....</b>	<b>4</b>
Mission Statement.....	4
Motto.....	4
Statement of Faith.....	4
Admissions Statement.....	5
Philosophy of Education.....	6
Core Values.....	6
Graduate Profile.....	7
<b>ACADEMICS.....</b>	<b>7</b>
Academic Policies.....	8
<b>ATTENDANCE POLICY.....</b>	<b>9</b>
<b>CO-CURRICULARS.....</b>	<b>10</b>
Activities and Clubs.....	10
Athletics.....	10
<b>GENERAL GUIDELINES.....</b>	<b>12</b>
Christ-Centered Learning Community.....	12
Volunteer Requirements.....	12
Conduct Pledge.....	12
Behavioral Standards.....	13
Human Dignity Statement.....	13
Cheating and Plagiarism.....	14
Substance Abuse.....	14
Dress Code.....	15
Miscellaneous Guidelines.....	15
Technology Use Policy.....	17
Disciplinary Consequences.....	17
<b>GRIEVANCE PROCEDURE.....</b>	<b>18</b>
<b>CONTACT INFO.....</b>	<b>19</b>
<b>COVID-19: LIABILITY STATEMENT.....</b>	<b>19</b>

# DAILY SCHEDULES

## STARTING TIMES:

PreK-5th Grade	8:15 a.m.
PreK-5th Late Start Wednesdays*	9:15 a.m.
HS and MS	8:15 a.m.
HS and MS Late Start Wednesdays*	9:15 a.m.

\*Every Wednesday except half days

## ENDING TIMES:

PreK-5th Grade	2:55 p.m.
HS and MS	3:10 p.m.
Half Days (PK-12th)	12:15 p.m.
PreK Morning Students	11:20 a.m./11:50 Wed.

---

# BEFORE AND AFTER SCHOOL CARE

## BEFORE SCHOOL CARE

Drop-off for before care begins at 7:15 a.m. All elementary students gather in the gym. All 7th-12th who arrive prior to 7:50 a.m. (8:30 a.m. on Wednesdays) will wait calmly in the foyer.

## AFTER SCHOOL CARE

After care serves Pre-K through 6th grade. Seventh through twelfth grade students should leave campus within 15 minutes after dismissal unless they are involved in a supervised after-school activity. All 7th and 8th grade students may stay in the lobby until 4:00 p.m. Ninth through twelfth grade students may stay in the lobby until 3:45 p.m. Any 6th grade students who remain after 3:30 p.m. will need to go to after care.

## PRICING

Before School Care

(7:15 a.m. to 7:50 a.m. or 7:15 a.m. to 8:50 a.m. on Wednesdays)

\$5/student/day

After School Care

(2:55 p.m. to 5:30 p.m. or 12:15 p.m. to 5:30 p.m. on Half Days)

\$10/student/day

\*\*students picked up after 5:45 p.m. will be charged a \$20 late fee per student\*\*

---

## DELAYED START AND SNOW DAYS

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

---

## GRADE ABBREVIATIONS

ECE- Early Childhood Education (PK- K)

ES- Elementary School (1st - 5th)

MS- Middle School (6th- 8th)

HS- High School (9th- 12th)

# GUIDING STATEMENTS

## MISSION STATEMENT

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

## MOTTO

“Equip, Inspire, Thrive”

## STATEMENT OF FAITH

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

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

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

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

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

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

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

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

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



## ADMISSIONS STATEMENT

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

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

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

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

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

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

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

A Biblical definition of order as a mutually responsible agreement to a set of guidelines that reflect the order and design of God's creation. This order encourages the progress of the whole child toward the peak of his or her potential. The guidelines for this agreement at ICS are outlined in the Family Handbook for the academic, behavioral, emotional and spiritual growth of students at ICS.

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

## **PHILOSOPHY OF EDUCATION**

### **Christ-Centered Learning Community**

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

### **Equips**

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

### **Inspires to Thrive**

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

## **CORE VALUES**

### **1. We are Christ-centered.**

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

### **2. We are a learning community.**

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

### **3. We equip students.**

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

### **4. We inspire students.**

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

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

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

## GRADUATE PROFILE

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

### Christlike in Character

They love like Jesus loves with passionate hearts of integrity.

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

### Wise

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

- a) Well-Educated- They have completed a broad and comprehensive academic program with high standards.
- b) Truth Discerner- They critically engage the culture from a basis of Biblical truth in the context of the world to which God has called them.
- c) Well-Rounded- They enjoy and cultivate a wide range of God-given talents, gifts, and skills.

### Influencers

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

- a) Effective Communicators- They express ideas and thoughts with wisdom, compassion and clarity.
- b) Biblical Courage- They act with confidence following Jesus in all things.

# ACADEMICS

## ACADEMIC POLICIES

**ACADEMIC PROBATION** - All students not maintaining a minimum cumulative GPA of 2.0 may be placed on academic probation.

**GRADING SCALE (GRADES 3-12)** - ICS utilizes the following grading scale, with grade-point equivalents based on the four-point system:

PERCENTAGE	LETTER GRADE	GRADE PTS	PERCENTAGE	LETTER GRADE	GRADE PTS	PERCENTAGE	LETTER GRADE	GRADE PTS
93-100	A	4.0	80-82	B-	2.7	67-69	D+	1.3
90-92	A-	3.7	77-79	C+	2.3	63-66	D	1.0
87-89	B+	3.3	73-76	C	2.0	60-62	D-	.7
83-86	B	3.0	70-72	C-	1.7	Below 60	F	0.0

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

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

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

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

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

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

**HONOR ROLL** (6th-12th Grades)

Unweighted GPA of 3.7-4.0 = High Honors

Unweighted GPA of 3.3-3.69 = Honors

**INCOMPLETES**

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

**DISTANCE LEARNING**

In extended periods of absence due to medical reasons, students may access, with Dean of Academics approval, distance learning utilizing available classroom technology.



# ATTENDANCE POLICY

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

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

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

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

## EXCUSED ABSENCES

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

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

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

## UNEXCUSED ABSENCES

Students absent for reasons not outlined above or in excess of the allotted amount will be considered unexcused. Students with unexcused absences may not be permitted to make up graded work missed.

## EXCESSIVE ABSENCE POLICY

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

- >> When a student's absences have reached an initial level of concern, the counselor or administrator will contact the student's parents.
- >> A conference with the parents, counselor, and administrator will be scheduled to brainstorm strategies to address the attendance issues.

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

### **TARDY POLICY**

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

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

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

>> Consequences: Once a student has earned five unexcused tardies, a detention is scheduled. The Dean of Student Life will contact the student and parent re: the assigned detention date. Each tardy after 5 will result in the same consequences. A meeting with the student, parents, and The Dean of Student Life may be scheduled. The same consequences. A meeting with the student, parents, and The Dean of Student Life may be scheduled.

## **CO-CURRICULAR ACTIVITIES**

### **ACTIVITIES & CLUBS**

Students who participate in co-curricular activities must maintain the minimum levels of academic and behavioral performance established by the school and activity leaders. Students must attend school for a minimum of 1/2 day in order to participate in any co-curricular activities.

#### **CLUBS**

Students who want to form special-interest clubs may do so, subject to the administration's approval. These groups must be self-supporting.

#### **STUDENT LEADERSHIP**

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

The Middle School Leadership Team (MSLT) organizes a wide range of middle school events and operates under the direction of a faculty advisor. Students may apply for MSLT positions in the fall and are accepted based on approval by the MS faculty.

### **ATHLETICS**

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

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

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

with a maximum of only one failing grade. Athletes who fail to maintain this GPA standard as calculated at the end of each quarter will be suspended from participating in ICS Athletics for at least one quarter. If at the end of the suspension both GPAs are at 2.0 or higher, then participation may resume.

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

**ATTENDANCE** - Attendance is required for a minimum of a half day of school in order to participate in that day's practice or contest.

**ASSOCIATIONS** - The high school is a Class 1A School and competes in Region 22. We are a member of the Utah High School Activities Association (UHSAA) and the Utah Schools Sports Association (USAA). Therefore, we are responsible for compliance with by-laws and directives set by the UHSAA and the USSA. The middle school program is affiliated with the Utah Charter and Small Schools Athletic League (UCSSAL) and operates in compliance with its by-laws and directives.

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

#### **SPORTS SEASONS**

##### Fall

- HS Baseball
- HS Girls Volleyball
- HS Cross Country
- MS Girls Volleyball
- MS Co-ed Cross Country
- MS Boys Soccer

##### Winter

- HS Boys Basketball
- HS Girls Basketball
- MS Boys Basketball
- MS Girls Basketball

##### Spring

- HS Boys Golf
- HS Girls Golf
- HS Boys Soccer
- HS Girls Soccer
- MS Girls Soccer

# GENERAL GUIDELINES

## CHRIST-CENTERED LEARNING COMMUNITY

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

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

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

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

## VOLUNTEER REQUIREMENTS

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

## CONDUCT PLEDGE (MS/HS)

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

As a HS/MS student at Intermountain Christian School, I commit to prioritizing the benefit of the community and the welfare of others above my own needs or desires. I commit to pursuing Biblical standards for my behavior as well as abiding by the guidelines established in this family handbook. Furthermore, I commit to following the principles listed below and understand that recurring failure in any of these areas may be cause to end my enrollment at ICS.

1. I will strive to submit to the leadership of the teachers, administration, and staff of ICS with respect and humility.
2. I will avoid becoming a negative or destructive influence upon others. Should I have a problem with a student, teacher, coach or parent I will first go to them to resolve the problem. If that does not work, I will go to a teacher or administrator for help.
3. I will strive to be a positive influence in the lives of my fellow students and teachers. I will seek to build them up with my words and encourage them with my actions rather than drag them down.
4. I will avoid profane, blasphemous, or derogatory language and gestures.
5. I agree to be held accountable for anything inappropriate I post or view on the internet or social media.

6. I understand that uncontrolled anger, acts of hatred, sexual harassment or prejudice of any kind is unacceptable.

7. I agree to avoid blatant sin, such as stealing, illegal activity, dishonesty, occult practices, sexual sins, and the illegal use of drugs, alcohol and tobacco.

### **BEHAVIORAL STANDARDS**

Students should:

1. Limit public display of affection at school to holding hands.
2. Respect school property. Families will be held financially responsible for damage to school property.
3. Not bring explosives, knives, weapons, or replicas on to school grounds.
4. Remain on designated school boundaries during school hours, except with the permission of an administrator.
5. Not use personal communication and media devices during school hours without an administrator's or teacher's permission. Cell phones should remain in student lockers (HS/MS) or backpacks (ES). School level distinctions may apply.

### **HUMAN DIGNITY STATEMENT**

**UPDATED POLICY COMING IN SEPTEMBER 2021**



## **CHEATING AND PLAGIARISM**

From dictionary.com, Cheat: to practice fraud or deceit; to violate rules or regulations; to take an examination or test in a dishonest way, as by improper access to answers. Plagiarism: an act or instance of using or closely imitating the language and thoughts of another author without authorization and the representation of that author's work as one's own.

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

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

## **SUBSTANCE ABUSE**

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

### **INFORMING ICS**

- >> It is vital to realize that use of or addiction to controlled substances has negative consequences. Therefore, ICS encourages students who may have an addiction problem to seek help from others, including ICS personnel.
- >> When a student offers unsolicited confession, ICS is able to partner with that student and his/her parents in working towards rehabilitation.
- >> ICS encourages anyone who is aware of someone else who struggles with addiction to speak with a trusted adult.

### **REASONABLE SEARCH**

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

### **DISCIPLINE FOR SUBSTANCE ABUSE**

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

### **RE-ADMITTANCE**

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

## **DRESS CODE**

The stewardship of our physical appearance at school is an important element in establishing a healthy student culture. We have designed the dress code with three guiding principles in mind: Be Neat, Respectful and Modest.

The primary responsibility for choosing appropriate dress rests with our students and their parents as we partner with families. Should we determine that a student's dress is not in alignment with our desire to be Neat, Respectful and Modest, it will be communicated to the student. We will approach those instances as opportunities for teachable moments, balancing grace with the desire for the alignment of our hearts as we live in community together. In order to provide some basic standards of dress, we have added to those three guiding principles a short list of clear and concrete expectations.

### **ALL-SCHOOL GUIDELINES**

- >> Clothing should completely cover undergarments and midriffs
- >> Words and/or pictures on clothing should be appropriate
- >> Dresses, skirts and/or shorts should extend past the mid thigh and cover the bottom appropriately when seated
- >> Hoods and/or sunglasses should only be worn outside
- >> Sleepwear and blankets are for use at home

### **SPECIFIC HS/MS GUIDELINES**

- >> Boys' shirts must have sleeves. Girls may wear sleeveless shirts or dresses with straps at least 2" in width.
- >> Yoga pants and leggings should be covered by a long shirt.

If you choose to come to school out of dress code, the Dean of Student Life or another administrator will provide dress code appropriate clothes if you do not have other clothing options with you. Parents will be notified. Repeated violations will result in disciplinary action.

## **MISCELLANEOUS GUIDELINES**

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

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

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

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

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

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

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

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

Personal Electronic Devices- Elementary and ECE students may be asked to store all smart devices in their backpacks. Secondary students are required to store cell phones in their lockers during the school day. HS students will be allowed to use personal computers, if desired.

Probation- Students with behavioral or academic issues may be placed on probation at any time. At the end of a probationary period one or more of the following actions will be taken: removal from probation, extension of probationary period, requirement of corrective action such as tutoring or counseling, or dismissal.

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

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

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

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

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

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

## **TECHNOLOGY USE POLICY**

**UPDATED POLICY COMING IN SEPTEMBER 2021.**

### **DISCIPLINARY CONSEQUENCES**

#### Minor and Single-Occurrence Infractions

Such infractions of the behavior standards will typically be handled by the classroom teacher.

Notices of Concern may be used to communicate behavior infractions with parents. Students who are assigned a detention will be notified of the time and location for this detention by the Dean of Student Life.

### **DISCIPLINARY PROBATION**

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

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

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

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

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

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

### **SUSPENSION AND EXPULSION**

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

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

- >>The use and/or possession of tobacco, alcoholic beverages, or illegal drugs, and the abuse of prescription medication
- >> Immoral sexual conduct (see Human Dignity Policy)
- >> Possession of weapons and/or dangerous items
- >> Repeated dishonesty
- >> Flagrant disrespect and disobedience
- >> Leaving campus without permission
- >> The possession and/or distribution of pornographic materials and information
- >> Harassment in any form (see Human Dignity Policy)
- >> Vandalism
- >> Continued willful disobedience, misconduct, disrespect
- >> Any action taken by a student that disturbs the privacy or invades the private property of a teacher or administrator at his or her home, or that affects his or her private property at school

During the suspension period the student must keep up with their school work. All assignments or tests missed during the period of suspension must be completed.

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

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

## GRIEVANCE PROCEDURE

**UPDATED POLICY COMING IN SEPTEMBER 2021.**

## CONTACT INFO

### **INTERMOUNTAIN CHRISTIAN SCHOOL**

6515 South Lion Lane  
 Salt Lake City, Utah 84121  
 801.365.0349  
[info@intermountainchristian.org](mailto:info@intermountainchristian.org)  
[www.intermountainchristian.org](http://www.intermountainchristian.org)



# COVID-19: LIABILITY STATEMENT

ICS cannot protect students and/or others from risks which may be encountered as a result of attending ICS.

There are natural, mechanical, and environmental conditions and hazards which independently or in combination with any activities engaged in while participating in this program may result in the exposure to certain risks including exposure to coronavirus (COVID-19), or other biological agents, virus or similar bacteriological agents, and the risk of being quarantined, or illness that may result in medical care, hospitalization or death.

These inherent risks and dangers involved with participation in the school providing its educational program and acknowledge the existence of risks which are not obvious or predictable, and hereby intend this release to extend to injury or loss which results from both obvious or predictable risks, as well as risks that are unpredictable and not obvious and to extend to anyone in the ICS community.

In consideration of students participating in Intermountain Christian School's educational and school program, parents and students, and any legal representatives, heirs and assigns, hereby release, waive, and discharge Intermountain Christian School, its officers, directors, employees, agents, and representatives from any and all liability for any and all loss or damage, and any claim or damages resulting therefrom, on account of any injury, illness or exposure to and/or contracting the corona virus (COVID19) or other biological agents, virus or similar bacteriological agent by attendance at and participation Intermountain Christian School's educational program, including any medical expenses, injury and/or death.

Families agree to indemnify Intermountain Christian School, its officers, directors, employees, agents, and representatives from any loss, liability, damage, or cost that may be incurred due to my child/student's participation in the aforementioned program, whether caused by negligence of Intermountain Christian School, or otherwise. Families understand the risks associated with the aforementioned participation and assume any risk associated therewith.

This statement, release, and indemnity agreement contains the entire agreement between and among the parties hereto, and the terms of this release are contractual and not a mere recital. The parties to this agreement hereby agree that the interpretation and enforceability of this release shall be governed by the laws of the State of Utah.

This release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by applicable laws, and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

Our families understand that by enrolling students at ICS, they give up on behalf of their students and themselves certain legal rights and remedies including the right for their child/students and/or themselves to recover damages in the event of death, personal and/or bodily injury of any kind, property loss or damage, expenses of any nature whatsoever including attorney's fees, and other losses sustained in association with their child's participation in the Intermountain Christian School's educational program.