



Middle School & High School

Student Handbook

Redwood Christian Schools received the maximum accreditation period of six years from the Association of Christian Schools International and the Western Association of Schools and Colleges in 2012.

REVISED 1/4/08
Updated 8/1/15
REVISED 11/14/17

Introduction

Welcome to Redwood Christian Middle School & High School (RCMSHS) and, Thank You for investing in a Christ-centered education.

The mission of Redwood Christian Schools (RCS) is to provide a Christ-centered education which is able to equip students for daily living and eternal life. RCS fulfills this mission through three basic objectives. First, we train students to become Ambassadors for Christ. Second, we help students attain their potential physically, mentally, socially, spiritually and academically. Third, we encourage students to give their best in the service of the Lord, wherever He leads them. Ideally, all students who enroll in RCMSHS desire to receive a Christian education. We welcome students from all religious backgrounds provided they are open to being taught Christian truth. Our most successful and satisfied students are those who know they are here because of the Holy Spirit's leading.

Our evangelical Christian teachers are committed to Christian education. They are prepared and eager to minister to children. The administration and faculty are professionally trained, certified, and teaching in their area of preparation. More importantly than being accredited and certified, Redwood teachers are committed to drawing out the fullest potential in each student. Parents who enroll their children at RCMSHS can be confident that they will be educated in one of the finest, interdenominational, independent Christian schools in America.

This handbook states many of the guidelines and procedures of RCMSHS. Some are guidelines for developing Christian conduct, strong character and good habits in our students, while other guidelines provide for the smooth and efficient operation of the school, allowing for the administration and faculty to focus upon providing a Christ-centered education. It is important that both parents and students read and understand the contents of this handbook.

The purpose of this handbook is to cover key areas of the general philosophy, objectives, and standards of RCMSHS.

Important RCS Philosophy of Education documents, are located in an appendix at the end of this handbook. These documents are part of the initial student application and many of them are included in the annual re-enrollment of all students attending RCS. Please do not hesitate to ask for clarification on any item from your campus principal or the superintendent.

If you have any questions about RCMSHS guidelines or procedures, please contact the campus office at 510-317-8990. Redwood counts it a privilege to serve the Lord Jesus Christ and our parents as we share the common goal of "training a child in the way he should go" (Proverbs 22:6).

Parent, School and Church Relationship: The Bible clearly teaches that it is the parents' responsibility to instruct and train their children in the ways of the Lord (Deuteronomy 6:6-9)

and Ephesians 6:4). The three key arenas for instruction and training are the home, the church and the school. Students need to be guided and instructed by adults who live by Biblical principles.

When students hear the same message from all who instruct them, developing a solid foundation for growth and maturity is an easier task.

Communication between RCMSHS and parents is essential if we are to properly serve our families. We are committed to communicating regularly with parents concerning the child's progress. At the end of each quarter we send home a report card. In the middle of each quarter we send home a progress report for students who have a C- or less in class. RenWeb **automatically** sends a progress report each week. Parents are also encouraged to initiate contact with the teachers. RCMSHS cannot accomplish its purpose without the cooperation of the home in regard to the guidelines established for RCMSHS. Reading the Bible, praying and attending a local church are strongly encouraged (Deuteronomy 6:6,7; Hebrews 10:25). RCMSHS is most effective in providing our students with a Christ-centered education when the family regularly reads the Bible, prays and attends a local church whose Statement of Faith is consistent with the RCS Statement of Faith.

The Purpose, Core Values and Expected School-Wide Learning Results of RCS's: Our primary purpose is to help prepare students to fulfill God's plan for them through an academic education and spiritual guidance. This requires that the curriculum presents life as it really is. We believe that the only way a student can understand his or her place in the world is by understanding and acting upon what the Creator says about Himself and His creation: God created the universe and all life simply by speaking them into existence. Man is part of this creation, but unique in that he or she alone is created in God's image. Man alone must choose whether he will have a relationship with God because man and woman lost the ability to have a personal relationship with God by deliberate choice. God supplied the means for re-establishing this relationship through His Son, Jesus Christ. Faith is acting on God's promises. It is by acting on these promises that believers may participate in His divine nature (II Peter 1:4). Although it is very important to behave in a manner that honors our authorities, we must also present our bodies as a living sacrifice to the One who is good so that He can do good in us (Romans 12:1,2).

The responsibility to educate the leaders of tomorrow is monumental. The task before each teacher is tremendous. You may feel confident that the faculty and staff of RCMSHS are committed to instilling the five core values of RCS into the life of each student:

- To establish **CHRISTIAN TRUTH** as a guide for life;
- To maintain a **HIGH ACADEMIC STANDARD**;
- To instill **PURE MORALS** in the heart of the student;
- To generate a **SPIRIT OF PATRIOTISM**; and
- To live a **DISCIPLINED LIFE**.

Embedded within our programs are five Expected School-Wide Learning Results (ESLRs). Through teaching in their content areas, the faculty will be modeling for students our five ESLRs as well as assessing student growth and understanding of them.

Developing a Mind for Christ

A Christian mind believes that God exists, and that He created and brought truth, order, purpose, and authority into his creation! At RCS we believe that all truth is God's truth and that there is a difference between understanding and information, where information is the mere collection of facts and figures, and understanding uses these facts and figures to wrestle with God's truth, which will in turn lead to proper, God-honoring action. Our teachers all have shepherds' hearts and guide their students, teaching them to wrestle with God's truth so that they can use their intellect to honor God in all they do.

The goal of the Expected Schoolwide Learning Results at RCS is for our students to be "Developing a Mind for Christ" that fully recognizes God's truth, realizes that ideas have consequences, and works toward impacting the world around them for Christ. First and foremost, we teach our students to know and recognize truth as revealed by God through Scripture. Second, we teach our students to know and do what is right, to live by the values taught in Scripture. Third, we teach our students to be skillful and to do everything as if it were being done for the Lord Jesus!

It is expected that as part of developing a mind for Christ that:

RCS students will be **Active Learners** who approach learning as a thinking activity and assume personal responsibility to remember and apply what is presented in school. They will be taught to:

- Use and manage time by organizing priorities, and by setting and attaining goals
- Identify similarities and differences
- Ask their own questions and locate their own answers
- Properly use resources
- Listen and take effective notes
- Read, summarize, and study written text
- Create metaphors and analogies to aid with memorization
- Remember and transfer knowledge between different contexts
- Daily walk with God through prayer, Bible reading, and meditation

RCS students will be **Responsible and Respectful Citizens** who treat others as they wish to be treated. They will be taught to:

- Demonstrate respect for authority
- Accept personal, social, and civic responsibility
- Contribute their time and talents to improve the quality of life in their sphere of influence

- Model responsible citizenship marked by kindness, integrity, compassion, and Biblical ethics

RCS students will be **Critical and Creative Thinkers** who approach the world with intellectual curiosity and are able to solve problems using a Biblical Worldview. They will be taught to:

- Identify, locate, and organize information and turn this into understanding
- Apply, analyze, synthesize, and evaluate ideas when solving problems
- Investigate meaning beyond the obvious
- Identify fact and opinion
- Determine validity of sources
- Document sources
- Evaluate information from a Biblical Worldview
- Manage complexity by planning and prioritizing
- Demonstrate problem solving skills in real life situations
- Design creative and contextually appropriate presentations of the Gospel

RCS students will be challenged to be **Spiritually Growing Students** through service to Jesus Christ. They will be taught to:

- Accept that Jesus Christ is the son of God and that He wants to be involved in a personal relationship as their Lord and Savior
- Demonstrate God's love, will, and authority in their lives through service to others
- Develop spiritual gifts through involvement in ministry activities
- Share God's truth with those around them, through both word and deed
- Respect the dignity and sanctity of all human life

RCS students will be **Effective Communicators**, able to express their ideas, through various media, characterized by a clear sense of meaning, purpose, and audience. They will be taught to:

- Conduct research using appropriate technology
- Reflectively summarize
- Critically evaluate
- Identify the main purpose/point
- Explain the difference between fact and opinion
- Communicate the Gospel

Academics

We believe that all truth is God's truth and that God is sovereign over all the curricular disciplines. Decisions relating to curriculum and instruction are guided by God's view of the world as presented in the Bible. Each course is built on the foundation that God exists and has revealed His will and ways in the Bible.

RCMSHS offers all students a well-rounded Christ-centered education that challenges them to do their utmost in preparation for serving the Lord Jesus in their chosen profession or vocation. A vital component of our Christ-centered education calls for all students to take a Bible class each year.

Academic Assistance Program: The Academic Assistance Program is not a college-prep program. It is designed to assist students with learning difficulties to develop skills and abilities that enable them to graduate with their class. This program provides individual attention and assistance. It has a limited class size with a teacher-student ratio of generally not more than 1 to 20. When mastery of the core curriculum is demonstrated, students in the Academic Assistance Program may enter the college-prep program. Academic Assistance Program students who complete the course of study and pass the Academic Assistance Program assessment will receive a Redwood Christian High School diploma.

College-prep: Our college-prep program is designed for students who intend to go to college or technical school but is also flexible enough to allow a student to graduate without meeting some college entrance requirements. For instance, a student is not required to take a foreign language or three years of math to graduate. However, all college-required subjects, such as English, biology, history and algebra, are designed to meet college entrance standards.

Conferences: We encourage communication between parents and appropriate school personnel at the first sign of academic or behavioral difficulty. Please do not wait until the end of the quarter to request a conference. Teachers are available to meet with parents before school, during their conference period, or after school, either in person or over the phone. Conferences can be arranged by calling the school office at 510-317-8990 or by directly e-mailing a teacher. Each staff member has an e-mail address that follows the format of firstlast@rcs.edu; for example, AlHearne@rcs.edu.

Class Withdrawal/Changes: Classes may be changed during the first three weeks of the semester. After the third week academic classes may not be added. Students may not drop a class after the sixth week of the semester. Class changes require teacher, parent, and administration approval.

GPA: RCMSHS an unweighted 4 point GPA scale. A weighted scale is used for AP or Honors classes beginning in 2016-17 (with the Class of 2020). Each class following 2020 will receive the honor point for AP and Honors classes. The unweighted GPA is used for Valedictorian selection.

Unweighted GPA Scale:

- A - 4 points
- B - 3 points
- C - 2 points
- D - 1 points
- F - 0 points

Weighted GPA:

- A - 5 points
- B - 4 points
- C - 3 points
- D - 2 points
- F - 0 points

Grading Scale:

A+	-	97-100%, 4 GPA points	C+	-	77-79%, 2 GPA points
A	-	93-96%, 4 GPA points	C	-	73-76%, 2 GPA points
A-	-	90-92%, 4 GPA points	C-	-	70-72%, 2 GPA points
B+	-	87-89%, 3 GPA points	D+	-	67-69%, 1 GPA points
B	-	83-86%, 3 GPA points	D	-	63-66%, 1 GPA points
B-	-	80-82%, 3 GPA points	D-	-	60-62%, 1 GPA points
			F	-	0-59%, 0 GPA points

Graduation Requirements:

High School students must meet specific subject matter requirements and have at least a 2.0 grade-point-average to graduate.

A total of 240 total units in the areas listed below is required for high school graduation:

Units:	Course:
40	Bible (four years)
40	English (four years)
20	Physical Education (two years)
20	Math (two years)
30	Social Studies (three years)
20	Science (two years)
5	Understanding the Times (one semester)
5	Speech (one semester)
60	Electives (six, one year classes)

Additional information may be found in the *Information from the Counselor* booklet.

Physical Education: Students in grades 6-10 will dress in a specific P.E. uniform, which is to be purchased through Bancroft Uniforms. P.E. uniforms are always sold during “New Student Orientation”. Families enrolling after the beginning of school will receive the information with their Letter of Acceptance. Additional information is given the first few days of class. Participation in physical education is just as important as it is in other classes. Students who do not dress for P.E. will jeopardize their ability to pass the class unless they have written permission to not dress. We ask that parents write a note when it is necessary for a student to miss class for a day or two when recovering from an illness. If a student should not dress for three or more days, he or she must obtain a doctor's note.

Progress Reports: The optimal time to address an academic problem is when it first appears. Therefore, progress reports are automatically e-mailed home, via RenWeb to both students and parents on a weekly basis. Because they are automatically generated by RenWeb, if there is a question, please be as specific as possible when e-mailing or calling the teacher and try to include a copy of the progress report in your email. In addition, mid-way through the quarter, a

Progress Report is handed out for each student who has a grade of C- or lower and also emailed home to parents. Please do not wait until the end of the quarter to address questions regarding the overall grade or the grade on an individual assignment.

RenWeb: RCMSHS uses web-based school management software that enables parents and students to check progress in class, daily attendance, tardies, and homework assignments. In addition, parents and students can use it to easily e-mail individual teachers. In order to access RenWeb please contact the school office (510-317-8990) to have your e-mail address recorded. Then go to www.rcs.edu and click on RenWeb and follow the on-screen instructions.

Report Cards: are passed out at school, typically on the first Friday of the next quarter, and are also emailed home to parents. We encourage parents to contact teachers when comments and/or grades on the report card indicate the need for improvement.

Textbooks: With few exceptions, the school provides textbooks at no additional charge. Students are required to purchase some of the novels read in English class. Our textbooks are from a variety of publishers; and each one is approved by the faculty, administration and board. Not all textbooks are from Christian publishers but each book is evaluated on its content, presentation, and support materials, in addition to its philosophical base. RCMSHS does not endorse all material in the books. A major purpose of educating students is to develop the ability to discern truth from error.

Students are responsible for the care of their textbooks. Upon receiving a textbook each student must write his or her name inside the front cover. Textbooks are to be properly covered and properly put away (inside a backpack or locker) when not in use. Textbooks that are not properly put away will be taken to the office and the student will be fined \$1.00. In addition, the student will have to pay for damaged or lost textbooks at the end of the year.

Valedictorian:

The graduating class valedictorian will be determined by the following criteria:

- Has attended RCS from the beginning of grade 9
- Has met the 240 Unit Requirement with only courses taken at RCS
- Is ranked #1 on the 4.0 GPA Scale. All students ranked #1 on the 4.0 GPA Scale will be Valedictorians
- Has not had to take a class again for a second time
- Has not been suspended from school
- Has not been involved in major discipline problems

Athletics

RCMSHS offers many opportunities for students interested in athletics. To be eligible, a student must maintain a 2.0 g.p.a. and show satisfactory conduct. A student may be suspended from a team for misconduct. In order to participate in a sporting event, whether practice or a game, a

student must attend classes on the day of the event unless other prior arrangements have been made with the school.

In order to participate in the athletic program, a student must have a yearly physical examination and statement of insurance on file at the Athletic Department before he or she may try out for any team or squad. We recommend making arrangements for this each year during the summer. The necessary forms are available in the Athletic Office and online www.rcsathletics.org. For more information regarding athletics please contact our Athletic Director, Jim Cleveland, at 510-317-8998 or email him at JimCleveland@rcs.edu.

High School Sport Programs:

- ✓ Baseball - Varsity and JV (Boys only)
- ✓ Basketball - Varsity and JV (Boys and Girls)
- ✓ Cross Country - Varsity (Boys and Girls)
- ✓ Soccer - Varsity and JV (Boys and Girls)
- ✓ Softball - Varsity (Girls only)
- ✓ Tennis - Varsity (Girls only)
- ✓ Track and Field - Varsity and JV (Boys and Girls)
- ✓ Volleyball - Varsity & JV (Boys and Girls)

Middle School Sport Programs:

- ✓ Baseball (Boys)
- ✓ Basketball (Boys and Girls)
- ✓ Cross Country (Boys and Girls)
- ✓ Soccer (Boys and Girls)
- ✓ Softball (Girls)
- ✓ Volleyball (Boys and Girls)

Chapel

Although RCMSHS is an academic institution, we take seriously our role as a part of the body of Christ, which includes coming together for a time of corporate worship. We generally hold chapels once a week and attendance is required. Because we are helping to train the next generation of church leaders, we allow students to be actively involved in the planning and implementation of chapel services. Chapels may be led by students, guest speakers, drama groups, musicians or faculty members. Common themes running through our chapel services are the challenge to commit your life to Jesus Christ, to develop an intimate relationship with Him, and to live your life according to Scripture.

iLearn@RCS

RCS students are Responsible & Respectable Digital Citizens. RCS believes that our students will make God honoring choices with respect to the iPads and their digital lives. RCS has established the following list of 16 expectations:

- 1) iPads are part of the RCS curriculum and their purpose is to enhance learning. Students are not to use iPads for personal entertainment during class; they are not to play games, watch videos, listen to music, take pictures, send messages, or surf the web.

- 2) iPads are to always be in the protective case provided by RCS.
- 3) iPads are to be brought, fully charged, to school each day.
- 4) iPads are to be kept either on your person (preferred) or locked in your locker; they are not to be shared with or loaned to others.
- 5) iPads are not personal property, any content on the iPad is to be considered public domain, and iPads are subject to inspection by RCS personnel.
- 6) iPads are not to be used to secretly take pictures, videos, or recording of other students or faculty.
- 7) iPads are not to be used to engage “in an act of bullying, including but not limited to, bullying committed by means of an electronic act directed specifically toward a pupil or school personnel” (CA Education Code 48900, section r).
- 8) If you decide to use your own case, all graphics, slogans, sayings, drawings, images must align with RCS philosophy.
- 9) Problems with your iPad must be immediately recorded on the iLearn@RCS Schoology Course or reported to Mrs. Spade in person.
- 10) iPad training is a continuous process and is to be expected throughout the year.
- 11) iPad app history is to be cleared out before leaving each class.
- 12) When told “Screens Down” students will immediately close the iPad.
- 13) When told to “Double Click,” students will immediately show their app history to teachers.
- 14) When told “Hands Down,” students will immediately put their hands in their laps.
- 15) Students will only use their RCS email address when emailing teachers.
- 16) These expectations are subject to change and adjustment by RCS as the need arises.

As we continue to learn how best to utilize iPads, RCS reserves the right to change and/or add to the iLearn@RCS Expectations. More information is found in the iLearn@RCS Handbook.

Student Behavior Expectations, Safety, and Discipline Procedures

RCMSHS requires its students to act as appropriate Ambassadors for Christ; therefore, **their conduct, both on campus and off campus**, should serve as a testimony of the Christian faith. Students are expected to be respectful, cooperative, courteous, orderly, and properly respond to correction. School employees are in a position of authority over students while they are at school, athletic events, field trips, and all school activities.

RCMSHS places a great deal of emphasis on the development of maturity in its students. In order to provide the best learning environment for everyone on campus, a student must be willing to conform to the rules established by the school. Students are taught about the four types of people discussed in the book of Proverbs: The Wise, those who make God honoring decisions. The Simple, those who did not know it was wrong. The Simple require training. The Foolish, those who knew it was wrong, choose to do it anyway. The Foolish need

correction and appropriate consequences. The Mocker / Scorner, those who knew it was wrong, led others into doing wrong, and mocked / scorned the authority that attempted to bring about correction. The Mocker / Scorner is removed from the school.

Serious discipline problems, **whether they occur on or away from campus**, as determined by Administration, are handled by the office, after consultation with appropriate teachers and students. Willful disobedience, harassment or threats, a rebellious attitude, fighting, hitting, pushing, kicking, or any other inappropriate physical interaction, cheating, truancy, profanity, destruction of school property, smoking, stealing, lying, inappropriate use of technology, and disrespect of a teacher, are several examples of serious discipline problems which may result in suspension or expulsion as determined by Administration. Other serious problems such as immorality, sexual promiscuity, drug / alcohol use may result in immediate expulsion or required withdrawal from the school, **whether they occur on or away from the campus**.

When a student does not exercise self-control, the parent will be informed of the misconduct by the office via a letter, e-mail or a phone call. A teacher may also call the parent when a special situation arises or when there is a lack of improvement in behavior patterns that disrupt the teaching process. Out of respect for the diverse standards of our students and their families, certain activities such as card playing, dancing and secular music are not part of school-sanctioned activities.

RCMSHS's biblical role is to work in conjunction with the home to mold students to be Christ-like. Of necessity, this involves the school's understanding and belief of what qualities or characteristics exemplify a Christ-like life. The school reserves the right, within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student if the atmosphere or conduct within a particular home or the activities of the student are counter to or are in opposition to the biblical morality the school teaches. This includes, but is not limited to, participating in, supporting, or condoning defiance of authority, disrespect; theft, vandalism, misuse of technology; distribution or use of controlled or illegal substances; sexual immorality, homosexual activity, or bisexual activity; promoting such previously listed practices; or being unable to support the moral principles of the school.

To maintain a safe, loving, secure educational environment on school grounds and at school-related events and to protect the safety and welfare of students and school personnel, RCS has the right to perform unannounced searches, including the use of authorities and trained animals, in order to find and to seize contraband. RCS has the right to perform physical searches of students to determine whether or not they pose a danger to themselves, others, are undermining school policy, rules, or regulations, or are behaving in such a way to make or to cause a general nuisance to the educational process. The Principal and authorized staff members may search a student's pockets, purse, backpack, gym bag, cell phone, iPad, PDA, digital device, or automobile, and other personal property, student lockers, desks, and other school property, under the conditions described below.

No student may possess any illegal substance, object, or contraband that constitutes a threat to

the health, safety, welfare, or educational environment of any person or persons on school property. Contraband is any substance, material, or word (spoken or digital), prohibited by school policy or state or federal law, including but not limited to controlled substances, drugs, alcoholic beverages, cigarettes, tobacco, e-cigarettes, drug paraphernalia, guns, knives, weapons, incendiary devices, verbal harassment, digital harassment, unauthorized written communication, or unauthorized digital communication. All items deemed to be illegal, illicit, disruptive, harassment, or a general nuisance to the educational process will be seized by staff. Storage, return, or destruction of such items shall be at the discretion of the Principal or authorized staff, subject to legal impediment.

RCS has the right to perform random and blanket searches, including the use of authorities and trained search animals, of lockers, desks, pockets, purses, backpacks, gym bags, automobiles, cell phones, iPads, digital devices, PDA's, and other personal property to review student possessions for health and safety compliance, school policy, rules, and regulations, in order to maintain a safe, loving, secure educational environment. Students found to be in possession contraband will face disciplinary consequences at the discretion of the Principal or authorized staff members, including if deemed necessary expulsion from school

Bullying & Cyber-bullying: RCMSHS takes the safety of its students very seriously. Students have the right to feel safe and secure while at school. Bullying and/or cyber-bullying may be punishable by detention, suspension or expulsion. Both bullying and cyber-bullying are intentional, hurtful acts, words or other behavior such as, but not limited to: name-calling, threatening, hurtful letters or e-mail, text or instant messaging, telephone communications, Internet blogs, Internet chat rooms, Internet postings, and hostile and/or defamatory personal Web sites. Although cyber-bullying will most likely occur off campus, the effects of it are definitely felt on campus. Therefore, RCMSHS will take the appropriate steps necessary to stop the act and restore the safe atmosphere of our campus.

Closed Campus: RCMSHS is a closed campus; students may not leave campus during the school day without a legitimate reason. Students who have a legitimate reason to leave campus during the school day must give written permission from a parent or guardian to the office when checking out and they must also check back in with the office upon returning to school. Failure to check in/check out will result in a detention. Our lease and use permit will not allow for a parental note to release students from campus for lunch, to pick up snacks, to attend parties, or any other non-related school activity during the day. In addition, all visitors and non-school personnel must check in with the office and receive permission to be on campus.

Demerits: Students who do not follow the rules of RCMSHS are issued demerits. Students receive one demerit for items such as: breaking the dress code, eating or drinking during class, or chewing gum. Students may be assigned to detention after accumulating 3 or more demerits.

of Demerits and their consequences:

1 - Warning, with parent communication

- 2 - Conference with Dean, parent communication
- 3 - Conference with Dean and parents, with possible detention
- 4 - Conference with Dean and detention
- 5 - Saturday detention and parent conference
- 6 - Saturday detention and parent conference
- 7 - One day in school suspension and parent conference
- 8 - One day in school suspension and parent conference
- 9 - One day out of school suspension and parent conference required to return to school
- 10 - Three day out of school suspension and parent conference required to return to school
- 11 - Five day out of school suspension and parent conference required to return to school

Students will receive a fresh start each quarter with zero demerits.

Detention: Students are required to serve detention for failing to meet the standards of RCMSHS, either through the accumulation of demerits or tardies. Detention is not scheduled at the convenience of the student but will be held after school on Monday, or the first day of the week, from 3:00 - 3:45. Students in detention are not allowed to communicate in any manner with other students during their detention period. Failure to comply will result in an additional day of detention. A change in the detention date can be made, but office staff must grant the change by lunch time on the day of the detention. Failure to attend a scheduled detention carries a penalty of a second detention. Detention may be served two times during any one quarter. If the student earns a third detention, for any reason, he or she will be required to attend Saturday detention.

Electronic Devices: Although students are allowed to have cell phones, Bluetooths and iPods on campus, RCMSHS is not responsible for lost or stolen items. Cell phones, Bluetooths, iPods, and other electronic devices may not be in the immediate possession of the student during class. During class cell phones must be switched to silent or turned off in order to not disrupt the learning environment. While on campus, students may only use their cell phones before school, at lunch, or after school. Students are not allowed, at any time, to: 1) leave class to answer or place phone calls; 2) send any type of messages (text, videos, etc.) during class with a phone; 3) use cell phones to record, in audio, still picture or video formats, their teachers or fellow students. iPods may only be used before and after school. School officials, when having reason to, will read emails and/or text messages on cell phones. For iPad regulations see the *iLearn@rcs.edu Handbook*.

If a teacher sees or hears a cell phone, iPod, any accessory, or other electronic device during the school day (except as noted above), he or she will take it and turn it into the office. These devices will not be returned to the student, they will only be returned to a parent after school. The first time a student has any electronic device taken he or she will receive a warning, the second and all subsequent times will result in a Saturday detention.

Expulsion: Attending RCMSHS is a privilege and the administration has rarely found it necessary to expel a student. Failure of the student or parents to comply with all current and future

policies, rules, and regulations of the RCMSHS is grounds for the school to expel the student. RCMSHS reserves the right to expel any student for violation of any current or future policy, rule or regulation by the student or parent, or if RCMSHS determines that either the student or parent is not in agreement with the "Parents'/Guardians' Pledge of Acceptance" and the "Agreement with the RCS Philosophy of Educating Students".

Students may be recommended for expulsion when they fail to perform adequately in academics. It should also be understood that frequent infraction of, or lack of regard for, the rules of conduct listed in this handbook, gambling, stealing, the use of profanity, or any other behavior or action the RCS Administration deems inappropriate may result in expulsion from school. The following are examples of inappropriate behavior and actions, **whether they occur on or off campus**: immorality; possession of obscene literature; possession, arranging sales, taking, or being under the influence of drugs or alcoholic beverages or being present when committed by a minor; smoking; deliberate abuse of school property; possession of knives or weapons of any kind; bullying or cyber-bullying; or any other illegal act. The administration reserves the right to determine if other infractions warrant expulsion. Students expelled will be considered for return on a case by case basis. Normally students are not considered for return until one semester from the date of withdrawal. Students who are expelled are not allowed to attend any RCMSHS sponsored function or activity during the time of their consequence.

Non-acceptable Items: Any item that is illegal in the United States, the state of California, or the county of Alameda is not allowed to be brought to school or school functions. Such items include but are not limited to: alcohol, tobacco, narcotics, weapons (real or toy), knives, and/or pornography.

Plagiarism and Cheating: Plagiarism comes in mainly two forms from students. First is copying word-for-word (regardless of length), from an author without giving credit. Second is using ideas from an author, even if written in the student's own words, without giving credit to the author. Cheating, including plagiarism, is when one student gets an answer from another student, whether on tests, quizzes, in class work, or homework. Cheating almost always involves two students: the one receiving the answer and the one supplying the answer. Additional examples of cheating include but are not limited to:

- Copying in any way, taking screen shots, or taking pictures of any assignment, quiz, test, or project that will receive a grade, whether yours or another student's.
- Sending or sharing in any way an assignment, quiz, test, or project or photos of such that will or already has received a grade.
- Receiving an assignment, quiz, test, or project or photos of such that will or already has receive a grade and not immediately forwarding the material to the teacher responsible and telling them that you received it.
- Sharing any assignment, quiz, test, or project in any way with another student in order to check answers.

Consequences for cheating and plagiarism are cumulative from year to year and also progressive:

1. For the first offense a student will receive a 50% on the assignment (test/quiz/project/writing/homework/final/etc.) and have a parent-teacher-administrator conference where the administrator will provide the first incident cheating letter.
2. For the second offense a student will receive 50% on the assignment, a one-day out-of-school suspension and have a parent-teacher-administrator conference where the administrator will provide the second incident cheating letter.
3. For the third offense a student will receive 50% on the assignment, a five-day out-of-school suspension and have a parent-teacher-administrator conference where the administrator will provide the third incident cheating letter.
4. For the fourth offense a student will be recommended for expulsion and have a parent-teacher-administrator conference.

Student Drivers: Students may drive to school if they have parent permission and a reserved parking space. Students who are passengers must also have parental permission to ride in cars driven by students. Student drivers are expected to: drive safely, obey the 5 mph speed limit, not blast car radios, not squeal tires, and follow all other parking lot rules/regulations. The student parking lot is a restricted area during the school day and may only be entered after receiving permission from the office. RCMSHS assumes no responsibility for the safety of the students' cars. Parking may be restricted due to certain conditions. Parking off campus by students is not permitted.

Student Relationships: An important part of the maturing process is the development of proper and respectful attitudes toward members of the opposite sex. We strive to encourage the growth of such attitudes and the development of wholesome, God-glorifying boy-girl relationships which are appropriate for both the age of the student and the context of a learning environment. Students are to refrain from public displays of affection at school and school functions. Students who violate these guidelines will receive counseling and if necessary will face disciplinary consequences, as deemed appropriate by RCS Administrators.

Saturday Detention: Upon earning a third detention, the student will be required to attend Saturday detention from 8:00 AM - 10:00 AM. Saturday detention will cost the student \$25.00. Students attending Saturday detention will be involved in service projects to help maintain the campus. Saturday Detention will be scheduled as necessary.

Suspension: The administration reserves the right to determine when a student's behavior will warrant a suspension. Suspended students are not allowed to attend RCMSHS functions during the time of their suspension. When a student has not responded to the efforts of the faculty to change his or her behavior, he or she may receive a suspension of one to five days. A student may also be suspended for fighting at school, intentionally failing to obey school personnel or behaving illegally whether it occurs on or off campus. Students who are suspended are not allowed to attend any RCMSHS sponsored function or activity during the time of their consequence.

Daily Schedule

The school day contains eight periods. Middle School students will have 5th period lunch while High School students will have 6th period lunch.

Regular Schedule:

1st	8:00	-	8:50
2nd	8:55	-	9:40
Break	9:40	-	9:50
3rd	9:50	-	10:35
4th	10:40	-	11:25
5th	11:30	-	12:15
6th	12:20	-	1:05
7th	1:10	-	1:55
Break	1:55	-	2:05
8th	2:05	-	2:50

Chapel:

1st	8:00	-	8:40
HS 2nd	8:45	-	9:25 (MS Chapel)
MS 2nd	9:30	-	10:25 (HS Chapel)
Break	10:25	-	10:35
3rd	10:35	-	11:20
4th	11:25	-	12:00
5th	12:05	-	12:40
6th	12:45	-	1:20
7th	1:25	-	2:00
Break	2:00	-	2:10
8th	2:10	-	2:50

Dress Code

Introduction: We hope the following guidelines will help you understand and commit to the overall attitude we desire of our students, which is to cheerfully comply with the Redwood Christian dress standards! The purpose of the dress standard at RCMSHS is three-fold: (1) to promote neatness and modesty, (2) to encourage the attitude that school is a place of instruction rather than play, (3) to enhance safety during the school day; and (4) to promote school spirit and enthusiasm. By maintaining a standard of dress, we hope to encourage our students to learn how to make appropriate dress choices as Ambassadors for Christ, representing Him in all we do.

- **All dress code standards will be in effect while students are on campus, on field trips, or at any other school related functions.**
- ***The administration reserves the right to make the final decision in regard to any questionable student dress or appearance.***

A Note to Parents: In keeping with the agreement between the RCS and the family during the application process, RCS expects that:

- Parents teach their children the importance of dressing modestly and professionally;
- Parents will monitor compliance before their children leave home.
- Parents and students will work to prevent the dress code from becoming a major issue;
- Students will happily comply with the dress code.

We, as adults, know that criticism creates a spirit of unrest in children. We acknowledge that much of the dress code is institutional preference, therefore, the Redwood Christian School Board has set the dress standard that all who attend RCS have agreed to follow.

Please ask these questions when selecting clothing and hairstyles

- Is it immodest (I John 2:15-17)?
- Might my appearance be disruptive to learning by calling attention to itself?
- Does my appearance identify with a negative counter-cultural group or a rebellious element of society?
- Does the clothing present a health or safety hazard?
- Is the clothing faded from washing, worn, or improperly fitted?
- Is the clothing designed for a purpose other than school wear?
- If the answer is "yes" to any of the above, then the attire or appearance is not acceptable for school.

General Clothing Information

- All clothing must be modest, neat and clean in appearance without frays, holes, or rips, and free from slogans, pictures, logos, etc. which are inconsistent with RCS philosophy.
- The following are not permitted:
 - Clothing that mimics negative counter-cultural fads, gang attire, bandanas, long belts and oversized apparel.
 - Camouflage of any color.
 - Overalls, sweat pants, oversized, sagging, or tight pants.
 - Tank tops or sleeveless style shirts.
 - Leggings and thermal underwear worn as outer garments.
 - Beach wear.
 - Tattoos or chains.
 - New Age, occult, spiked, or stud-style jewelry.
- Piercings are not to be worn by boys at any RCS functions.
- Girls may only wear piercings in the ear at RCS functions.
- All baseball style caps, beanies, and other hats, including sweatshirt hoods are to be removed when inside a building.

Shirts and Tops

- All students must wear a shirt (for purposes of this pamphlet, "shirt" also means a "blouse") that has a fold-over collar or wear an administration approved RCS spirit t-shirt (JOG, class, club, athletic, etc) or wear an administration approved pull-over hoodie sweatshirt.
- Shirts must have sleeves.
- Shirts may not be tight-fitting.
- Shirts may not be pulled to the back and secured with elastic bands or clips.
- A school-acceptable shirt must be worn under all sweaters and sweatshirts.
- All shirts with fold-over collars must be buttoned up to the second button. Only the very top button may be undone.

- Girls may not show cleavage.
- All shirts must be long enough to be tucked in even when arms are raised.
- Boys' shirts with tails must be tucked in.
- Shirts longer than your finger tips when your arms are extended must be tucked in.
- Boys t-shirts worn as undergarments may not fall lower than their shirt.

Pants And Shorts

- Students may wear pants, jeans or walking/Bermuda shorts with pockets and belt loops (not running or athletic shorts) year-round.
- Pants, jeans and shorts are to be neat and clean, without holes, and may not be frayed in any way.
- The waist of the pants or shorts must be around the waist, not the hips.
- Boys must wear a belt at all times.
- Pants, jeans or shorts may not be so tight (immodest) that attention is drawn to the curvature of the body from the waist to the ankle.

Dresses and Skirts (Girls only)

- Hems must be 4" from the floor when kneeling.
- Slits must also be no more than 4" from the floor when kneeling.
- Split skirts may be worn provided they meet the length requirement and are full enough to look like a skirt.
- Proper undergarments should be worn at all times.

Hair

- Hair must be trim and neat in appearance, balanced and uniform in cut.
- Hairstyles that mimic negative counter-cultural, rock, or punk styles may not be worn.
- Coloring hair in an unnatural shade or color is not permitted.
- The natural length of boys' hair may not be lower than: 1) the top of the collar, 2) the eye brow, 3) the bottom of the ear.
- Sideburns may not be lower than the bottom of the ear.
- 6th through 11th grade boys are to be clean shaven.
- 12th grade boys are allowed to have facial hair following the senior picture being taken and up to but not including High School Graduation.
- Facial hair on 12th grade boys must be neat and trim in appearance, balanced and uniform in length.
- Boys may not wear hair accessories.

Shoes

- Students are to wear shoes at all times.
- Shoes, like all other clothing must be neat & clean in appearance.
- Open-toed shoes must have a strap around the heel.
- No beach wear is allowed, including flip-flops.
- Dress sandals must have a strap that goes around the heel.

Athletic Game Day Dress

- Boys must wear dress slacks, dress shoes and socks, dress belt and a dress shirt with an appropriate tie. Sweaters and sports coats are encouraged, but not required.
- Girls must wear nice dresses, skirts or dress slacks with blouses. (Dresses and skirts are encouraged if weather permits. Denim or corduroy are not considered game day dress). Dress shoes are required (flip-flops or casual, slipper type shoes are not allowed).

Formal

- The dress code for Formal Events is designed to promote modesty.
- Specific guidelines concerning formal gowns are handed out in advance and require both student and parent signatures.
- **Ladies:** Dresses must be modest, i.e. *four inches* from the floor when kneeling (knee length when standing), not backless, and not showing cleavage. Slits are permitted provided they meet the length requirement. Sleeveless dresses are fine provided that undergarments are not visible. A strapless dress can be worn with a jacket, not a wrap, over it during the banquet.
- **Men:** Dress shoes, dress pants, dress belt, dress shirt, dress tie, and a dress coat.

Graduation

- Boys must wear dress slacks, dress shoes and socks, dress belt and a dress shirt with an appropriate tie. Senior boys must be clean shaven for the graduation.
- Girls must wear a nice dress or a skirt with a blouse. Dress shoes are required (flip-flops or casual, slipper type shoes are not allowed).
- HS students may only wear the CSF stole. No other stoles are allowed.
- HS graduates may wear only one lei.
- MS students may not wear a stole nor have a lei.

Enforcement

- A student who is in violation of the dress code will be notified by the appropriate Dean that he or she has been issued a demerit. If a student feels that his or her clothing is not in violation of the dress code, then he or she may speak to the Dean the day the citation is given.
- The first dress citation will result in a warning. All others will result in demerits.
- The Dean will require a change of clothes if the attire is not appropriate.
- Please contact Mr. Warner, the RCMSHS Principal, with any questions at 510-317-8990.

The dress code was approved by the RCS School Board in June 2009.

Miscellaneous

Equipment and Property Damage: It is the responsibility of each student to ensure that the school's property remains as free as possible from litter and damage. Students are expected to pick up their trash and clean up any mess they make. If a student damages school property, he or she will be charged with repair or replacement.

Insurance: The school provides secondary accident insurance coverage for students injured during school hours or while attending school-sponsored activities or while traveling in a school-provided vehicle. RCS will pay any out-of-pocket expenses not covered by a family's medical insurance up to \$400 per qualified accident.

The accident must be reported to the campus office within 72 hours of occurrence. Receipts are required for payment.

This coverage does not include participation in athletics.

Medication: If it is necessary for a student to take medication during school hours, the medicine must be turned in to the office to be administered by school personnel. Students are to bring a note from home explaining when and how medication is to be administered. In addition, written instructions from the doctor are required for prescribed medication. RCMSHS shall not be responsible for the outcome of any medication taken or administered at the school. With parental permission on file, a student may obtain Tylenol from the office.

Visitors: Students who are interested in attending Redwood are allowed to visit the campus if arrangements are made with the campus office. However, students from other schools who for whatever reason are not attending school that day are not to be on campus. Upon arrival, all visitors to the campus must check in at the office to receive a visitor's pass.

School Attendance

Regular attendance is required by law and is necessary for good scholarship. Learning is greatly enhanced by listening to explanations by people who have developed wisdom in the subject. Insight is also developed as students have the opportunity to share with each other. Therefore, parents are asked to arrange appointments, private lessons and vacations around the school schedule so that absences are limited to illness, bereavement and family emergencies.

Absences: When a student is absent, the school must receive a note or phone call from the parent or guardian explaining the absence within 24 hours. If a student is absent from school, he or she may not participate in or attend any after school activity, including but not limited to field trips, athletic events, or class socials. Prolonged absences due to illness (5 days or more) can only be excused by a Dr.'s note.

Athletic Participation: In order to participate in a sporting event, whether practice or a game, a student must attend classes on the day of the event unless other prior arrangements have been made with the school.

Blue Slips: If a student is planning to be absent for any reason other than a routine medical appointment, he or she must obtain a "Blue Slip" from the office, fill it out and have it signed by all of his or her teachers, a parent and an assistant principal. The "Blue Slip" should be turned

in 24 hours before the planned absence, and failure to do so will result in a detention. RCMSHS discourages planned absences longer than a day. If the family feels the absence is important, a "Blue Slip" should be filled out at least a week in advance of the absence to provide time for students to gather information about the class work to be covered while they are absent and to turn in the work before leaving. It must be understood by the student that an absence does not relieve him or her of the responsibility for completing the assigned work.

Cutting: A cut is an absence which has not been authorized by the parent or the school. Work missed during a cut will need to be made up but will not earn a grade. If a student develops a habit of cutting, he or she will be subject to suspension and/or expulsion from school. Quizzes may not be made up; major tests and projects will receive a penalty.

Illness at school: If at any time during the school day a student feels too ill to remain in class, he or she must report to the office. Parental arrangements will then be made for the student to be picked up from school. Under no circumstances is a student to leave campus without permission from the campus office.

Make-up work: All make-up work is due the first Monday after student has returned to school, unless special arrangements have been made with the teacher. When a student is absent, he or she is responsible to make up all the work that is missed. It is his or her responsibility to find out what assignments, quizzes or tests were missed (this should be done via RenWeb first and by getting clarifications and handouts with the teacher second). Exceptions for prolonged absences may be arranged with his or her teachers. A lowered grade may be given for work not turned in on time. Work not turned in may also result in an "F" for the course, depending upon the importance of the assignment.

Tardiness: We have long been concerned with the problem of tardies and the consequent disruption of the classes as well as the loss in participation time for the student. Students have a responsibility to the class, to the teacher, and to themselves to be on time. A student is considered tardy if he or she is not ready when class begins. Each time a student is tardy, he or she write a tardy letter to parents (6-8th grade handwrite and deliver in person, 9-12th grade email parents and CC the appropriate Dean). This letter serves as a warning toward a future detention or as notification for detention. Students receive a warning for their first and second tardies. Each subsequent tardy will result in a detention (remember, the third detention of a quarter is automatically a Saturday detention). Parents and students can check RenWeb to see the number of accrued tardies each quarter. Students start over with zero tardies each quarter.

Examples of excused first period tardies are as follows:

- Sickness with parent verification by note or phone call.
- Medical appointment with verification by a note from doctor.
- Auto accidents, direct or indirect involvement (subject to verification).
- Unavoidable breakdowns (flat tire, dead battery, etc). Running of out gas is not an unavoidable breakdown.
- Unique, unavoidable circumstances, as confirmed by administration.

- Bus delays or breakdowns.

Examples of unexcused first period tardies are the following:

- Oversleeping/leaving late
- Running out of gas
- Normal traffic problems
- Late car pool (all students will be marked tardy)
- Coming into the office with a Starbucks, Jamba Juice, Egg McMuffin, etc.
- Not calling/E-mailing to excuse legitimate 1st period tardies as of defined above within 24 hours

The administration will be responsible to determine whether an absence or tardy is excused or unexcused. Please contact Mrs. Kidwell regarding first period tardies if you feel it should be an excused tardy.

Tardy Letter Instructions:

Being punctual and on time is your responsibility as a student. This letter is to serve as a tangible reminder of your responsibility and for you to take ownership of why you were late to class.

- 1) Fill out this letter to your parents
- 2) Take this letter home to your parent(s)
- 3) At home tonight, login to RenWeb and check to see how many tardies you have accrued this quarter.
- 4) Do not be tardy again

Sample Tardy Letter:

Date _____

Dear _____,

I was tardy to ____ period today because _____

 _____.

To the best of my memory, this is my _____ tardy this quarter.
 The RCS Student Handbook states,

“Students will receive a warning for their first and second tardies. Each subsequent tardy will result in a detention (remember, the third detention of a quarter is automatically a Saturday

detention). Parents and students can check RenWeb to see the number of accrued tardies each quarter. Students start over with zero tardies each quarter” (page 21).

I will be assigned a Detention if I have three or more tardies. (Detentions for tardies are assigned on Wednesdays to be served the following Monday. International students serve Detention on Thursday.)

Love,

Sample: iLearn@RCS Technology Agreements

Agreement 1: iLearn@RCS Student and Parent iPad Agreement

Name of Student (Print)	Signature	Date
-------------------------	-----------	------

Name of Parent/Guardian (Print)	Signature	Date
---------------------------------	-----------	------

iPad Name:	iPad Serial Number:
------------	---------------------

Check to indicate you received: iPad Case iPad Charger iPad Charging Cable Keyboard Charging Cable

Students and Parents: Please choose by initialing one of the following three options regarding insurance of the iPad issued to you:

_____ I choose to waive iPad insurance. I accept full responsibility for the iPad and will pay for all replacement costs if it is damaged, broken, lost, or stolen, as determined by RCS.
 Parent Student

_____ I choose to purchase an iPad insurance premium through Redwood Christian Schools for the amount of \$110 per year. And initial below:
 Parent Student

_____ **I acknowledge that this insurance does not cover loss of the iPad, the protective case, the keyboard, or the screen protector.** If I lose my iPad, or if I break the case, the keyboard, or screen protector I understand that I am financially responsible for the replacement. I can purchase my own case, one that protects all four sides and corners of the iPad, has a keyboard, and can lay 180 degrees flat, or one through RCS. Insurance does not cover charging cables.

_____ I choose to purchase an iPad and case insurance premium through Redwood Christian Schools for the amount of \$150 per year. And initial below:
 Parent Student

_____ **I acknowledge that this insurance does not cover loss of the iPad or the screen protector.** If I lose my iPad or damage or remove my screen protector I understand that I am financially responsible for the replacement. If I damage the case or keyboard only one new case will be covered through Redwood Christian Schools. Insurance does not cover charging cables.

Please initial to indicate your agreement to and understanding of the following statements:

Parent Student

_____ I acknowledge that RCS owns the iPad listed above, I am checking it out, I am responsible for its care and maintenance, and I am responsible for all content placed on it.

_____ I acknowledge that I have no expectation of privacy regarding the iPad RCS has checked out to me or my RCS email address and both are subject to inspection at any time by RCS.

_____ I acknowledge that I have read the iLearn@RCS handbook and I willfully agree to abide by it.

_____ I acknowledge that I am responsible for all content found on the iPad that RCS has checked out to me and content found in my RCS email account.

_____ I agree to follow all of the rules, regulations and stipulations of the iLearn@RCS program.

_____ I acknowledge that if I choose to waive the optional insurance, I am financially responsible for the iPad if it is broken, lost or stolen, and RCS will charge me full repair or replacement value.

_____ I acknowledge that I am financially responsible for the protective screen, the case, keyboard, and charging equipment provided by RCS and that RCS will charge me full repair or replacement value.

iLearn@RCS iPad Expectations – RCS Students are Responsible & Respectable Digital Citizens.

Please initial to indicate your agreement to and understanding of the following:

Parent Student

- 1) _____ iPads are part of the RCS curriculum and their purpose is to enhance learning. Students are not to use iPads for personal entertainment during class; they are not to play games, watch videos, listen to music, take pictures, send messages, or surf the web.
- 2) _____ iPads are to always be in the protective case provided by RCS or one that meets the requirements.
- 3) _____ iPads are to be brought, fully charged, to school each day.
- 4) _____ iPads are to be kept either on your person (preferred) or locked in your locker; they are not to be shared with or loaned to others.
- 5) _____ iPads are not personal property, any content on the iPad is to be considered public domain, and iPads are subject to inspection by RCS personnel.
- 6) _____ iPads are not to be used to secretly take pictures, videos, or recording of other students or faculty.
- 7) _____ iPads are not to be used to engage “in an act of bullying, including but not limited to, bullying committed by means of an electronic act directed specifically toward a pupil or school personnel” (CA Education Code 48900, section r).
- 8) _____ If you decide to use your own case, all graphics, slogans, sayings, drawings, images must align with RCS philosophy.
- 9) _____ Problems with your iPad must be immediately recorded on the iLearn@RCS Schoology Course or reported to Mrs. Spade in person.
- 10) _____ iPad training is a continuous process and is to be expected throughout the year.
- 11) _____ iPad app history is to be cleared out before leaving each class.
- 12) _____ When told “Screens Down” students will immediately close the iPad.
- 13) _____ When told to “Double Click,” students will immediately show their app history to teachers.
- 14) _____ When told “Hands Down,” students will immediately put their hands in their laps.

- 15) _____ Students will only use their RCS email address when emailing teachers.
- 16) _____ These expectations are subject to change and adjustment by RCS as the need arises.

Agreement 2: Acceptable Use Policy (AUP) for Students Using Technology

Technology Use Philosophy Statement

Redwood Christian Schools will provide access and instruction to students in the appropriate use of technology in an effort to improve student achievement and further the school's goal of producing truly educated students, "equipped for daily living and for eternal life" in the 21st century.

The Importance and Role of the Internet and Technology in Society and Education

Technology is a tool in education and a necessity in preparing students to responsibly engage and participate in the student and adult world. Technology must not be viewed as an end in itself. Technology is only valuable and efficient if it provides a means of improving and supplementing the overall goal of education. Technology will be used when appropriate for the exchange and gathering of information during class or as a part of homework. The ability of technological tools to gather data, manage information and create helpful learning environments is invaluable, but also can be overwhelming if one is ill prepared to use such tools.

Effective strategy for student research and classroom instruction to meet objectives

Students at RCS will have limited access to the internet for the purpose of conducting educational research, practicing curriculum skills, and communicating with parents/teachers/classmates. Students will conduct searches for primary and secondary source materials and will use various programs to show higher level thinking skills and to show competency in technology skills. To ensure the student's online safety a web-filter and firewall are utilized by the RCS IT Department.

Internet access and the use of computer networks is a privilege

Because using the Internet or computers is a privilege each student will be given a username and password to their own account. The RCS IT Department can monitor this account at any time and students have no expectation of privacy regarding any digital content they create or view while on a school computer. Students who use school computers inappropriately will lose this privilege and face other consequences as determined by the RCS administration.

Technology Learning Goals: Students will be able to

1. Recognize and use computer vocabulary (i.e. megabyte, gigabyte, hardware, software, etc.).
2. Utilize basic and universal computer functions (accessing hard drives, CDs, DVDs, flash drives and other USB connected devices, saving files to, and retrieving files from hard drives, CDs, DVDs, and other external memory devices).
3. Be able to have the opportunity to learn proper typing on a standard computer keyboard.
4. Correctly format (font, margins, tabs, line spacing, centering, size, style, etc.) different types of a documents: paragraph, essay, and research paper.
5. Utilize available software, either installed locally or on the school network.
6. Efficiently and safely use the internet for research.

The RCS AUP is in compliance with the Children's Internet Protection Act (CIPA)

RCS uses the services of an Internet filter system to protect students from material that is harmful and deemed inappropriate on the Internet and to monitor network traffic. Additionally, while students are using the computers there will be a staff member in the vicinity to monitor proper use of the computers to protect students from potential harm and/or illegal activity.

Students are allowed to conduct electronic network-based activities that are classroom and educationally related. Additional privileges for personal enrichment and communication are permitted as long as the student is not currently in class.

Students are not permitted to obtain, download, view, or otherwise gain access to “inappropriate matter,” which includes material that may be deemed inappropriate to minors, unlawful, abusive, obscene, pornographic, descriptive, destructive, sinful, or otherwise objectionable under current RCS policy and/or legal definitions. Such behaviors can result in revocation of privileges, access to school computers, and other consequences as determined by the RCS administration.

Examples of unacceptable behavior(s) that can result in loss of privileges and other consequences include:

- damage to, or theft of, system hardware or software;
- alteration of system hardware or software;
- placement of unlawful information, viruses or harmful programs on or through the computer system;
- entry into restricted information on systems or network files in violation of password/account code restrictions;
- unauthorized disclosure of any information about oneself or others;
- sharing of private information with “digital citizens” on the Internet;
- using another person’s name/password/account to send or receive messages on the network;
- violation of other users’ rights;
- use or dissemination of personal information regarding minors, oneself, or any RCS personnel;
- use of the network for personal gain or commercial purposes;
- use of technology “in an act of bullying, including but not limited to, bullying committed by means of an electronic act directed specifically toward a pupil or school personnel” (CA Education Code 48900, section r).

RCS will provide age-appropriate training for students who use technology and the Internet at school. The training provided will be designed to promote the school’s commitment to: 1) the standards and acceptable use of Internet services as set for in the AUP, Technology Plan, and student handbooks; 2) student safety with regard to safety on the Internet, appropriate behavior while online, on social networking websites, and in chat rooms; 3) bullying and cyberbullying awareness and response; and 4) compliance with the Children’s Internet Protection Act (CIPA) and E-rate funding requirements.

Internet Etiquette and Privacy

RCS students are Responsible & Respectful Citizens of the 21st century. They are expected to abide by the generally accepted rules of electronic network etiquette. Examples of appropriate digital citizenship include but are not limited to:

1. Being polite and using appropriate language, etiquette, and decorum. Refusing to use or send abusive, insulting, harassing or threatening messages to others or use vulgar, obscene, or libelous language.
2. Protecting private, personal information of oneself and others. Refusing to reveal or send telephone numbers, addresses, or other personal, private information about oneself or others.
3. Maintaining network security. Refusing to engage in any activity that would cause damage, disrupt, or prohibit the use of the network by oneself or other users.
4. Recognizing that all communications and information are public when transmitted via technology and may be viewed by others and that the RCS IT Department can monitor all such communication. Refusing to participate in any communication that may be deemed hurtful, harassing, threatening, or mean.
5. Using the RCS technology for lawful purposes. Refusing to participate in unlawful activities.

Inappropriate use of RCS technology will not be tolerated and is prohibited. The RCS administration reserves the right to determine the consequences for inappropriate use.

While RCS is providing access to electronic resources, it makes no warranties, whether expressed or implied, for these services. RCS may not be held responsible for any damages including the loss of data as a result of delays, non-delivery or service interruptions caused by the information system or the user’s errors or omissions. The use or distribution of any information that is obtained through the information system is at the user’s own risk. RCS specifically denies any responsibility for the accuracy of information obtained through its technology services.

Concluding statement: As RCS continues to learn how best to utilize technology in the classroom the school reserves the right to change, add to, or delete from these Technology Agreements.

Appendix: RCS Philosophy Documents:

The following pages contain many of the important philosophy documents regarding the RCS Philosophy of Education that students and parents are expected to understand:

- Mission Statement
- Statement of Faith
- Doctrinal Statement
- Basis and Purpose of Redwood Christian Schools (annually ready by parents and students as part of the re-enrollment process)
- Core Values
- Expected Schoolwide Learning Results (ESLRs)
- Parents/Guardians' Pledge of Continued Cooperation and Agreement with the RCS Philosophy of Education (annually ready by parents and students as part of the re-enrollment process)
- Non-Discrimination Policy



MISSION STATEMENT

The mission of Redwood Christian Schools is to provide a Christ-centered education which is able to equip students for daily living and eternal life.

Ratified by the RCS School Board on November 13, 2017



STATEMENT OF FAITH

The basis of Redwood Christian Schools is the Word of God as interpreted by the following statement of faith:

1. We believe the Bible to be the inspired and only infallible recorded Word of God.
2. We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit.
3. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.
4. We believe that for salvation of lost and sinful man, regeneration by the Holy Spirit is essential.
5. We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.
6. 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 damnation.
7. We believe in the spiritual unity of believers in our Lord Jesus Christ.
8. We believe that God wonderfully foreordained and immutably created each person as either male or female in conformity with his or her biological sex. These two distinct yet complementary genders together reflect the image and nature of God (Genesis 1:26–27).

Revised by the RCS School Board on November 13, 2017



DOCTRINAL STATEMENT

As a school, we believe that God is an eternal personal being of absolute knowledge, power, goodness and righteousness.¹ He is ultimate reality, the source and foundation of all reality and truth.² We believe that Jesus Christ, God's only Son, is creator, designer and preserver of all things. In Him the entire universe has its origin, energy, control and final destiny.³

We believe that man came into being by a direct, immediate act of the Creator and is unique among all the creatures.⁴ Man (Mankind) bears the image of God in that he has personality and the power of moral choice. Man's purpose is to glorify God, and to subdue and hold dominion over the earth. Man, by deliberate choice, became estranged from God,⁵ and man's divine image was marred; he became morally corrupt and in need of redemption.⁶ This redemption is provided by God only through the life, death and resurrection of Jesus Christ.⁷

Truth is centered in Christ, and all its disciplines are meaningfully related to each other and to Him.⁸ God communicates truth to man through revelation that is both "General" (nature and providence) and "Special" (Bible and Jesus).⁹ We believe that the Bible is the inspired and inerrant Word of God, the final authority for faith and practice.¹⁰

All Christians, in all times and in all places have been united into a single body of God's design. This union is called the body of Christ, the universal church. The Bible commands that Christians assemble for worship, instruction, fellowship, and mission. The mission of the church is to make disciples of all nations. Redwood Christian Schools, in cooperation with parents, participates in the mission insofar as we are part of the body of Christ.¹¹

Because God is central and has made Himself known through revelation, education must create an awareness of God's manifestations.¹² We believe that education is learning to see

¹ Exodus 3:14, Job 37:16, Genesis 1:3-31, Psalm 23, Ezra 9:15

² John 1:1-4

³ Colossians 1:15

⁴ Genesis 1:26-27

⁵ Isaiah 53:6

⁶ Genesis 3:8-16

⁷ Acts 4:12

⁸ John 14:6, Genesis 1:3-31

⁹ Romans 1:20, Hebrews 1:1-2

¹⁰ Romans 1:20, Hebrews 1:1-2, II Timothy 3:16

¹¹ I Corinthians 12:12-31, Ephesians 5:22-30

¹² Deuteronomy 6:1-7

things as God sees them and to think God's thoughts after Him. We believe that all curricula content is related to God and the revelation of God becomes the heart of the curricula. The most important agent in this revelation is the Holy Spirit.

We believe that education is the process of directing human development toward godliness in character and action.¹³ In this process, the Christian school is an extension of both the home and the church, the two institutions to which Scripture gives the responsibility of education.¹⁴ We recognize that the most effective education necessitates a Christian teacher, who understands and practices a Biblical worldview, and a Christian student.

We believe that God has given the responsibility for discipline and instruction of children to parents. They are to train each one faithfully in God's truth. The father, under God's direction, has this major responsibility as he and his wife raise each child in the ways of the Lord.¹⁵ We believe parents have given Redwood Christian Schools the authority to join with them in this process during the school hours and activities. The parents empower the school to act as surrogate parents and Redwood agrees to assist (but not supplant) the parents in the teaching and training of truth and in character development. Personal salvation is our foremost objective for each student, enabling him to reflect God spiritually, mentally, socially, and physically.¹⁶ It is our further objective to lead each student into an understanding of the basic concepts of the Christian life, to develop within him the ability to think deeply and critically from a Christian worldview, and to guide him into making his relationship with Jesus Christ meaningful in every aspect of his life.¹⁷

Ratified by the RCS School Board on November 13, 2017

¹³ Proverbs 22:6

¹⁴ Acts 2:42

¹⁵ Ephesians 6:4

¹⁶ Colossians 1:25-28

¹⁷ II Peter 1:2-11, I Corinthians 13:11-13



BASIS AND PURPOSE

OF REDWOOD CHRISTIAN SCHOOLS

This document incorporates many of the principles and statements found in Articles II-V of the By-laws of Redwood Christian Schools, in addition to school positions based upon Biblical Truth. In an effort to continually keep before us the goals and principles that guide Redwood, this document is required to be read and signed each year by all of Redwood's employees, selected volunteers and board members. By so doing, each such person is declaring, in writing, his or her unconditional support for and acceptance of these principles and statements.

ARTICLE II - BASIS

1. The basis of Redwood is the Word of God (Eph. 6:4, Psa. 34:11, Prov. 22:6 and Deut. 6:5-7).
2. The basis is five-dimensional in that Redwood (a) honors the Bible as God's Word, (b) proclaims the relevancy of God, (c) asserts that man is a spiritual being, (d) teaches that there is absolute truth, and (e) believes that man is a sinner.
3. Redwood's philosophy for an education that is Christian starts with the belief that God is the source of all truth. Its perspective is the Biblical view of God with Christ at the center of all life and with all parts of the universe mutually related.

ARTICLE III - STATEMENT OF FAITH

1. We believe the Bible to be the inspired and only infallible recorded Word of God (2 Timothy 3:16-17).
2. We believe that there is one God, eternally existent in three persons: Father, Son and Holy Spirit.
3. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.
4. We believe that for salvation of lost and sinful man, regeneration by the Holy Spirit is essential.
5. We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.
6. 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 damnation.

7. We believe in the spiritual unity of believers in our Lord Jesus Christ.
8. We believe that God wonderfully foreordained and immutably created each person as either male or female in conformity with his or her biological sex. These two distinct yet complementary genders together reflect the image and nature of God (Genesis 1:26–27).

ARTICLE IV – PURPOSE

The purpose of Redwood Christian Schools, a nonprofit institution, is to provide Christ-centered instruction of high academic quality in conformity with Article III of the By-laws. Our students are to be prepared to take their place in the home, the church, the state, and in their vocations or professions, in a manner that glorifies God.

ARTICLE V - OBJECTIVES

Redwood's objectives are: (1) to teach that the Lord Jesus Christ is the Son of God; (2) to teach that one can obtain eternal life only by receiving the Lord Jesus Christ as Savior; (3) to teach that God is the creator and sustainer of the universe and of man; (4) to teach that growth in the Christian life depends upon fellowship with God through Bible reading, prayer and service; (5) to teach that the Bible is the inspired and only infallible recorded Word of God and that it is practical and essential; (6) to teach the application of Biblical principles to every part of daily life; (7) to teach academic subjects integrated with the Bible; (8) to teach the student his role in the community with non-Christians and with Christians who hold differing views; (9) to teach the urgency of world missions; (10) to teach the student to think for himself and to stand up for his personal convictions in the face of pressure; (11) to teach the student to apply himself to his work and to fulfill his various responsibilities; (12) to teach the student to work independently and cooperatively; (13) to teach the knowledge and skills required for future study or for occupational competence; (14) to teach an appreciation of the fine arts; (15) to teach and help develop a desire and a discretion for wholesome physical and mental recreation; (16) to teach the student his present civic responsibilities; and (17) to prepare him for adult responsibilities as a Christian citizen of our nation.

STATEMENT ON MARRIAGE, GENDER AND SEXUALITY

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God (Gen. 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person.

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 (Gen. 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 Cor. 6:18; 7:2-5; Heb. 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God (Matt. 15:18-20; 1 Cor. 6:9-10).

We believe that in order to preserve the function and integrity of Redwood Christian Schools as the local Body of Christ, and to provide a Biblical role model to the students and families of Redwood Christian Schools and the community, it is imperative that all persons employed by Redwood Christian Schools in any capacity, and selected volunteers agree with and abide by this Statement on Marriage, Gender and Sexuality (Matt. 5:16; Phil. 2:14-16; 1 Thess. 5:22).

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Rom. 10:9-10; 1 Cor. 6:9-11).

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

STATEMENT ON THE SANCTITY OF HUMAN LIFE

We believe that all human life is sacred. God created mankind in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect and value all human life (Psa. 139:1-18).

FINAL AUTHORITY FOR MATTERS OF BELIEF AND CONDUCT

The Redwood Christian Schools Statement of Faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God, speaks with final authority concerning truth, morality and the proper conduct of mankind. The Bible is the sole and final source of all that we believe. For purposes of the faith, doctrine, practice, policy, and discipline of Redwood Christian Schools, our School Board is the final interpretive authority on the Bible’s meaning and application.

STATEMENT OF COMMITMENT TO COMPLY WITH ARTICLES II, III, IV AND V

I have read and understood the aforementioned principles and statements. As an employee, selected volunteer, or board member of Redwood Christian Schools, I agree to strive to promote the Basis and Purpose of Redwood Christian Schools.

Date

Signature

Name (printed)

Revised August 3, 2015

Revised by the RCS School Board on November 13, 2017



CORE VALUES

The purpose of Redwood Christian Schools is to teach our youth the usual subjects taught in public education, as well as the tenets of Biblical faith. We believe that the Bible is central in education. It provides a unifying frame of reference for every subject; it also gives life and power to the whole curriculum. The Bible, when properly taught, is a liberating influence, freeing the mind and heart for the pursuit of truth in every direction. As such, it is a constant reminder that all truth, being of God, is for a purpose.

The school supports the Biblical position that parents are responsible to train their children in the ways of the Lord (Ephesians 6:1-4, Proverbs 22:6). The school takes the position of surrogate parent and agrees to assist (but not supplant) the parent in the teaching of truth and in character development.

The objectives of the school are centered around five character builders:

TO ESTABLISH CHRISTIAN TRUTH AS A GUIDE FOR LIFE

1. Through an understanding that God is the creator and sustainer of the universe and of man, through which His eternal power and His divine nature are clearly seen (Neh. 9:62);
2. Through an acceptance that the Bible is the inspired and inerrant Word of God, the only authority for faith and practice (II Tim. 3:16-17);
3. Through the knowledge that all men are sinners and can have salvation only through personal faith in Jesus Christ as Savior (Titus 3:5-6);
4. Through the development (after coming to know Christ) of a consistent Christian life through prayer and daily Bible study (I Peter 2:2);
5. Through arousal of a desire to invest one's life in Christian service to the glory of God (Col. 1:9-10).

TO MAINTAIN A HIGH ACADEMIC STANDARD

1. Through a mastery of the skills of communication (writing, reading, speaking) and math so thoroughly that the student will be prepared to acquire further knowledge without hindering limitations (Col. 3:23);
2. Through the desire to work and acquire knowledge at maximum ability (Ecc. 9:10);

3. Through the ability to discern truth from error (I John 4:6).

TO INSTILL PURE MORALS IN THE HEART OF THE STUDENT

1. Through development of an appreciation for the values accrued from our past spiritual and cultural heritage (Psa. 61:5);
2. Through inculcation of the desire to choose right over wrong and to hold to one's convictions under pressure (Dan. 1:8).

TO GENERATE A SPIRIT OF PATRIOTISM

1. Through the teaching of loyalty to our country and a recognition of atheistic teachings which undermine our country's foundations (I Peter 2:13-17);
2. Through recognition of government as God-ordained (Rom. 13:1);
3. Through arousal of a desire to become involved citizens of this nation for the Lord's sake (Acts 13:36a).

TO LIVE A DISCIPLINED LIFE

1. Through submission to the Holy Spirit who conforms us to the image of Christ (Rom. 8:9-10);
2. Through the exercising of self-restraint and consideration of others (I Cor. 9:25-27);
3. Through submission to the legitimate authorities with full cooperation and, where proper, by becoming a strong, gracious leader (Titus 3:1).

Ratified by the RCS School Board on November 13, 2017



EXPECTED SCHOOLWIDE LEARNING RESULTS

DEVELOPING A MIND FOR CHRIST

A Christian mind believes that God exists, He created all things, and He brought truth, order, purpose and authority into His creation. At RCS we believe that all truth is God's truth and that there is a difference between information and understanding. Information is the mere collection of facts and figures, whereas understanding uses these facts and figures to wrestle with God's truth, which will in turn lead to action that is proper and God-honoring. Our teachers all have a shepherd's heart and they guide their students, teaching them to wrestle with God's truth so that they can use their intellect to honor God in all they do.

The goal of the Expected Schoolwide Learning Results at Redwood Christian Schools is for our students to be "Developing a Mind for Christ" that fully recognizes God's truth, realizes that ideas have consequences, and works toward impacting the world around them for Christ. We teach our student to know and recognize truth as revealed by God through Scripture. We teach our students to know and do what is right by internalizing the values taught in Scripture. We teach our students to be skillful and to do everything as if it were being done for the Lord Jesus.

It is expected that as part of developing a mind for Christ:

RCS students will be **Active Learners** who approach learning as a thinking activity and assume personal responsibility to remember and apply what is presented in school. They will be taught to:

- Use and manage time by organizing priorities, setting and attaining goals
- Identify similarities and differences
- Ask their own questions and locate their own answers
- Properly use resources
- Listen and take effective notes
- Read, summarize, and study written text
- Create metaphors and analogies to aid with memorization
- Remember and transfer knowledge to different contexts
- Apply the truth of God's Word in their daily lives

RCS students will be **Responsible and Respectful Citizens** who treat others as they, themselves, wish to be treated. They will be taught to:

- Demonstrate respect for authority
- Accept personal, social, and civic responsibility
- Contribute their time and talents to improve the quality of life in their sphere of influence

- Model responsible citizenship marked by kindness, integrity, compassion, and Biblical ethics

RCS students will be **Critical and Creative Thinkers** who approach the world with intellectual curiosity and solve problems using a Biblical worldview. They will be taught to:

- Identify, locate, and organize information so it becomes understanding
- Apply, analyze, synthesize, and evaluate ideas when solving problems
- Investigate meaning beyond the obvious
- Identify and differentiate fact and opinion
- Determine the validity of sources
- Evaluate information from a Biblical worldview
- Manage complexity by planning and prioritizing
- Demonstrate problem-solving skills in real-life situations
- Design creative and contextually appropriate presentations of the Gospel

RCS students will be challenged to be **Spiritually Growing Students** through service to Jesus Christ. They will be taught to:

- Acknowledge Jesus Christ as the Son of God who is the Lord and Savior of everyone who believes in Him
- Demonstrate God's love, will, and authority in their lives through service to others
- Develop spiritual gifts through involvement in ministry activities
- Share God's truth with those around them, through both word and deed
- Respect the dignity and sanctity of all human life

RCS students will be **Effective Communicators**, able to express their ideas through various media, characterized by a clear sense of meaning, purpose and audience. They will be taught to:

- Conduct research using appropriate technology
- Summarize reflectively
- Document sources
- Evaluate critically
- Identify the main purpose/point
- Explain the difference between fact and opinion
- Communicate the Gospel

Revised by the RCS School Board on January 24, 2011
 Ratified by the RCS School Board on November 13, 2017



EXPECTED SCHOOLWIDE LEARNING RESULTS SUMMARY STATEMENT

Developing a Mind for Christ

The goal of the Expected Schoolwide Learning Results at Redwood Christian Schools is for our students to be “Developing a Mind for Christ” that fully recognizes God’s truth, realizes that ideas have consequences, and works toward impacting the world around them for Christ. We teach our student to know and recognize truth as revealed by God through Scripture. We teach our students to know and do what is right, to live by the values taught in Scripture. We teach our students to be skillful and to do everything as if it were being done for the Lord Jesus!

It is expected that as part of developing a mind for Christ that:

- RCS students will be **Active Learners** who approach learning as a thinking activity and assume personal responsibility to remember and apply what is presented in school.
- RCS students will be **Responsible and Respectful Citizens** who treat others as they, themselves, wish to be treated.
- RCS students will be **Critical and Creative Thinkers** who approach the world with intellectual curiosity and solve problems using a Biblical worldview.
- RCS students will be challenged to be **Spiritually Growing Students** through service to Jesus Christ.
- RCS students will be **Effective Communicators**, able to express their ideas through various media, characterized by a clear sense of meaning, purpose and audience.



PARENTS/GUARDIANS' PLEDGE OF CONTINUED COOPERATION

Upon enrollment of at RCS, we have read and hereby agree to each of the following terms:

1. We, as parents or guardians who are accepting the Biblical challenge to “train up a child in the way he should go,” do state that this training will be carried on in the home. We shall place our trust in Redwood Christian Schools to be an extension of that training. (Proverbs 22:6; Luke 6:40; Ephesians 6:4)
2. We understand that the faculty and staff of Redwood Christian Schools will teach love and respect for the Lord Jesus Christ and obedience to Him. (1 Samuel 15:22; Matthew 28:20; John 14:15, 21)
3. We understand that Redwood Christian Schools is most effective in providing our child(ren) with a Christ-centered education when we as a family read the Bible, pray and attend a local church whose Statement of Faith is not inconsistent with the RCS Statement of Faith. (Deuteronomy 6:6,7; Hebrews 10:25)
4. We (parents and 6th-12th students) do hereby state that we have read the RCS Student Handbook pertaining to this student and have examined the school’s curriculum, statement of faith, facilities, disciplinary procedures, and Refund Policy as stated in the Tuition and Fees Schedule, and we do accept those documents, facilities and policies, and pledge our support to the faculty and administration of RCS. (Amos 3:3; 1 Corinthians 1:10; Philippians 2:2)
5. We pledge our fullest cooperation to not make an issue of any doctrinal controversy or denominationalism. (John 17:23; 1 Corinthians 1:10; Ephesians 4:3-7)
6. We understand that in order for discipline to be most effective, it must be administered immediately. We hereby invest authority in Redwood Christian Schools to discipline our child as deemed necessary by the school including a parent/guardian being requested to pick up our child from school, detention, suspension, withdrawal, and expulsion, and we agree to abide by such discipline. (Proverbs 29:15, 17; Hebrews 12:11)
7. We agree that Redwood Christian Schools can suspend and/or expel, at its sole discretion, our child named on this form if it is determined by the administration of the school to be in the best interest of either our child or the school. We agree to withdraw our child if it is determined by the administration of the school to be in the best interest of either our child or the school. We understand that failure to pay tuition as it is due is grounds for expulsion of our child named on this form.
8. By signing the reverse side of this page, we, as parents or guardians of our child, do sincerely give our pledge that we will support and abide by all items as stated above. (Deuteronomy 23:21; Numbers 30:2)

1.	Print Name of Parent/Guardian Date	Signature	Relationship
----	---------------------------------------	-----------	--------------

2. Print Name of Parent/Guardian Signature Relationship
 Date

Ratified by the RCS School Board on November 13, 2017



AGREEMENT WITH THE RCS PHILOSOPHY OF EDUCATING STUDENTS

Redwood Christian Schools (RCS) believes that a student's home and school should have a harmonious relationship. Thus we ask the home to be in agreement with the policies, practices and philosophy stated herein on our application and on our website. Our philosophy is based on the conviction that Bible knowledge and a personal relationship with Jesus Christ are essential to fulfill the spiritual, academic and social development of the student, and we strive to foster that philosophy in our classes, programs and curriculum to provide a Christ-centered education.

RCS does not limit its enrollment to only students who have committed their lives to Jesus Christ. We welcome students of all religious backgrounds, and strongly encourage families to regularly attend church together. The total process of education at RCS includes encouraging students who have not committed their lives to Jesus Christ (unsaved) to trust in Him for their salvation, and then develop a Christian worldview by relating the whole person to God in all facets of life.

Our philosophy of Christian education recognizes the God-ordained role of parents to their child(ren). In view of this relationship, RCS affirms that education is primarily the parents' responsibility. Our school functions as an extension of the home, to assist the proper relationship between the family, church and the educational process in providing a Christ-centered education for our students. Just as parents expect RCS to support their family, it is the expectation of RCS that our families will:

- Support the school in all its efforts to provide excellent academic and spiritual training;
- Affirm the school in maintaining its educational and Biblical standards, policies and procedures;
- Support decisions and discipline made by the school as they relate to their child(ren);
- Participate, when possible, in school affairs and functions;
- Faithfully meet their financial obligations to the school;
- Resolve any issues or problems with school personnel by following the Biblical procedures stated in Matthew 18:15-17 (e.g., first, go directly to those involved with a confusion or misunderstanding);
- Read and agree to abide by the RCS Student Handbook available at all school offices and posted on www.rcs.edu;
- Read and understand the *Basis and Purpose of Redwood Christian Schools*; and
- Read and understand the items listed on "*Parents/Guardians' Pledge of Continued Cooperation*".

By signing this Agreement, we pledge and agree to:

- Try our best to meet each of the expectations the school has for its families, as stated above; and
- Actively support the board, administration and faculty of Redwood Christian Schools in implementing the school's philosophy of providing a Christ-centered education.

THE SIGNATURES OF BOTH PARENTS OR GUARDIANS ARE REQUIRED. (If this is not possible, please explain on the second line below.)

We have read and hereby agree to each of the terms listed in the "Pledge of Continued Cooperation."

1.	Print Name of Parent/Guardian Date	Signature	Relationship
----	---------------------------------------	-----------	--------------

2.	Print Name of Parent/Guardian Date	Signature	Relationship
----	---------------------------------------	-----------	--------------

Ratified by the RCS School Board on November 13, 2017



NON-DISCRIMINATION POLICY

For Employment:

Employment at Redwood Christian Schools is open to qualified individuals who are Christians of good character, Redwood Christian Schools does not discriminate in employment, or in the terms or conditions of employment, on the basis of race, sex, national or ethnic origin, color, age, or disability. Redwood Christian Schools is a religious educational ministry, permitted to utilize religion as an employment criteria. All prospective and current employees must agree with Redwood Christian Schools' mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith and the school's declaration and agreement to ethical and moral integrity.

Adopted by the RCS School Board on November 13, 2017

For Student Acceptance:

Redwood Christian Schools admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. Redwood Christian Schools does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Ratified by the RCS School Board on November 13, 2017

This handbook is subject to change in order to reflect the current practice and policy of Redwood Christian Schools.

If you have any questions about the School's guidelines, please contact your campus office. Redwood counts it a privilege to serve you, your child and the Lord Jesus Christ in our common goal to "train a child in the way he should go." (Proverbs 22:6)

Contact Information

District Offices

- Address: 4200 James Avenue, Castro Valley, CA 94546
- Phone: 510-889-7526 or 510-889-7817
- Superintendent: Mr. Al Hearne - AlHearne@rcs.edu
- Business Manager: Mr. Ed Hubbard - EdHubbard@rcs.edu

Redwood Elementary (K-5)

- Address: Redwood Chapel, 19300 Redwood Road, Castro Valley, CA 94546
- Phone: 510-537-4288
- Principal: Mr. Dale Huemoeller - DaleHuemoeller@rcs.edu
- Assistant Principal: Miss Megan Sinisi - MeganSinisi@rcs.edu

Redwood Christian Middle School & High School (6-12)

- Address: 1000 Paseo Grande, San Lorenzo, CA 94580
- Phone: 510-317-8990
- Principal: Mr. Ben Warner - BenWarner@rcs.edu
- Assistant Principal: Miss Erin McGrath - ErinMcGrath@rcs.edu
- Assistant Principal: Mr. Albert Castaneda - AlbertCastaneda@rcs.edu
- Director of RCS Global: Mr. Evan Barnhart - EvanBarnhart@rcs.edu