

*Faith Fellowship Christian School*

131 Moore Avenue  
Watertown, New York, 13601  
(Phone)315-782-9342  
(Fax)315-786-0309  
**school.ffcs.k12.ny.us**

Dear Parents,

Thank you for your interest in our school. We have adopted an admissions policy that opens the school to families who are like-minded spiritually, who are supportive of our philosophy, objectives, and standards to education, and whose children meet our enrollment standards. Our purpose is to serve families who desire not simply a private education, but a distinctively Christian education for their children.

Before applying for admission to our school, please read the portions of the Student Handbook provided in this introductory packet. The Student Handbook will introduce you to many of the school's policies, procedures, and expectations for both parents and students.

This school unashamedly believes, teaches, and practices a literal interpretation of the Word of God. If you do not agree with our religious mission and beliefs, enrolling your child in our school will likely cause him or her confusion. For example, if a question regarding biblical lifestyles arises in chapel or your child's classroom, the teacher will answer from a biblical viewpoint consistent with our mission and belief statement. If your beliefs and lifestyle choices are not in agreement with our doctrinal stance, that answer will likely create conflict in your child's heart and mind. This internal conflict could drive a wedge between you and your child, cause your child to negatively judge you as a parent, or force your child to choose between our teaching and what he or she learns at home. We respect your desire to place your child in the best possible learning environment, but if you are not in full agreement with our doctrinal positions, it will be best for all concerned if you do not enroll your child at our school.

Biblical principles are integrated into every subject taught at our school. Our staff is committed not only to academic excellence, but also to teaching students how to apply the truths of God's Word to every aspect of life. If you are in agreement with the teachings of God's Word, this school will complement the beliefs and ideals your child is taught at home. We look forward to partnering with you to educate your child in God's truth.

Signature of Mother: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Father: \_\_\_\_\_ Date: \_\_\_\_\_

## Enrollment Process

### Required steps before the interview process:

Students are registered at FFCS on an on-going basis. The registration of a student cannot be finalized until the following steps are completed.

1. Answer all questions on the student application.
2. Answer all Christian background questions. (You only have to submit one copy if you are enrolling more than one child.)
3. A Parent Contract must be signed for each child.
4. A Pastoral Reference letter, to include their name and phone number must be submitted.
5. All information must be returned by mail or in person, including the completed application(s), all school medical forms for each child, and the Parent Contract(s).

### **The above requirements must be met before an interview can be scheduled.**

When an interview with the Administrator is arranged, please bring your child's birth certificate and immunization records. We will make copies for you. The registration fee is due at this time, if your child(ren) are accepted for enrollment.

All new students are required to have a physical exam by the doctor or your choice. You have thirty days to submit the paperwork.

Students cannot start school until we have all the necessary paperwork (except the physical exam).

## **Statement of Mission**

Faith Fellowship Christian School is a school that exists to challenge boys and girls to know Jesus Christ as Lord, to love others as themselves and to grow in knowledge and skill in order that they may serve the Lord through their character and leadership.

## **Statement of Philosophy**

The mandate of Christian education comes from God's command that children be taught to love God and to give Him preeminence in their lives, and from Biblical teachings that parents are responsible for the total education of their child.

"Train up a child in the way he should go, even when he is old he will not depart from it."  
Proverbs 22:6

"Your children will be taught of the Lord; and the well being of your children will be great." Isaiah 54:13

The education philosophy of Faith Fellowship Christian School is dependent upon the Bible for providing the viewpoint for interpreting any subject or any school activity. The entire process of education is seen as a means used by God to bring the student to Himself through personal faith in Christ, and to develop a Christian mind to fulfill God's will for his or her life vocationally and personally.

At a time in our society when standards of morality, personal integrity, spiritual awareness and academic performance are in decline, FFCS stands ready to promote and inculcate those time tested honorable virtues of faith in God, obedience, self-discipline, individual responsibility, personal integrity and love toward our country, into the heart and lives of each student.

The Christian school is committed to raising up young men and woman confident of their relationship with God and established by a rigorous education training ready to step forth and accept God's leading in their lives. We look forward to the opportunity of working with you in training your child. Remember, "In Christ are hidden all the treasures of wisdom and knowledge." (Colossians 2:3)

FFCS is a ministry of Faith Fellowship Church, which is a Full Gospel Church in believe and practice. However, since the ministry of the school is to a wider body of Christ, the philosophy and practice of the school in regards to denominational and doctrinal issues is strictly focused on the foundational truths of the Bible.

### **3190 Control of Student Conduct**

It is our goal that Christian love be at the heart of discipline. Any policy should have at its core a commitment to fulfill the Biblical assessment of discipline as well as the strongest possible effort to support the parents of our school students. We at FFCS see Biblical discipline in three distinct aspects.

- 3191** The first aspect of discipline is teaching. The behavioral standard must be clear. Simple and clear instruction founded on God's word is a must.
- 3192** The second aspect of discipline is the putting forth of examples of role models. The teacher and staff are to show by example the truth, which they have taught. This, of course, reinforces that truth and adds power to the teaching that has been done (1 Timothy 4:12 KJ)
- 3193** The third aspect of discipline is the corrective consequences taken to enforce sound behavior. This involves many means such as missing recess, loss of privileges, detention, notes and conferences with parents, public apologies (restitution). We also reserve the right to suspend and/or expel students if the situation warrants it. (Titus 2:15 AMP)
- 3194** Mischievous problems are essentially any violation of a class rule such as whispering, disturbing other students, fooling around, etc.
- A.** A first offense will be treated with a verbal rebuke or warning.
  - B.** A second offense will be treated with the loss of a privilege.
  - C.** A third offense will be responded to with age appropriate consequence. A note will be sent home and will need to be returned with a parent signature.
- 3195** Moral problems are when a mischievous problem continues uncorrected. Moral problems can include lying, stealing, cheating, fighting, overt disobedience to God's commandments and disrespectful or defiant attitudes.
- A.** A first offense will be treated by notifying the student and explaining the offense. Parents will be contacted the same day. Middle and High school may receive a detention.
  - B.** A second offense will be responded to with a request for a parent conference with the teacher and the Principal as soon as possible. Disciplinary action will be

decided by the teacher and Principal and can include suspension or a recommendation for expulsion.

**3196** Suspension, in-school and out-of-school, are utilized as necessary.

**A.** When a student returns from a suspension period and there is not notable change in their behavior, expulsion will be discussed as a final option to be taken and will be determined by the Principal and the Board of Education.

**3197** Cooperation between the teacher and Administration in administering the discipline is a necessity.



# FAITH FELLOWSHIP CHRISTIAN SCHOOL DRESS CODE

## 4210 Dress Code Policy

Our goal at Faith Fellowship Christian School is to do all things in a way that is pleasing and honoring to our Lord Jesus Christ. We want this to be seen in our personal testimony concerning our appearance.

### 4211 Uniforms for Preschool - 6<sup>th</sup> Grade

#### A. Uniform for Preschool on Monday, Elementary Chapel Days

##### 1. Pre-K Girls

Dress or sweater and skirt. The FFCS polo shirt is recommended.

##### 2. Pre-K Boys

Shirt, tie and dress pants. The FFCS polo shirt is recommended.

#### B. Elementary K-6<sup>th</sup> grade

##### 1. Girls

- *On Monday, Elementary Chapel Day*, the uniform is the FFCS polo shirt and khaki colored pants or khaki colored knee length skirt.
- *All other days*, the uniform is FFCS polo with khaki/navy knee length skirt, blue jeans or khaki/navy color pants. Leggings may be worn under the knee length skirt.
- No skin-tight pants such as skinny jeans, leggings or yoga pants are permitted unless covered by a knee length skirt. No leggings, jeggings or yoga pants with only a shirt are permitted.
- Solid color pullover or cardigan sweaters may be worn over the FFCS polo shirt. Solid color turtlenecks or long sleeve t-shirts may be worn under the FFCS polo shirt.
- Only the FFCS fleece pullover, FFCS fleece jacket pullover, or FFCS jackets are approved for wear.
- No hats, scarves, hoodies, jackets or fleece jackets may be worn during school hours.
- Socks and leggings must be solid color.

##### 2. Boys

- *On Monday, Elementary Chapel Day*, the uniform is the FFCS polo shirt and khaki colored pants.
- *All other days*, the uniform is the FFCS polo shirt and khaki or navy colored pants or blue jeans (no rips or holes).
- Solid color pullover or cardigan sweaters may be

worn over the FFCS polo shirt. Solid color turtlenecks or long sleeve t-shirts may be worn under the FFCS polo shirt.

- Only the FFCS fleece pullover, FFCS fleece jacket pullover, or FFCS jacket is approved for wear.
- No hats, scarves, hoodies, jackets or fleece jackets may be worn during school hours.
- Socks must be solid color.

### 3. Gym Days

- Students have the option to wear a t-shirt under their polo shirt and the polo may be removed (only for gym class).
- Sneakers must be worn for gym.

### 4. Shorts

Knee-length shorts may be worn from May 1- Oct 15 that are solid color cotton-blend khaki, navy, or blue jean material (no cargo shorts or frayed shorts, no rolling of shorts will be permitted).

- 5. All clothes should be clean and in good repair (no holes, patches or frayed).

## 4212 Uniforms for Grades 7-12

### 1. Girls

- The FFCS polo shirt is worn with navy blue or khaki colored knee length skirt or pants. (No cargo pants, skinny jeans, jeggings, or yoga pants.)
- Nylons (natural color), socks, tights, or leggings (solid color) are permitted.

### 2. Boys

- The FFCS polo shirt is worn with navy blue or khaki pants (no cargo pants).

### 3. Boys and girls

- Solid color dark navy blue pullover or cardigan sweaters may be worn over the FFCS polo shirt. Solid color turtlenecks or long sleeve t-shirts may be worn under the FFCS polo shirt.
- No hats, scarves, hoodies, jackets or fleece jackets may be worn during school hours.
- Only the FFCS fleece pullover, FFCS fleece jacket pullover, or FFCS jackets are approved for wear.

### 4. Gym Days

- Plain t-shirt, knee length shorts, sweat or warm up pants, and sneakers are required for gym.

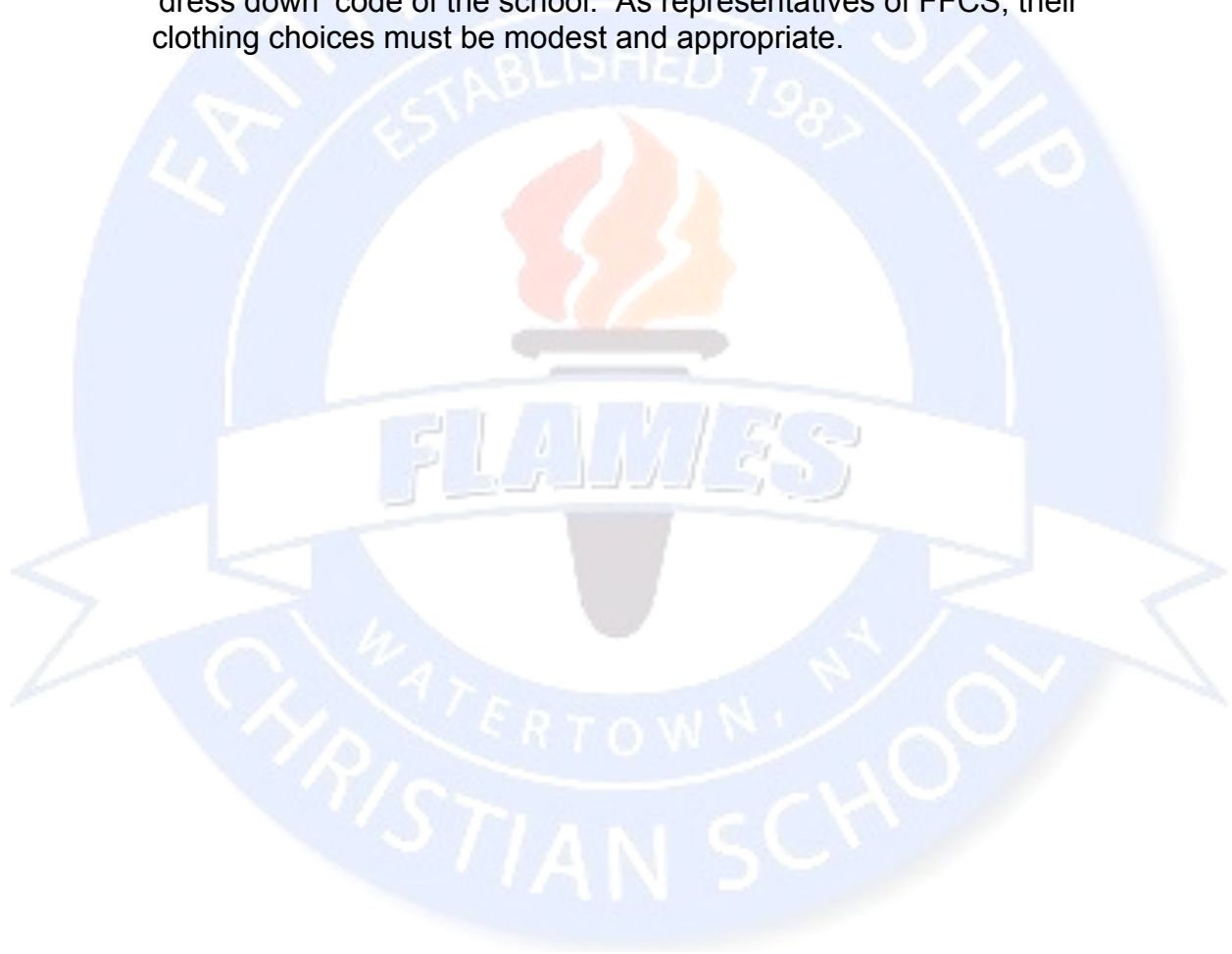
5. Shorts

Khaki colored or navy blue, 4-pocket, knee-length shorts may be worn from May 1- Oct 15 (No cargo shorts or frayed shorts, no rolling of shorts will be permitted).

6. All clothes should be clean and in good repair (no holes, patches or frayed).

**4213 Dress Down Policy Regarding Off-Campus Dress Code**

If students change out of uniform before leaving Faith Fellowship Christian School during school hours for sporting events, field trips, BOCES, or any other school related activity, they must still be in compliance with the 'dress down' code of the school. As representatives of FFCS, their clothing choices must be modest and appropriate.





*Faith Fellowship Christian School*

131 Moore Avenue  
Watertown, New York, 13601  
(Phone) 315-782-9342  
(Fax) 315-786-0309

**PARENT CONTRACT**

1. I request the staff of FFCS to assist me in the education of \_\_\_\_\_ according to the FFCS philosophy of Education.
2. I have read, understand and agree with the school's discipline policy. I also understand that FFCS reserves the right to dismiss any student who proves disrespectful to the school's spiritual standards and authority or for manifesting a lack of cooperation with the educational process.
3. I understand that my participation in discipline is expected and required. I agree to fulfill my obligation to correct within the home any ongoing discipline problems that are manifested within the school. I understand that my failure to do so is grounds for the dismissal of my child from school.
4. I pledge to build strong relations with my child's teacher and aid in the training of my child through Godly example in the home. I will follow through with any work assignments or slips to be signed, see that my child reaches school on time, send written excuses for absences or tardiness and cooperate in training the child to respect and care for school property.
5. I give permission for my child to take part in various school activities, including physical education classes and school plays.
6. I pledge to pay my financial obligations to FFCS in a timely manner. If difficulty in paying in a timely manner arises, I will contact the Business Manager.
7. I understand that my failure to fulfill any portion of this contract is considered to represent breaking of this contract and can be grounds for dismissal of my child from FFCS.
8. I understand and agree that continued enrollment and/or reenrollment of my child(ren) in FFCS is dependent on my parental support of the school, its staff, and its policies.

Father's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mother's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Faith Fellowship Christian School*

131 Moore Avenue  
Watertown, New York, 13601  
(Phone) 315-782-9342  
(Fax) 315-786-0309  
NYS REGISTRATION #15-514

**RECORDS RELEASE**

|                       |                |
|-----------------------|----------------|
| Student Name:         | Date of birth: |
| Last School Attended: | School Phone:  |
| School Address:       | School Fax:    |

Please send the following:

|                          |   |
|--------------------------|---|
| <input type="checkbox"/> | Standard transcript including withdrawal grades, grading system, attendance                           |
| <input type="checkbox"/> | Discipline history. If no discipline history, please state NONE                                       |
| <input type="checkbox"/> | Special Education records including Individualized Education Plan (IEP), testing, psychological, etc. |
| <input type="checkbox"/> | Medical and health records including immunizations.   |
| <input type="checkbox"/> | Other:  |

Please send records to:

Faith Fellowship Christian School  
131 Moore Avenue  
Watertown, NY 13601  
Fax: 315-786-0309

Only send copies in response to this request. Do not send the original CUM files or records. We do not retain original records and cannot responsible for them.

According to the Final Regulations-Family Education Rights and Privacy Act (Buckley Amendment) dated June 17, 1976, it is no longer necessary to obtain written consent to release records between schools. It states that school officials, including teachers, within an educational institution and officials of other schools in school systems in which the student may intend to enroll, may receive a student's records without a written consent for such release. We agree to observe appropriate confidentiality on all material.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## *Faith Fellowship Christian School*

131 Moore Avenue  
Watertown, New York, 13601  
315-782-9342

### **Tuition And Registration Fees:**

There is a non-refundable registration fee for each child, payable after your interview with the principal, upon acceptance to the school. For returning students, re-registration should be paid by July 31.

| <b>Grade</b>                    | <b>Registration Fee</b> | <b>Tuition</b> |
|---------------------------------|-------------------------|----------------|
| <b>5-Day Pre-School</b>         | \$165                   | \$2,220        |
| <b>K-12<sup>th</sup> Grades</b> | \$250                   | \$3,270        |

### **Discounts:**

There are discounts for tuition when more than one child is enrolled in K-12<sup>th</sup> grades.

| <b>Siblings</b>                   | <b>Tuition</b> |
|-----------------------------------|----------------|
| <b>Second child</b>               | \$2,820        |
| <b>Third child and all others</b> | \$2,370        |

### **Tuition Payment Information:**

1. Monthly (10) payments starting August 1 and ending May 1.
2. Individual arrangements may be made according to the discretion of the administration.
3. Cash or checks can be accepted in the school office at any time. Online payments can be made through your own personal banking institution.

### **Tuition Refund Policy:**

Tuition paid for the month is refundable only if the office receives notification in writing, by the parents, thirty days prior to withdrawal. Pro-rated tuition applies only through May 1.

### **Outstanding Tuitions:**

Report cards and/or school records will not be released when the tuition account is not current.

It is a priority of Faith Fellowship Christian School to carefully manage finances in a manner that will keep the Christian School option as affordable as possible for Christian families. Tuition has remained relatively low largely because of the willingness of the entire school staff to serve for less remuneration than they might make in the public workplace. In a very real sense, the FFCS staff is the school's largest donor. The church of Faith Fellowship also supplies the building and all utilities, as well as some of the staffing.

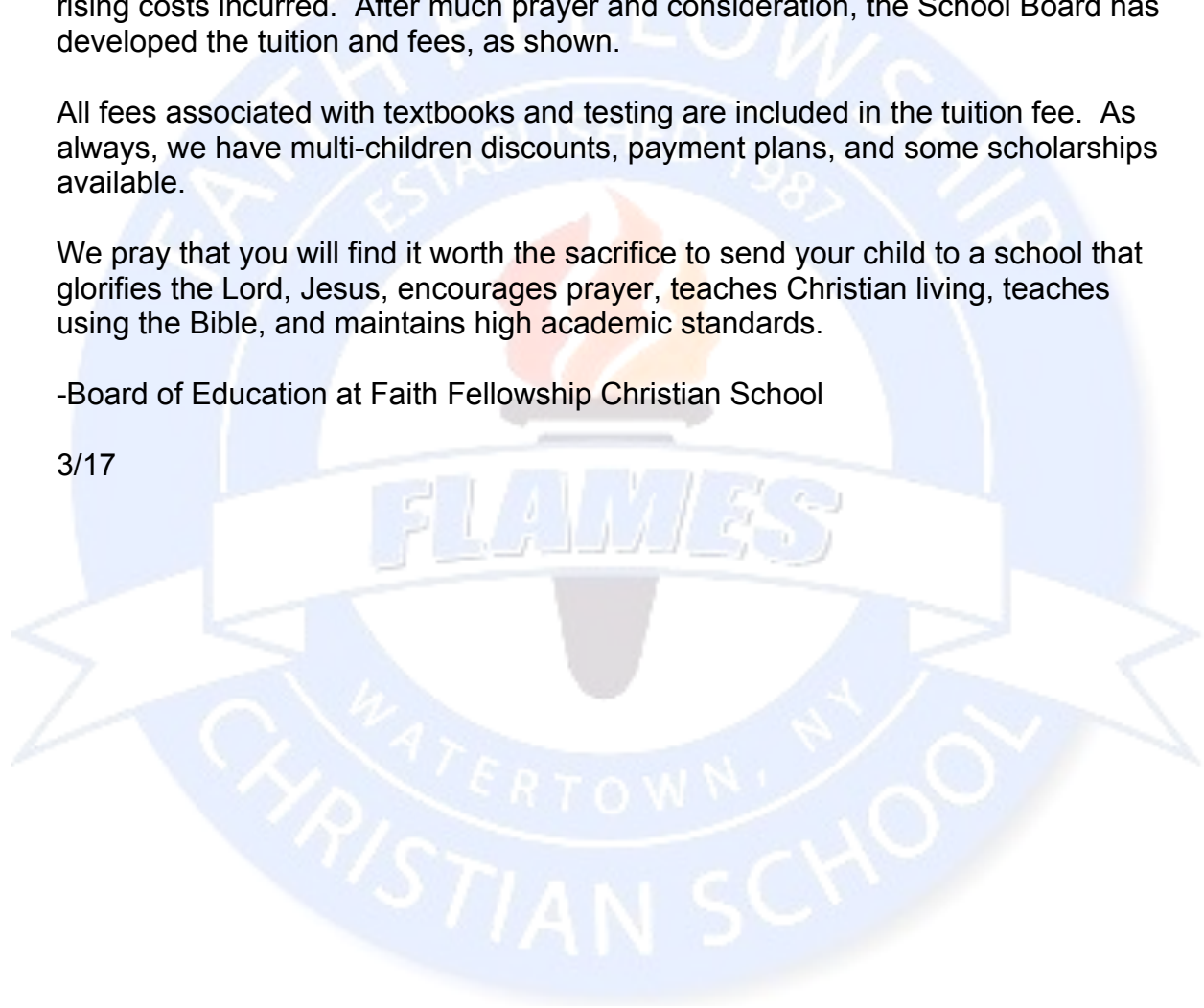
We work very hard to provide your child(ren) maximum education at a minimum cost. The school's leadership has been faced with the issue of how to fund the rising costs incurred. After much prayer and consideration, the School Board has developed the tuition and fees, as shown.

All fees associated with textbooks and testing are included in the tuition fee. As always, we have multi-children discounts, payment plans, and some scholarships available.

We pray that you will find it worth the sacrifice to send your child to a school that glorifies the Lord, Jesus, encourages prayer, teaches Christian living, teaches using the Bible, and maintains high academic standards.

-Board of Education at Faith Fellowship Christian School

3/17



*Faith Fellowship Christian School*

131 Moore Avenue  
Watertown, New York, 13601  
315-782-9342

**ONE CALL NOW**

Dear FFCS Parent:

We utilize a telephone contact system called **ONE CALL NOW**. Faith Fellowship is able to contact all school families simultaneously with important messages such as announcements for PTF meetings, Christmas concert reminders, and most importantly, weather-related schedule change. We are also able to contact small groups of parents for more specific needs like field trip reminders or sports scheduling.

We are able to send messages using voice recordings. Please LISTEN CAREFULLY to the messages.

You are welcome to list as many contacts as you would like. These preferences can always be changed in the future.

Your Children:

| Name | Grade |
|------|-------|
|      |       |
|      |       |
|      |       |
|      |       |

Phone Numbers: (please CIRCLE the number most important to you)

| Phone Number | Whose number is this? | Cell? Home? Work? |
|--------------|-----------------------|-------------------|
|              |                       |                   |
|              |                       |                   |
|              |                       |                   |