

# Knollwood Christian School

*Academically & Spiritually Preparing Students to Engage the Future*

## Parent/Student Handbook 2019-2020



**Knollwood Christian School  
P.O. Box 340 (35150)  
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Sylacauga, Alabama  
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THIS HANDBOOK IS DEVELOPED FROM THE KNOLLWOOD CHRISTIAN SCHOOL MANUAL. IT IS TO HELP PARENTS AND STUDENTS FOCUS ON THE PURPOSE OF KCS AND ESTABLISH GUIDELINES FOR THE DAILY FUNCTIONING OF THE SCHOOL. THE DESIRE IS THAT AS CHRISTIANS, THESE GUIDELINES WILL BE STRICTLY FOLLOWED IN A SPIRIT OF COOPERATION AND CHARITY.

Revised May 2019

## **OUR MISSION**

Knollwood Christian School will educate children to apply biblical principles to every aspect of life, to grow as Christian men and women who clearly understand today's world, and be academically and spiritually prepared to engage the future.

## **OUR VISION**

To impact the world by graduating extraordinary students who have a foundation of academic and spiritual knowledge that compels them to leadership.

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This handbook is designed to help KCS and its families walk in Covenant relationship. One of God's directives is for us to train children up in the way they should go. Walking together in relationship is a key component of this training process. The enclosed information is intended to keep you aware of important dates and the guidelines that are in place for the smooth operation of the school. It also allows the students to know what is expected of them. This handbook is intended to help us walk together to accomplish the Mission and Vision as stated above.

## Report Card and Grading Procedure

Students in grades K4 – 12<sup>th</sup> receive nine-week report cards to keep parents informed of their child's progress academically. Mid-term grades and nine week report cards will be sent according to the yearly school calendar.

| <u>NINE WEEKS</u> | <u>PROGRESS REPORT CARD DATE</u> | <u>REPORT CARD DATE</u> |
|-------------------|----------------------------------|-------------------------|
| 1st               | September 11                     | October 16              |
| 2nd               | November 13                      | January 8               |
| 3rd               | February 5                       | March 18                |
| 4th               | April 15                         | May 21                  |

All entries made by the teacher on a student's report card are made after careful evaluation of classroom learning, attitudes, and effort. If you choose to discuss the report with your child, remember that grades should be guides in learning rather than goals for learning. Please be reminded that grades are merely indications of present achievement and not indications of one's overall ability to learn.

Letter grades are determined by the following criteria:

|   |              |
|---|--------------|
| A | 90-100       |
| B | 80-89        |
| C | 70-79        |
| D | 60-69        |
| F | 59 and below |

In addition to the standard grades, marks indicating conduct, effort, habits, and attitude are as follows:

|   |                   |
|---|-------------------|
| E | Excellent         |
| S | Satisfactory      |
| N | Needs Improvement |

## Homework Policy

We believe that homework should be worthwhile and limited. Homework may be in the form of:

- Practice work for the purpose of drill and review of what has already been introduced.
- Memory work for the purpose of accurate recall. This should be given after being introduced in the classroom and with the child having an understanding of why the memory work is essential as a base of knowledge..
- Memory work may include but is not limited to Scripture, definitions, rules, poetry, spelling, and specific facts about a subject.
- Project work for the purpose of gaining a more comprehensive knowledge of a person, place or idea. Projects may also be used to demonstrate effectiveness in working with a team.
- Reading work for the purpose of personal growth as well as generating a habit of reading.

## Homework Guidelines

Teachers will inform you of their expectations concerning homework. Despite any assignments given by individual teachers, always ask your child what he/she learned in school and expect an answer. This shows your child that you are interested in his/her day. It also gives students a reason to pay attention in school if a detailed account must be given at home. Please contact the teachers if you have any questions or concerns about homework. Our teachers will be more than happy to assist you as you work with your child.

The standard of the home and the school must be consistent in timely completion as well as neatness and thoroughness of the work if homework is to be an effective means of building a Christian work ethic. Our goal is to assign homework that is worthy and to expect it to be completed in a worthy manner as unto the Lord.

### **Textbook Use and Replacement**

Textbooks and supplementary books will be provided for each student. It must be emphasized that these books are the property of Knollwood Christian School and must be taken care of properly. Deliberate mutilation, defacing, or loss of any of these materials will result in the full replacement price being assessed to the parents.

### **Library**

Students will be provided ample opportunity to make use of the library. Because of the high cost of books, the library is maintained at great cost. Parents are urged to help the school by seeing that books borrowed from the library are properly cared for and returned in a timely manner.

### **Sending Money to School**

All money should be sent to school in an envelope with the child's name on it. There should also be a note included explaining what the payment is for so it can be appropriately applied in our bookkeeping system.

### **Field Trips**

Because all field trips are planned to enrich classroom learning and help provide students with a broad curriculum, all students are encouraged to participate in each field trip. FIELD TRIPS ARE NOT TO BE CONSIDERED OPTIONAL. Parents with concerns or suggestions are encouraged to schedule a conference with the classroom teacher. We welcome and often need parent participation in field trips. Teachers are grateful for those who are willing and able to help with transportation and supervision in the lower elementary grades. From time to time, participation of parents and other family members will be limited because of the nature of the trip. Upper elementary and junior high classes will make parents aware of those trips where help is needed.

**Only students enrolled in the class/es participating in the scheduled field trip are permitted to attend. We can not allow other siblings, cousins, students in grades not included in the trip, etc. to attend a field trip. Christ like behavior and manners are expected of all students as we represent KCS, our families, communities, and God wherever we go.**

Any volunteer providing transportation must have a valid AL driver's license, liability insurance, and seat belts for the number of children being transported. Every vehicle occupant must wear a seat belt at all times. Depending on the length of the trip, two adults may be required in each vehicle. Teachers will make student assignments for each vehicle. Teacher expectation for student behavior in the vehicle will be made clear to volunteers as well as students. We ask that all volunteers enforce the teacher's expectations at all times. All students must have a Field Trip Permission form on file in the school office.

### **Length of School Day**

**Arrival: A teacher will be on duty each morning at 7:20 so students should NOT arrive before that time.** When students arrive daily they will go straight to the lunchroom where they will sit quietly and orderly until the bell rings at 7:55. At that time, students will be dismissed by grade levels to their classes.

**Departure:** KCS K4-K5 students enrolled in half day contract will dismiss at 12:00 p.m. K4-12th grade students enrolled in full day contract will dismiss at 3:00 p.m. Students should be picked up promptly at dismissal.

### **Snack and Lunch**

Parents are requested to provide a snack and lunch (full day students) for their children. Microwaves are available in the kitchen for heating food. **Please provide your child with utensils that are needed for their food.** Vending machines may be used during lunch or snack only if students bring correct change.

### **Medication**

All prescription medication/over-the-counter medications/essential oils must be accompanied by a note from the parent if they are to be used at school, and kept in the office during the school day. Any of those sent from home should be clearly labeled with the student's name and correct dosage. All medication including over-the-counter medicine/prescription medication/essential oils must be given to the teacher to be sent to and administered through the office. Additionally, ALL EpiPens and Inhalers should be clearly labeled and kept in the office or a teacher's care. **AT NO TIME SHOULD MEDICATION BE KEPT IN A STUDENT'S POSSESSION.**

Tylenol and other OTC medications are available if needed from the school office and may be administered based on the **Permission to Administer Medication** form which is kept on file in the school office.

**Please be sure the office form has an accurate/up-to-date listing of ALL medications your child takes. Should prescriptions taken on a daily basis change, it is important to update the office.**

### **Technology/Cell Phone Policy**

Students in grades K-4 should have no technology devices or cell phones in their possession at school at anytime.

Students in grades 5-8 may not use cell phones/technology devices at school for any reason unless SPECIFICALLY instructed to do so by a teacher for educational purposes. ALL CELL PHONES/TECHNOLOGY DEVICES SHOULD BE TURNED OFF AND IN BACKPACKS AND LOCKERS DURING THE ENTIRE SCHOOL DAY.

Students in grades 9-12 may have cell phones/technology devices at school. They may be used for RESEARCH purposes only as directed by the classroom teacher. At no time should students be on Facebook or personal email accounts during the school day. Devices should not be used in the hall, lunchroom, at P.E., or during any "leisure" time. Students should NOT call their parents from their personal devices if they are sick or have other needs. Those calls should be made after students have spoken with the office staff.

Any students that do not adhere to these guidelines will have cell phones/technology devices taken up and held in the office. Parents will come meet with the administrator before cell phones/technology devices are returned. The privilege to have a cell phone/technology device will be suspended for an amount of time, of up to two weeks, as determined by the school administrator.

### **Other Regulations**

Please do not allow your child to bring dolls, games, toys, or guns to school without prior permission from the teacher. This generally results in hurt feelings or a broken or lost toy.

- There should be no gum chewing in the school.
- No soft drinks are allowed. Please do not send soft drinks in your child's lunch or snack.
- No food or drink other than water should be consumed outside the lunchroom.
- Students may not pass out invitations to a party unless every child in a particular grade is invited.
- Students do not exchange gifts at school. ALL holiday activities are under the Staff's guidance.
- Students are expected to participate in all programs that are sponsored by the school.

## **School Visitations**

We welcome parents to visit their child's classroom. We ask that **visits be scheduled in advance** with the classroom teacher. Parents/visitors should ALWAYS check in at the office when coming into the school for ANY REASON. Under no conditions should the drive in front of the school be blocked. Please park in the parking lot before entering the school to visit or to drop something off.

## **Parent-Teacher Conferences**

A parent may request a conference with a teacher at any time during the school year. If possible, these conferences should be scheduled during the school day, but **should never interrupt the instructional time**. Communicate with the teacher or call the school office to set up an appointment.

## **Emergencies**

### **Illness and Injuries**

Parents will be notified if a student registers an above normal temperature, has nausea or vomiting, or other noticeable symptoms of illness. While we want to be understanding of our students, teacher discretion should be used before calling a parent because a child doesn't "feel well." Accidents involving injury, even slight, will be reported to the school office. If necessary, parents will be called to the school to determine if medical attention is needed. If a parent cannot be reached, or if the accident is deemed serious enough, a child will be transported to the local hospital or emergency medical help will be called to the school.

### **School Dismissals for Emergencies**

School will be called off or dismissed early based on notification and advice by the EMA. Should changes to the schedule occur, you will receive notification from school staff either by email, text message, Facebook notification, local radio/TV, or by viewing any Birmingham TV station.. **For this reason be sure we have your accurate contact information.**

## **Check In and Check Out Procedures**

Parents must come into the school office, sign student/s in or out and wait in the office. In event of check-outs, school staff will notify the teacher/child.

## **Handling Complaints**

Questions and complaints inevitably arise even in a well-run school. It is important that these be handled biblically and promptly. The following steps are an application of the biblical injunction recorded in Matthew 18 for the resolution of a problem between believers (i.e., any attitude, action, or communication, including, though not limited to, clearly defined sin). It is desired at KCS that all problems, from the smallest to the greatest, be handled as outlined below.

Complaints or problems will be considered in no other way than prescribed below, unless they involve a specific disciplinary action taken by the Board itself.

1. **All questions, problems, or complaints should be brought directly to the teacher first before anyone else is involved. (Remember both of you desire the good of the child and should not be in an adversarial position.)**
2. **If the question at issue is not resolved to the satisfaction of both parties, both persons will meet with the administrator, to pursue a mutually agreeable solution.**

- 3. If still unresolved, the matter is then presented to the KCS School Board. The Board will call upon the parties involved as seems warranted, all in the spirit of reconciliation. All School Board decisions are final.**

The principle underlying this procedure is clear: Solve each complaint with the person(s) directly involved at the lowest level possible. Move the matter up the chain of submission, only as necessary, to the level where it can be resolved. Students who have concerns, complaints or problems they do not want their parents to handle, should act in accordance with the procedure outlined above. Students (and parents) should know that concerns, complaints and problems will not be validated by the petition method. Any such petition will be discarded immediately.

## **Knollwood Christian School**

### **His-Story**

Since its founding in 1994, the purpose of Knollwood Christian School has remained constant: to provide a high quality, distinctive school for families who seek a Christian education. The church leadership of Knollwood Presbyterian Church had a vision to build a school that would bind academic excellence with Christian perspective. They dreamed of educating children who would grow to possess the mental, physical, and spiritual strength to accomplish great things. That dream has become reality in Knollwood Christian School. KCS opened in 1994 in classrooms of Knollwood Presbyterian Church with four students, one staff member, and a budget of \$10,000. The founding Board of Directors oversaw all aspects of the school, from selecting textbooks to hiring teachers, seeking God's wisdom on a daily basis.

Today, Knollwood Christian School's faculty and staff serves approximately 40 students. We presently offer K4-12th grade. Its interdenominational, evangelical nature is evidenced through the various denominations and communities represented through the KCS family.

KCS is not just another private or Christian school. Knollwood is a Christian community of distinction - a unique, nurturing environment where students are taught a love for Christ, a love for learning, and a love for others. Knollwood parents recognize God has given them a great responsibility in rearing their children. Parents are confident in the Knollwood faculty who teach with enthusiasm and Christian insight and have chosen to make the ministry of Knollwood Christian School a part of bringing their children up "in the nurture and admonition of the Lord."

This history of Knollwood Christian School is a part of God's plan in His providential working in all time and history. We look back in awe at what He has already accomplished and to the future with great excitement at what He has yet to accomplish in and through this ministry. To Him be the glory!

### **What Are We Working Toward?**

#### **The Student Profile**

The school shall place all of its emphasis on the outstanding preparation of its student thereby shaping young men and women:

- who know, love, follow, and serve Jesus Christ;
- who are academically disciplined and focused;
- who are teachable and have a love for learning;
- who are well-read;
- who effectively communicate verbally and in writing and persuasively present their point of view;
- who possess critical thinking skills;
- who can work effectively on teams and solve problems;

- whose experiences foster wisdom and understanding of the diversity of the human race and prepare them for a life of discipleship reflecting the grace and truth of Christ to all people;
- who commit to a life of loyal servant-leadership in the local Christian church;
- whose participation in athletics or other competitions equips them with a Christian approach to wellness and who are capable of exhibiting their faith and Christian character in competitive situation;
- who apply biblical principles to all aspects of life;
- whose work ethic, skills and loyalty demonstrate that Christians are to be relied on for the integrity of their work and the quality of their thinking;
- whose actions reveal genuine Christian character; and
- who are compelled to engage the future.

### **Knollwood Christian School Statement of Faith**

#### **We believe:**

**The Bible** - The Bible is infallible and inerrant. The Bible is the Word of God, which is contained in the 66 books of the Old and New Testaments and is the only rule to direct us how we may glorify and enjoy Him.

**God and Creation** - God is a Spirit, infinite, eternal, and unchangeable, in His being, wisdom, power, holiness, justice, goodness, and truth. There is but one only, the living and true God. There are three persons in the Godhead; the Father, the Son, and the Holy Ghost; and these three are one God, the same in substance, equal in power and glory.

**The Sovereignty and Providence of God** - The decrees of God are, His eternal purpose, according to the counsel of His will, whereby, for His own glory, he hath fore-ordained whatsoever comes to pass. God executeth His decrees in the works of creation and providence. God's works of providence are, His most holy, wise, and powerful preserving and governing all His creatures, and all their actions.

**Sin** - Our first parents, being left to the freedom of their own will, fell from the estate wherein they were created, by sinning against God. Sin is any want of conformity unto, or transgression of, the law of God. Every sin deserveth God's wrath and curse, both in this life, and that which is to come.

**Salvation and Justification** - To escape the wrath and curse of God due to us for sin, God requireth of us faith in Jesus Christ, repentance unto life, with the diligent use of all the outward means whereby Christ communicateth to us the benefits of redemption. Faith in Jesus Christ is a saving grace, whereby we receive and rest upon Him alone for salvation, as He is offered to us in the gospel. Repentance unto life is a saving grace, whereby a sinner, out of a true sense of His sin and apprehension of the mercy of God in Christ, doth, with grief and hatred of his sin, turn from it unto God, with full purpose of, and endeavor after, new obedience. Justification is an act of God's free grace, wherein He pardoneth all our sins, and accepteth us as righteous in His sight, only for the righteousness of Christ imputed to us, and received by faith in Christ alone.

**Apostle's Creed** - I believe in God, the Father Almighty, the Creator of heaven and earth, and in Jesus Christ, His only Son, our Lord: Who was conceived of the Holy Spirit, born of the Virgin Mary, suffered under Pontius Pilate, was crucified, dead and buried. He descended into hell. The third day He arose again from the dead. He ascended into heaven and sits at the right hand of God the Father Almighty, from whence He shall come to judge the living and the dead. I believe in the Holy Spirit, the holy catholic church, the communion of the saints, the forgiveness of sins, the resurrection of the body, and the life everlasting.

### **Knollwood Christian School - A Covenant School**

What do we mean when we say Knollwood Christian School is a covenant school? Covenant education in a covenant school is a Christian education. It is a combination of commitments that combined have a profound impact on how and to what degree learning takes place.

William H. Smith in his writing on covenant education lists these four commitments as critical for parents and educators:

- Believing in the Bible as trustworthy, authoritative, and relevant to education.
- Seeing the child as created in the image of God, sinful in Adam, claimed in the covenant, and redeemed in Christ.



- Viewing the world as created good by God, fallen and cursed because of sin, but redeemed and reclaimed by Christ.
- Understanding the purpose of education as preparing citizens of Christ's kingdom to live all of life under His lordship.

**Covenant education binds those involved, to God and to one another. It is an education that brings together parents, children, administrators and teachers in a common school where the goal is to educate children together. It is a gathering of redeemed but imperfect children and adults where an atmosphere of grace prevails. It is an education that prepares children for life with others in the family, the church and the world.**

**Jeremiah 31:33 says, "This is the covenant I will make with the House of Israel after that time, declares the Lord. I will put my law in their minds and write it on their hearts. I will be their God and they will be my people." Those who choose a covenant education for their children trust God to be at work in the hearts of their children and take seriously the privilege and responsibility delegated to them as parents. We hold fast to God's promise in Philippians 1:6, "I am confident of this very thing, that he who began a good work in you, will perfect it unto the day of Christ Jesus."**

**A covenant school's goal is to bring glory to God. This is best accomplished when we remember and understand that we are co-workers with Him, not working alone trying to please ourselves.**

### **Our View of the Child**

We believe that children are "born persons." What does this mean? It is a view of the child that says the child is full of human potential from birth. He is not an empty vessel waiting to be filled by his environment, education, or any other outside instrument. He is not a helpless product of heredity or early home environment.

We believe that the child at conception is created in the image of God (Genesis 1:26-27). As such the child is an active, purposeful, rational, creative, moral, free and responsible person. While children reflect all of these attributes of God, their reflection and ours is finite and imperfect. Our view of the child calls us as educators to be about enhancing the development of these characteristics rather than ignoring or hindering such development.

Because of Adam's sin we are born with this image of God marred. We are also born separated from God and unable to bring about restoration on our own. Thank God the story does not end here! God, in His mercy did something about our horrible situation. He gave a solution which makes it possible for man (including children) to have our image renewed, favor with God restored, and our God given task made possible. God sent Jesus, the Redeemer, his only Son, to bring healing and reconciliation. The life, death, and resurrection of Jesus makes man's reconciliation with God possible.

Reconciliation with God or salvation also make it possible for man (including children) to be what God created them to be and to do the work God has given them to do in a way that brings glory to Him. This is possible only because of the power of the Holy Spirit at work in the lives of God's children. The power of the Holy Spirit makes it possible for His children to again bear His image in all that we do. This living out of the change that has been wrought in a believer's heart, our becoming new creatures in Christ, will be visible to others and will affect our culture.

Teachers at Knollwood Christian School see our task as one of coming alongside parents to help children learn to live in the world testifying to the character of God through the way we care for creation, love and serve others, and fulfill all of our other God-given responsibilities.

Every child is a person full of infinite possibilities. It is our goal that students at Knollwood Christian School receive an education where experiences foster wisdom and understanding of the diversity of the human race, and prepares them for a life of discipleship reflecting the grace and truth of Christ to all people.

"The highest duty imposed upon a parent, it is also the most delicate; and he will have infinite humility, gentleness, love, and sound judgment, if he would present his child to God and the thought of God to the soul of his child."

Charlotte Mason, Parents and Children.

## **Principles of Education**

Because of the respect we have for children as born persons, the faculty and staff of Knollwood Christian School strive to avoid the use of fear, love, suggestion, influence, or undue play upon any one natural desire in the educational process. There are, however, three instruments of education that are essential to our philosophy. We believe education is an atmosphere, a discipline, and a life.

### **Education is an atmosphere.**

Much has been written about the importance of a child's environment. Environment can be an artificial place with relationships carefully constructed to make life always easy, never disappointing, where the child is not called upon to be responsible for his actions, and where he comes away with the belief that his life should and will be always soft and easy.

Our goal is to embrace an "atmosphere" where truth and sincerity reign and the child is helped to face life as it is. Children are accepted just as they are, valued and seen as unique because they are a child of God. An atmosphere of friendship, creativity, and security produced because conduct is contained within the boundaries of God's law given to us. It is a realistic place where although children are under the authority of the teacher, it is recognized that all are under God's authority. In this atmosphere children find a place of learning free of fear or competition

This atmosphere is created when teachers value and trust their students and there is mutual respect one for another. Teachers who see themselves as Christian servant-leaders, who carefully measure and consider the long-term effects of actions, word, and discipline on each student before acting, are key in bringing about this instrument of education.

### **Education is a discipline.**

Education as a discipline means the discipline of habits formed definitely and thoughtfully, whether habits of mind or body. Children have been educated from birth in habit, both helpful and unhelpful. Habits are for life, not just for school. Good habits should be acquired for the person's sake not for the sake of performance. It is our duty to consider how we can best help the child to have the right habits.

We begin by acknowledging that any repeated action is becoming either a bad habit or a good one. We strive to make it the aim of the child to be disciplined from within, rather than from without, while remembering that formation of habit is more efficiently accomplished than reformation.

Habits of obedience, truthfulness, thoroughness, attention and concentration, self-restraint, perseverance, manners, personal initiative, unselfishness and others are vital if children are to become academically disciplined and focused. Training in habit is essential to our goal of graduating students whose work ethic, skills and loyalty demonstrate that Christians can be relied on. Knollwood Christian School partners with parents to consider how we can apply habit-formation both at home and at school. Bad habits make slaves of children who have them, while good habits are like tracks along which a child's usual behavior can run. Once laid, these tracks lead a child towards a life in which genuine Christian character and a love for Christ and His people are evident.

### **Education is a life.**

Just as the body is nourished by food, the mind is nourished with ideas. Ideas, the food of the intellectual life, are conveyed by word of mouth, the written page, Scripture word, and music. "Let the children at the best of life!" is Charlotte Mason's challenge to us. We believe this "best of life" includes living books, living experiences, and the best in art, music, and many other areas.

If the mind feeds on ideas, then we owe it to our children to every day give them something to think about and something to do. "Something to think about" means opportunity to notice, enjoy and gain knowledge from many different sources. Our goal is to put children mind to mind with great people and ideas and to provide the kinds of activities and books needed for the child to grow in character and intellect. We cannot force the child to grow, understand, or learn, but we can provide what is necessary for growth: ideas.

By "something to do," we have as our goal something **worthwhile** to do not mere busy work or amusement. Choices of curriculum, classroom activities, and homework assignments reflect our desire to daily give children something worthwhile to do. When education is a life, children will learn to acquire knowledge and make it their own. In short, education becomes self-education. Self-education is begun in the classroom and it is the key to a lifetime love of learning.

**As a student of Knollwood Christian School, I understand that the school's goals concerning me are:**

- to help me know, love, follow, and serve Jesus Christ;
- to guide me into being academically disciplined and focused;
- to help develop in me a teachable spirit and a love for learning;
- to help me become well-read;
- to help develop effective communication skills verbally and in writing and to help me persuasively present my point of view;
- to guide me to develop critical thinking skills;
- to mold me into effectively working on/with teams to solve problems;
- to have experiences that foster wisdom and understanding of the diversity of the human race and prepare me for a life of discipleship reflecting the grace and truth of Christ to all people;
- prepare me to commit to a life of loyal servant-leadership in the local Christian church;
- to establish participation in athletics or other competitions so I may be equipped with a Christian approach to wellness and am capable of exhibiting faith and Christian character in competitive situation;
- to help me establish and apply biblical principles to all aspects of my life;
- guide me in developing work ethic, skills and loyalty that demonstrate that as a Christian I am to be relied on for the integrity of my work and the quality of my thinking;
- help me produce actions that reveal genuine Christian character; and
- make me capable to be compelled to engage the future.

**Students' Expectations Concerning Authority**

- Authority is established by God.
- Submission to authority rules out debate and talking back.
- God has placed those in authority over us for our good.
- Obedience to authority means obeying immediately, cheerfully and even if no one is looking.
- Submission to authority calls us to obey the first time asked.
- Those under authority may not give directives to the one in authority.
- A demanding spirit is not a submissive spirit.
- Those in authority must be approached and spoken to differently than one would with a peer.
- Rebellion to authority may be not only verbal, but non verbal as well.
- There is a proper way to appeal to authority.
- Complaining is a form of rebellion.
- When an authority speaks, the student breaks attention to the activity and listens.
- One under authority is in great peril if he chooses to disobey authority.
- Those under authority should use care to be respectful when correcting those in authority.
- Those under authority may not interrupt the conversation of the one in authority.

**As a student of Knollwood Christian School I believe:**

- "I am." I am a child of God, an individual, and a gift to my parents.
- "I can." I can do because God has given me power to make choices and to do.
- "I ought." I ought to do my duties. I have a choice between right and wrong.
- "I will." I will as opposed to I want. The choice must be made to put into practice what I have chosen.

**Return this page to the KCS office by August 7, 2019**

**2019 - 2020 Handbook Receipt**

**We have read and understand the information in this handbook is designed for the smooth and safe daily operation of the school.**

**We will adhere to these guidelines to support the exceptional educational opportunities provided by KCS.**

**PARENTS' SIGNATURES:** \_\_\_\_\_  
\_\_\_\_\_

**STUDENTS' SIGNATURES:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DATE:** \_\_\_\_\_