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**First Woodway
Christian School
Student Handbook
2011-2012**

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This handbook is designed to assist you in answering questions and giving guidelines for what can be expected at FWCS. Although every effort has been made to include all important rules and information, it is impossible to cover all aspects of school life or to foresee what changes may become necessary during the school year.

Therefore, First Woodway Christian School reserves the right to make any changes, additions and/or revisions to this handbook that it deems necessary for the good of the school. In the event this should become necessary, written notification will be provided to all students and their families.

MISSION STATEMENT

Providing quality Christian education, impacting lives now and for eternity.

MOTTO

Be all God planned you to be!

MASCOT

Wildcat

“Behold, children are a gift from the Lord.” Psalm 127:3

WELCOME

We are honored that you have chosen First Woodway Christian School for your child's education. The administration and faculty are committed to the total education of your child. We are training your child to impact their world for Christ academically, athletically, artistically and socially. The most important assets on our campus are our students and our well prepared, highly motivated faculty. We are Christians who have been called to serve God through the education of children. Our prayer is that every child who attends Woodway Christian School will experience the love of Christ and begin to lay a strong foundation for a life that is successful in every way. The curriculum at FWCS is Christ-centered and challenging. Our mission is to provide a complete educational experience in a spiritual atmosphere, based on a biblical worldview, enabling our students to become Christian leaders in our society. Our desire is that everything we do as a school will be done to bring honor and glory to God.

HISTORY

First Woodway Christian School, a ministry of First Baptist Church of Woodway, opened as a preschool for three and four year-olds in 1993. After several years of prayer we began adding a grade a year until we reached Grade 8 in 2008. The church/school has had two additions to the building including a gym, which have given us room to grow.

PHILOSOPHY

First Woodway Christian School places high value on the lives of the students in our school because we believe God wants and desires a wonderful future for each one. We stand committed to partner with families in giving their children all the love, encouragement, and training necessary to help each one achieve their highest potential. We offer Christ's love, in faith, believing that He alone can make the real difference in our world. Through investing in the lives of our students, First Woodway Christian School impacts the future by helping our students develop into emotionally, spiritually, academically, and physically mature adults who can contribute to society in positive ways for the glory of God.

ACCREDITATION

As a member of the Texas Association of Baptist Schools, First Woodway Christian School is fully accredited by the Accreditation Commission of the Texas Association of Baptist Schools and approved by the Texas Education Agency.

PURPOSE

First Woodway Christian School's objective in teaching children is to enable them:

- To become strong leaders with biblical convictions for tomorrow.
- To grow in the ability to think creatively, establish good study habits, solve problems, and develop language skills.
- To work as an individual and with a group.
- To enjoy creative expression in music, art, and play.

GOALS

Emotional goals:

- To help each student develop self worth as a result of a loving, supportive Christian atmosphere.
- To help each student have a healthy respect for authority and all other people.
- To help each student learn a sense of fairness in dealing with other people.

Spiritual goals:

- To teach the student that the Bible is the inspired Word of God.
- To encourage scripture memorization appropriate for the age of each student.
- To teach the students how the Bible stories apply to their lives
- To lead each student to be aware of and experience God's unfailing love.
- To teach moral and ethical standards by example.

Academic goals:

- To provide a challenging curriculum that provides the student a biblical worldview.
- To instill in each student a love of learning and reading.
- To help each student develop critical thinking skills and problem solving abilities.
- To develop an appreciation for and enjoyment of art, drama, and music.

Physical goals:

- To provide activities which aid in both gross and fine muscle development.
- To promote good health habits.
- To teach each student to have respect for his/her body as well as those of others.

ADMISSION PROCEDURES

- Complete a registration form and return it along with payment of the non-refundable registration fee.
- Take appropriate testing for proper placement if deemed necessary.
- Supply immunization records in accordance with Health Department requirements.
- Attend orientation in August

- Read the Student Handbook, sign and return the agreement form.
- Pay the annual supply and technology fees.
- Sign the Parent – School Contract (Preschool)
- Complete the Enrollment Information form.
- Purchase required school uniform.

Student minimum age requirements

Minimum age requirements for each grade level are determined by the age of the child on September 1st of the current year. Few exceptions may be made at the administrator’s discretion.

Non-Discriminatory Statement

FWCS is nondiscriminatory and will admit students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded to or made available to students at the school. There is no discrimination in the administration of our educational policies, admissions policies, scholarship, and other school administered programs. Students are enrolled on a first-come, first-served basis.

Special Needs Students

FWCS strives to meet the special needs of all students. FWCS may lack the facilities and specialized training necessary to adequately work with certain special needs. The school therefore reserves the right to determine the admissibility of any such child weighing the particular circumstances of the child against the prospective teacher, and classroom.

Withdrawal Policy

Upon completion of the enrollment process, you have entered into an agreement to attend First Woodway Christian School for the entire school year. Should an issue arise which would precipitate a student’s withdrawal before the end of the school year, a written notice must be submitted to the administrator two weeks prior to withdrawal. An early withdrawal penalty fee equal to one month’s tuition will be charged. A student’s records will be released when all books are returned and all outstanding fines and fees are cleared with the office.

Maximum Class Size

Classes will be limited in number to provide quality teaching. The teacher to pupil ratio is 1:14.

TUITION AND FEES

Registration Fee

The non-refundable registration fee is assessed per student, per year. It must be paid in its entirety upon submission of the registration paperwork.

Supply Fee

The supply fee is assessed per student, per year. It is used to pay for student insurance, arts and craft activities, as well as student annual supplies such as notebook paper, pencils, folders, etc. This fee varies by grade level and *does NOT include additional reading materials requested by teachers for class.*

Technology Fee

The technology fee is assessed once a year per student to help cover the costs of updates.

Tuition and Late Fees

Tuition may be paid by making monthly installments, semester installments, or an annual payment. Tuition is due the first day of each month. August tuition is due at Orientation and is non-refundable for any reason. **If an installment is not received by the 5th of the month, a \$15.00 overdue fee will be added to the account.** The late fees will continue to add on the account month to month until they are paid. There will be no refund of tuition due to absences. Tuition remains constant regardless of the number of class days in any given month. A \$25.00 fee will be charged for an insufficient funds check. If tuition is not received, the student may be suspended beginning on the first school day of the following month until the account is made current. At least two weeks written notification must be given for early withdrawal along with an early withdrawal penalty fee equal to one month's tuition paid before records are released.

ATTENDANCE

FWCS complies with ACTABS accreditation in offering 175 days of instruction.

School Hours

½ day Kindergarten	8:00 – 11:30
Grades K – 8	8:00 – 3:00

Tardiness

Any student arriving after 8:00 is considered tardy. Students miss important instructional time when tardy. In the event a student is tardy, the student must be brought to the school office and signed in by a parent or guardian at the school office. The student will then receive a pass into class. Five tardies will equal 1 day absent.

Absence Policy

School officials actively enforce the state compulsory attendance laws. If your child is absent from school 10 or more days OR partial days within a six-month period in the same school year or on three or more days OR part days during a four-week period, legally you would be eligible to be prosecuted for contributing to truancy. We don't ever want to be put in that situation and ask for your cooperation in making sure your child is in attendance.

There are times that children are sick or have other legitimate reasons for being absent from school. Regardless of the age of your child, if he or she is sick and will not be at school that day, you should call the school office to let them know of the absence. **Whenever a child is absent from school for any reason, she or he has to bring a note signed by you explaining the reason for the child's absence when she or he returns to school.** If the child does not bring a signed note, the absence will be classified as unexcused.

Doctor and Dental Appointments: Absences for appointments with doctors, dentists, orthodontists, physical therapists, and other health care professionals will be classified as **medical** absences if the student returns to school on the same day as the appointment and presents a note from the health care provider stating the time of the appointment and, if necessary, the time the student left the doctor's office. If the doctor's appointment is at the end of the school day, it will still be marked as medical if a doctor's note is presented. The doctor's note must be received by the school office within 3 days of the appointment. All medical absences are noted as excused. The student will be required to make up any missed work and it

is the responsibility of the student to get that work and communicate with the teacher. According to TEA guidelines, the reasons for an excused absence are as follows:

- *illness of the student
- *death in the family
- *doctor and dentist appointments
- *hazardous road conditions
- *extraordinary circumstances approved by the administrator

Separate and apart from the compulsory attendance requirements, students must attend school a certain amount of time in order to receive credit for their academic work. State law requires students to be “in attendance” for at least 90% of the days a class is taught during a semester.

Anyone picking up a student before class time is over must sign him/her out at the school office before the student can be released.

Extended Day

Extended Day is available for ½ Kindergarten students **ONLY** on Monday, Tuesday, and Thursday afternoons until 2:30. Parents picking up students after 2:30 will be charged a \$5.00 late fee.

CHARACTER DEVELOPMENT

Chapel Services

Chapel Services are held each Wednesday to offer a special time for the school body to come together in praise and worship, prayer, and Biblical teaching. Each week FWCS has a special speaker who brings relevant and age-appropriate messages to the students. Students must wear the required chapel uniform each Wednesday.

Missions Training

As a part of our mission to equip students to successfully accomplish the purpose for which God created them, all grades participate in Missions and Outreach training. This is a structured program designed to develop an awareness of missions, beginning within one’s own family and reaching out to the community and the entire world. Classes participate in age-appropriate missions and outreach locally, nationally and internationally.

EDUCATIONAL POLICY

First Woodway Christian School strives to create an atmosphere where learning takes place naturally. Emphasis is placed on high academic standards, self-discipline, and character building, as the students grow in body, mind, and spirit. God’s truths are integrated into all areas of learning. Instruction is teacher directed and student centered with a strong “hands-on” approach to learning. Our goal is to maintain an atmosphere of mutual respect between teachers, parents, and students learning flourishes.

Curriculum

The instructional materials used are strong in presentation and sequential review. This allows the students to be presented with new information while reviewing and using what has previously been introduced. Our entire curriculum meets all Texas Essential Knowledge and Skills requirements. The Saxon Phonics program is used for teaching basic reading and spelling in Kindergarten and Grade 1. The McGraw Hill Reading Series supplements this program for Grades 2 through 6. Glencoe Literature and Writer's Choice Grammar and Composition are used for Grades 7 and 8. The Math text for Grades 1 through 5 is Pearson's envision math and Everyday Mathematics: The University of Chicago School Mathematics Project. The Math curriculum for Grades 6, 7 and 8 is Prentice Hall: Courses 1,2, and 3. The curriculum for Social Studies is a combination of A Beka and Harcourt Press.

Texas History for Grade 7 is Holt, Rinehart & Winston: Holt Texas.

U.S. History for Grade 8 is American Nation through 1877: Prentice Hall. The Science curriculum is A Beka and The Concerned Group: A Reason for Science. Middle school uses the Alpha Omega Publication series for science. FWCS uses Realidades for Spanish. The Bible curriculum is Positive Action. The Health curriculum is A Beka. A Bible lesson is presented in the classroom each day. All students attend a weekly Chapel service.

Subjects Offered:	<u>Core Curriculum</u>	<u>Enrichment</u>
	Language Arts	Physical Education
	Reading	Music
	Spelling	Art
	Grammar	Technology
	Handwriting	Spanish
	Writing	Theater
	Mathematics	Missions
	Science	Yearbook
	Social Studies	
	Health	
	Bible	

Textbooks

The school issues all basic classroom textbooks to the students for the use during the school year. These textbooks remain the property of FWCS and should be treated as such. The condition of the textbook will be recorded at the time of issuance and examined again upon return at the end of the school year. Books that are taken home must be brought back to school daily, as the books are used in class and we do not have extra textbooks. FWCS books must also be covered.

The replacement cost for a lost book must be paid before a new book will be issued. Payment should be made at the FWCS office. Report cards will not be issued until the student's textbook record is clear. The cost involved in replacing textbook ranges from \$8 to over \$100.

Homework

Teachers are expected to give reasonable homework assignments. It is the intent of Woodway Christian School to cover the subjects in the classroom and provide time for independent study to prevent excessive homework. For Kindergarten through Grade 2, the homework load will range from 15-20 minutes a night; Grades 3 through 6, 30-45 minutes a night; and Grades 7 through 8, 45-60 minutes a night for students working at an average pace. The administrator may grant exceptions to this policy under extenuating circumstances.

Assignments

All assignments will be completed and turned in to the teacher. If a teacher places enough educational value on a task to assign it then the student will complete the assignment. The second day an automatic 25% deduction will be incurred. The third day a 50% deduction will incur and the following days a zero will be given for the completed assignment. A student will be suspended from all extra curricular activities until the assignment is completed.

Grading Process and Reporting Procedure

Report cards are issued at the end of each six weeks. Parents are asked to sign and return the cards within three days. The grading scale is as follows:

K – Grade 1	E = Excellent	Grades 2 – 8	A = 90-100
	S = Satisfactory		B = 80-89
	I = Improving		C = 70-79
	N = Needs Improvement		F = 69 and
	U = Unsatisfactory		below

Make-up Work

It is important that students learn good study habits and responsibility in completing make-up work. Students with excused absences will be allowed to make-up the work within a reasonable length of time. Normally, students will have two days for every day missed to make up the work. Teachers will be available to assist in making up the work but, it is the parent's/student's responsibility to determine what work has been missed and ensure that the work is made up.

Retention

Standardized tests, report cards grades, and teacher recommendations will be major factors in determining the need for retention. The administrator will work closely with the parents and teachers in deciding the proper course of action.

Standardized Testing Program

Students in Grades 1 through 8 will be given a standardized achievement test each year in an effort to reveal progress or lack of progress. The results of these tests will be filed in the student's individual permanent record.

COMPUTER AND INTERNET USE

The use of technology in education presents many exciting opportunities for teachers and students at Woodway Christian School. These opportunities present themselves with many responsibilities as well. The goal of internet connection is to expand research and communication, to encourage technological innovation, and to allow worldwide interaction with other institutions. Parents must complete a release form before students may use the internet service at FWCS.

MEDICAL INFORMATION

Illness

Students who, within the previous 24-hour period, show signs of illness such as temperature over 100°F, acute cold, heavy nasal discharge, constant cough, unexplained rash, vomiting, or diarrhea cannot be accepted in the classroom. If a student becomes ill during the class day, he/she will be isolated until a parent can be reached to pick him/her up from school. Teachers may not give medication. FWCS will give written notice in the event of any contagious disease within the school.

Return to School after Illness

A student with fever or other symptoms of illness must be fever-free and symptom-free for 24 hours (without the aid of fever-reducing or symptom-reducing medication) before returning to school. Fever is defined as 100.4°F or higher.

Health Screenings

All students receive vision and hearing screenings in the fall semester of each year. Scoliosis screening will be given for grades 5 and 8.

Immunizations

Texas State Law mandates a current record of immunization to be required as a part of your enrollment process.

The school nurse will review the immunization records and will notify parents of the need for further vaccination to comply with established guidelines. For those parents with further interest regarding details of vaccination guidelines please contact the school nurse.

Emergencies

FWCS will exercise reasonable care and judgment in all matters related to the welfare and safety of the students. In case of accidental injury, a staff person will immediately attempt to contact a parent and, if necessary, 911 will be contacted. A staff person certified in CPR of children and first aid will be present at the school at all times. Please notify the school office if there is a change in your telephone number(s) at work or at home or if any other emergency notification information changes. It is important for this information to be up-to-date so you may be notified in case an emergency situation arises.

DISCIPLINE POLICIES

Discipline Philosophy

Students are encouraged and expected to maintain appropriate behavior at all times. School and classroom rules are distributed and discussed on a regular basis. Students will be guided verbally in a loving manner. Redirection is used to encourage positive classroom participation. Students are responsible for their own actions and should conduct themselves in a manner that displays respect for authority and for fellow students. If a discipline problem should arise, the teacher will work with the student to correct the situation. If necessary, the teacher will involve the administrator in a conference. Parents will be informed of any such conference.

Every attempt will be made to instill in each individual an understanding of the necessity of the discipline and the potentially positive outcome. When all methods for helping a student have been exhausted without positive results, or a student (or his/her parents) is not cooperative in carrying out disciplinary procedures, or a behavioral problem is an extremely serious offense, it may become necessary for the student to leave for the greater good of the student body. This is not a desired occurrence and a great deal of effort will be made to prevent it from happening.

Purpose of the Policy:

To provide positive reinforcement for positive behavior.

- To establish a clear description of the types of behaviors that are considered unacceptable.
- To set forth the disciplinary measures that will be used to deal with unacceptable behavior.
- To provide communication between all parties/individuals - parent, student, teacher, and administration - concerning the cause for the discipline and the action taken.
- To provide for accurate record keeping of disciplinary action so that discipline may be administered throughout the school in a firm, fair, and consistent manner.

Policy Boundaries

The discipline policy applies to students while they are on campus, on FWCS field trips, or at school functions. Their behavior at other times or places is the responsibility of the parents and not of the school. Behavior that impairs the Christ-centered testimony of the school, however, cannot be ignored. Therefore, offenses that occur outside the limits established in this policy will be considered as to their severity and impact on the school's reputation.

Parent Responsibilities

Parents have been given the responsibility by God for the discipline of their children. As an FWCS parent you, have conferred this authority upon teachers and administrators during the school day and at school activities. If a parent has questions or disagreements regarding disciplinary actions, it is his or her responsibility to set an appointment with the teacher to discuss them with the teacher involved **and not to bring the grievance to other parents, faculty, or students.** For matters not resolved with the teacher, parents are encouraged to visit the administrator.

Student Responsibilities

An FWCS student is expected to conduct him or herself according to the highest Christian standards of honesty, integrity, responsibility, and love. In harmony with the principles of Scripture, the rule by which a young person is to live is the conscious striving for God's approval and the protection of his/her Christian testimony.

Teachers and Staff

Campus leaders are responsible to God for the lives placed under their care. They have the authority from the parents to discipline within the limits and guidelines of the discipline policy. It is also their responsibility to work with parents in the matter of discipline, informing them in a prompt manner of disciplinary action taken and being available to parents and students for discussion and counsel.

Administrator

It is the responsibility of the administrator through personal observation, examination of records, and whatever other means are deemed practical, to see that the proper standards of discipline, within the guidelines of the discipline policy, are being uniformly maintained throughout the school and to communicate that status to the FWCS Committee.

Classroom Discipline

Students are to conduct themselves appropriately in the classroom. Specific behavior guidelines are to be distributed, posted, and discussed by each teacher at the beginning of the school year. Most behavior problems occur and are handled at the classroom level and may be dealt with by the teacher.

Serious Offenses: Serious offenses are referred directly to the administrator for immediate action and may include suspension or expulsion. Suspension may include temporary removal of the student from the classroom or *immediate removal* from the school campus for up to three days. Expulsion is permanent removal from the school. Listed below are some of the behaviors that would be considered serious offenses

Cheating: Students should not copy work from other students or plagiarize. Cheating of any type is regarded as a serious offense and may lead to suspension or expulsion.

Fighting: Fighting is not an acceptable Christian way of settling differences. The administrator may take into consideration such factors as bullying or excessive provocation and assign suspension or expulsion as warranted. However, a penalty up to and including suspension will be considered for any student who, in the course of defending him/herself, causes intentional physical harm to anyone.

Profanity, Profane Language and Gross Disrespect: “Discourteous behavior” and “inappropriate language”, profane language, or gross disrespect for authority may lead to suspension or expulsion.

PROFANE LANGUAGE includes gross sacrilege, vulgar language (such as the use of sexually-oriented profanity), and obscene gestures.

GROSS DISRESPECT of authority includes either open defiance or active resistance, which may be belligerent or vulgar in nature, toward a teacher, staff member, or other adult volunteer.

COMMUNICATION

Parent Conferences

Suggestions you might have to help meet the needs of your child more effectively are welcome. Your child's teacher or administrator will schedule conferences upon request at times other than classroom times. Conversations in the child's presence will be avoided. Classroom visits or observations should be arranged in advance. Parents should sign in at the office and wear a guest badge while visiting FWCS.

School News

School news is posted on our school website often. www.FWCSchool.org In addition, some teachers send home a weekly newsletter for the individual class. These news sources are the primary tool for relaying school information to families.

Weather Closings

If it is necessary to close the school due to weather conditions, it will be announced on local radio and television stations, the school website, and Facebook.

Field Trips

Several field trips are scheduled throughout the year as enrichment to areas of study. Occasionally an additional fee may be charged. Advance notice will be sent home. Parents are invited to participate, as it is parental help that makes these experiences possible. All students will be secured in individual seat belts.

Class Activities

FWCS will celebrate Thanksgiving, Christmas, Valentine's Day, Easter, and the End of School with parties. Though each party will have a designated parent in charge, all parents are invited to participate. Arrangements should be made for the care of siblings during the parties in order to provide the best environment for the class.

Birthdays

Birthdays are very special. Therefore, students are recognized in several ways in honor of their birthday. Parents may send or bring refreshments and other party goods to help celebrate during snack (for half-day kindergarten) or during lunchtime (for grades K-8).

DRESS CODE

FIRST WOODWAY CHRISTIAN SCHOOL UNIFORM POLICY

The Bible teaches that both boys and girls are to be modest. One dictionary describes modesty as “an avoidance of extremes in dress and action.” As a Christian school this means that our students should carefully avoid any action or any style of clothing that identifies us with the world or that draws attention to any specific part of the body. Therefore, the FWCS uniform committee has adopted this uniform policy and will adhere to it throughout the year.

Uniforms will be worn 4 days per week (Monday through Thursday). Students are required to be in full uniform on the first day of school and each day thereafter. Exceptions are made on Fridays and some special dress days. Students will be notified of any special dress days (i.e. field trips, pajama day, etc.).

Enforcement Policy

If a student is not dressed within uniform guidelines, his or her teacher will send a reminder note home in their backpack. The second time the student is not within uniform guidelines, he or she will be sent to the school office, and parents will be called and asked to bring appropriate clothing to the student before they are allowed back into class. If uniform guidelines continue to be broken, the parents will be contacted by the administrator to resolve the problem.

ALL UNIFORMS MUST BE PURCHASED FROM:

**QTI
300 South Valley Mills Drive - in Waco
254-756-4444**

**They are located on the corner of Valley Mills & Franklin in the old
Sears Service building.**

**All uniform shirts and jackets must have the FWCS logo
embroidered on them. QTI embroiders on site; this is included in
the price of each garment.**

BOYS

Dress and Grooming Guidelines

- All clothing must fit properly (not too tight or too baggy)
- Tucking shirts in is optional. If shirts are tucked in the approved belt from the uniform list must be worn.
- Socks must be worn at all times. Ankle or crew length only, solid white (no logos, stripes, etc.).
- Shoes must meet requirements specified on uniform list
- Long sleeve t-shirts, short sleeve t-shirts or undershirts worn under the uniform shirt are optional, but **must be solid WHITE in color and MUST match the sleeve length of the uniform shirt.**
- All outerwear (jackets, sweatshirts, etc) that is worn throughout the school day must be from approved list.
- Boy's hair, regardless of style preference, must not touch the eyebrows in the front, the middle of the ear, or the collar in the back.
- All students are required to wear **“chapel dress” on Wednesdays** which consists of the navy blue polo shirt and khaki pants or shorts. This is required for all boys, k-8th grade.

Uniform Options for Boys K through 8th Grade

Navy polo shirt – short sleeve or long sleeve
White polo shirt – short sleeve or long sleeve
Hunter green polo shirt – short sleeve or long sleeve
Navy sweatshirt
Friday t-shirt to be worn on Fridays only
Khaki pants
Khaki shorts
Hunter green fleece jacket
Brown braided belt

Boys 5th – 8th grade only may also wear the following:

Navy hooded pull-over sweatshirt

Guidelines for shoes – Boys K through 8th Grade

- Athletic shoes, neutral in color, that look nice with uniform.
- No bright or bold colors.
- No characters, light-ups, or wheels.
- No zippers or slip-ons.
- No sandals or flip flops of any kind.
- Cleated shoes, or any shoes that mark or damage floor coverings, are not allowed.
- Brown or black shoes may be worn with khaki pants. However, shoes must be changed into athletic shoes, as listed above, for P.E.

GIRLS

Dress and Grooming Guidelines

- All clothing must fit properly (not too tight or too baggy).
- Skirts, skorts, and shorts length shall not be shorter than 3 inches above the floor when kneeling.
- Tucking in shirts is optional. If shirts are tucked in, the approved belt from the uniform list must be worn.
- For modesty, all girls must wear shorts underneath skirts and jumpers.
- Appropriate, white undergarments should be worn if needed.
- Long sleeve t-shirts, short sleeve t-shirts, or undershirts worn under the uniform shirt are optional, but **must be solid WHITE in color and MUST match the sleeve length of the uniform shirt.**
- Socks or tights must be worn at all times. Solid white socks or tights (no logos, stripes, etc.).
- Shoes must meet requirements specified on uniform list
- Any outerwear (jackets, sweatshirts, etc) that is worn throughout the school day must be from approved list
- All students are required to wear **“chapel dress” on Wednesdays** which consists of navy blue polo shirt with khaki pants, skort, capris, shorts, or plaid skort. This is required for all girls k-8th grade.

Uniform Options for Girls K through 8th Grade

Navy polo shirt – short sleeve or long sleeve
White polo shirt – short sleeve or long sleeve
Hunter green polo shirt – short sleeve or long sleeve
Navy sweatshirt
Friday t-shirt to be worn on Fridays only
Plaid skirt
Plaid skort
Khaki skort
Khaki pants
Khaki capris
Khaki shorts
Hunter green fleece jacket
Navy cardigan
Brown braided belt

Girls K and 1st grade ONLY may also wear the following:

White Peter Pan collar blouse (short sleeve or long sleeve)
Plaid jumper (must be worn with Peter Pan collar blouse)

Girls 5th – 8th grade ONLY may also wear the following:

Navy hooded pull-over sweatshirt

Guidelines for Shoes – Girls K through 8th Grade

- Athletic shoes, neutral in color, that looks nice with uniform.
- No bright or bold colors.
- No characters, light-ups, or wheels.
- No zippers or slip-ons.
- No sandals or flip flops of any kind.
- Cleated shoes, or any shoes that mark or damage floor coverings, are not allowed.
- Brown or black shoes may be worn with khaki pants. However, shoes must be changed into athletic shoes, as listed above, for P.E.
- Brown, black, or navy Mary Janes or loafers with white socks or tights may be worn with skirts or jumpers. However, shoes must be changed into athletic shoes, as listed above, for P.E.

“FRIDAY DRESS” FOR ALL STUDENTS

- Athletic shoes from approved list.
- White socks; ankle or crew length only.
- Friday t-shirt along with **coordinating** jeans, pants, or shorts that are within length and modesty guidelines.
- A long sleeve t-shirt worn under the Friday t-shirt is optional, **but MUST be solid white in color.**
- If a student chooses to wear the school uniform on Friday, he/ she must be dressed in the **full uniform.**

LIBRARY

Students have library time a minimum of one day each week. Books are checked out for one week at a time. If a book is lost or damaged, the student is expected to pay for replacing the book.

The Birthday Book Club is a way of helping to grow and improve the library. A book may be donated in honor of a child’s birthday or other special occasion. A bookplate will be placed in the gift book and acknowledgement of the donation will be made during Chapel.

Donations may be made to the library at any time.

LUNCH

Students are to bring their own lunch each day. An option to purchase a catered lunch to be brought in to the students is available several days a week. A menu option will be provided online each month to be paid in full at the time of ordering.

Snacks are at the discretion of each teacher.

ADMINISTRATIVE STRUCTURE

FWCS Committee members are selected by the First Baptist Church of Woodway and serve as an advisory body to the school.

Members include:

Steven Hatfield – Chairman
Rodney Bowden- Previous Chairman
Brian Black
Nancy Crain
Tonya Hatfield

Russell Smith
Barbra Smith (Church Staff)
Brett Wilkinson
Nancy Purdy-Advisor

Agreement with the 2011-2012 Handbook

Please Sign and Return

It is necessary that students who attend First Woodway Christian School come from homes that reinforce the Christian values and beliefs taught during the school day. Therefore, FWCS will consider for admission only those families and students who desire to abide by the school policies stated in this handbook and who are supportive of the administration and teachers and the school's emphasis on training by Biblical standards.

Each applicant family is required to read the Handbook in its entirety and sign the following statement:

I have read the 2011-2012 Handbook of First Woodway Christian School. I understand the policies as stated in the handbook and agree to support the philosophy and decisions of First Woodway Christian School, its administrators and teachers. I agree to abide by the policies as stated in the Handbook.

Child's Name: _____

Teacher's Name: _____

Father or guardian signature

Date

Mother or guardian signature

Date