



Antelope Valley Adventist School

**Antelope Valley Adventist School
Parent/Student Handbook**

45002 Fern Ave.
Lancaster, CA 93534

Table of Contents

Constituent Churches and Pastors.....3
Philosophy and Mission.....4
Admissions Policy.....4
Enrollment, book fee, tuition discounts, referral credit, other fees.....4
Required Investment.....5
Financial policies.....5
Tuition payments, late payments, tuition assistance, tuition delinquencies, tuition refunds,
discounts.....5
Academic Standards and Procedures.....6
System of Grading.....6
Attendance/Citizenship.....7
Standardized Testing.....7
Parent/Teacher Conferences.....7
Homework.....7
Academic Probation.....7
Discipline.....8
Harassment, Physical Aggression.....9
General School Policies.....10
Visitor Policy.....10
School Hours and extended care.....10
Prescription medication.....11
Dress Code.....11-12
Property Rights.....12
Non-Motorized, wheeled transportation.....12
Non-school items.....12
AVAS School Programs.....12
Telephone.....12
Field Trip and Transportation.....13
Eating and Chewing Gum.....13
Library Book Check-out Procedure.....13
Miscellaneous.....13
AVAS Bill of Rights.....14
Parental & Student Pledge of Support.....15
Internet Use
Policy.....16-17

Constituent Churches

A.V. SDA Church
(661)729-4106
836 East Ave. I
Lancaster, CA 93536

Lancaster SDA Church
(661)943-5725
43824 30th St. West
Lancaster, CA 93536
Lancasteradventist.com

Lancaster Spanish SDA Church
(661)722-9394
4052 West Ave. L
Quartz Hill, CA 93536
alphaandomegaspanish22.adventistchurchconnect.org

Mojave SDA Church
(661)824-2622
3020 Pat Ave.
Mojave, CA 93501

Palmdale SDA Church
(661)947-8496
1758 East Ave R
Palmdale, CA 93550
palmdale.adventistfaith.org

Tehachapi SDA Church
20335 Woodford Tehachapi Rd.
Tehachapi, CA 93561
tehachapi22.adventistchurchconnect.org

Philosophy & Mission Statement

Based on the Judeo-Christian Scriptures our Philosophy of education embraces a holistic approach to human nature and learning. It is informed by the evangelist Luke's report of Jesus' adolescent experience, "And Jesus in wisdom and in stature and in favor with God and humankind."

The School has a Philosophy which incorporates our statement of beliefs and objectives. Our philosophy discusses the need for Christian education and more specifically the merits of a quality Seventh-day Adventist education. Our philosophy includes vital quotations for life from the book "Education" by Ellen G. White. We are dedicated to fostering a school spirit where students can feel loved, be loved and have loving relationships with each other as we teach our students to know Jesus!

Purpose

The purpose of AVAS is to provide educational opportunities in an environment in spiritual commitment is modeled, encouraged, and is an expected outcome as the Word is studied and lived out within both the home and the school. The bible, accepted by AVAS as God's written Word, has a prominent role in the educational experience provided. AVAS has pledged to provide a Christ-centered, Bible directed curriculum, which will promote the fullest development of the student's spiritual, physical, intellectual, and social abilities.

Admissions Policy for Grades K-8

AVAS is open to young people who desire a rigorous Christian Education and who are serious about performing at their very best. Students who apply should be willing to comply with the objectives of the school and live in harmony with its principals. All students wishing to attend AVAS must complete an AVAS Application each school year. The AVAS faculty reviews the application. Students applying should be in good and regular standing in their present school and be capable of maintaining at least a "C" average at AVAS. The following Admission Process will be applied to all new applicants:

1. Two recommendation Forms from a teacher and pastor will be needed
2. Parents and students will interview and meet with teacher, principal, and treasurer
3. We will need a copy of the latest report card
4. If coming from a private school, previous tuition should be paid
5. All documentation needs to be turned in before entrance (Application signed by parents and students, Physician's Exam, Copy of Immunizations, Recommendation Forms, Copy of Latest Report Card, etc.)
6. If a student is transferring from a previous SDA school where there is an outstanding balance, AVAS will not admit that new student until all financial arrangements have been taken care of and the student's account is cleared and release of transcripts is obtained.

AVAS does not have the staff nor the facilities to adequately accommodate advance learning disabilities or severe academic deficiencies in students. Therefore, AVAS reserves the right not to accept a student whose

Students considered for enrollment must:

Meet state requirements for immunization and SCC requirements for physical examinations, (i.e. Kindergarten, 4th Grade, 7th Grade and all new students). Provide permission to request grades, examination scores, and other assessment documents from previous schools.

Students must demonstrate readiness for grade level. Unfortunately, students with serious learning disabilities whom cannot benefit from multi-grade classroom will not be accepted for enrollment. Students starting Kindergarten must be five years old by September 1st and provide a legal birth certificate. All new students are to obtain a medical exam by physician before you are allowed to enter school. All Students starting Kindergarten will need a TB test. The test must be given within one year prior to school entry. Students coming from out of state will also need a TB Test (Mantoux-PPD).

Returning and new students entering grades Kindergarten, four and seven must acquire a medical examination. The exam must be completed within one year prior to the student's enrollment. The 7th grade exam must include a scoliosis exam. Note: New students may be subjected to entrance exams for appropriate placement if appropriate information is obtained.

Required Investment

Current school rates are available upon request.

Grade 8 has a \$75.00 Graduation Fee due by January 10 each year. This fee is non-refundable and covers graduation expenses.

*Due to subsidies paid by our constituent churches, parents who are members of the Seventh-day Adventist churches will receive a discount.

Financial Policies:

The Antelope Valley Adventist School Board enforces policies that encourage parents to remain responsible in meeting their financial obligations. If tuition is more than 30 days late, and suitable arrangements have not been made with the finance committee, your child may be dismissed from school until the account is brought to current. Please remain faithful in your payments to the school for your investment in your child's education.

Tuition Payments:

Families who are members in good standing at a Seventh-Day Adventist Church, with children enrolled in the full-time program at Antelope Valley Adventist School, shall benefit of the SDA discount. Evidence of church membership includes a written letter by the pastor on official letterhead or a copy of the baptismal certificate.

Families who are not members of the Seventh Day Adventist Church shall benefit from the general church subsidies and pay the regular tuition rate.

All families shall be expected to make tuition payments according to one of the following payment plans. Preferred payment plans must be submitted each year at the time of registration.

11-month Installment plan:

The first installment is due before the first day of school along with any outstanding enrollment and book rental fees. The remaining ten installments are due on the 5th of each month, commencing in September and ending in June. A late fee of \$25.00 will be applied after the 10th of the month if payment is not received. Statements may or may not be issued; therefore, parents are responsible to ensure tuition payments are made on time.

Late Enrollment: Students registering after July 1st must follow registration policies. Students registering after the 1st day of school will have tuition applied according to the number of quarters that the student will receive grades.

Available Discounts:

In order to receive the 5% discount for the yearly tuition rate, the tuition must be paid in full by July 5th.

In order to receive the 3.5% discount for the semester tuition rate plan, the first installment is due by July 5th, and the second installment is due on December 5th.

Multi-Family: A discount on tuition is given to families having two or more children in attendance. The discount will be applied to immediate family members only. The second student receives a 10% discount, and the third student receives a 5% discount.

Preventive Financial Crisis Methods:**Delinquency and Results:**

If prior accounts are not current and suitable arrangements have not been made, then students will not be admitted on the first day of school. If accounts become delinquent by the end of 2nd quarter, students will not be readmitted on the first day of school in January.

If accounts become delinquent during January and May, students will not be eligible for semester exams and report cards, nor will permanent records be released by the school administrator.

NSF Fees- The school is charged for Non-Sufficient Fund Checks, therefore there is a \$30.00 NSF Fee if you pay with a check that does not clear.

Past Due Account

Should the responsible party fail to pay the student account by the 5th of the current month, the responsible party will be responsible for contacting the school by the 10th of the current month to arrange payment.

30 Days Past Due

Should the responsible party fail to pay the student account within 30 days of the invoice due date (5th of the month); students will be expected to withdraw until the account is current.

Tuition Refunds:

Tuition refunds will not be considered until official, written notice of withdrawal is received in the school office. Families withdrawing students (in writing) prior to the first day of school will be refunded the entire amount of tuition that was paid for the current school year.

Parents withdrawing students during the school year shall pay full tuition for all quarters students are expected to receive grades. For parents withdrawing within a quarter, tuition will be prorated. Attendance for a partial week will be considered as an entire week.

Academic Standards and Procedures

The Seventh Day Adventist Curriculum adopts a Bible, Science, and Reading Program designed by professors of various, qualified, Adventist educators. The other subject strands are adopted from various companies (i.e. Houghton Mifflin, HBJ Language, etc.) that fit our standards of excellence in academics.

We believe that emphasis on content is important, but it is also important that great emphasis be put on presentation of the content matter.

System of Grading

Nine-week periods equal a quarter and midterms are sent out during the middle of the nine weeks. Note: Only quarter and semester grades will be on students' permanent record.

Students with a significant number of incomplete assignments and/or less than 2.0 GPA/C Average may not be allowed to participate in on or off campus extracurricular activities such as field trips, etc.

Incomplete:

A student may receive an incomplete, "I" due to extraordinary circumstances including but not limited to extended illness or injury.

Attendance

Good attendance is critical to performance. Students will be required to be on time and attend school/class regularly. Written excuses for legitimate absences/tardies should be turned in to the office immediately.

Should a student become ill during school hours, they must report to the office, and the office will call the parent/guardian. A record of excessive absences may cause a student to be asked to withdraw from school.

Absences

All Absences from school require a note from home.

Absences are considered excusable only if:

1. The student is sick and designated so in writing by the parent.
2. The student has a medical or dental appointment during school hours and provides evidence of the appointment.
3. There is a death in the family
4. The student has a court appointed date

Principal's List Requirements:

Excellent Citizenship

3.7 GPA or above in all academic subjects. One must have a 3.75 GPA to graduate with High Honors.

Honor Roll Requirements:

Excellent Citizenship

3.33 GPA or higher in all academic subjects

Standardized Testing

Iowa Test of Basic Skills is administered during the first quarter to grades 3-8 at Antelope Valley Adventist School. The test is only administered once during the year. Parents are given the test results at the first parent/ teacher conference if the results are back. Parents along with teachers will then create a plan of objectives to help their children reach the necessary heights scholastically over the course of the year.

Parent /Teacher Conferences

Formal conferences are held during the end of the first quarter. In spite of the fact that this is the only school designed conference, parents are encouraged to set up other conferences throughout the year. Teachers are also encouraged to do the same.

Homework:

We encourage parents to take a glance at student assignments to make sure they understood the directions and are on track with their answers. We encourage parents to inquire about your student's daily work. Get to know the system of the classroom that your child(ren) attends. Because every teacher has a unique system of accountability, it is a good idea to ask your child's teacher.

Academic Probation:

Students whom fall below a 2.0 GPA or receive two "F"s on a report card will be placed on academic probation. This action will also result in a parent/teacher conference designed for the improvement of the continued attendance at Antelope Valley Adventist School.

Discipline Philosophy:

Attendance at the Antelope Valley Adventist School is not a right, but a privilege that can be forfeited by any student who does not conform to its standards and regulations. Discipline is designed to be redemptive and corrective. Redemptive discipline includes leading students through a process of acknowledgement and apology for wrong doing. Whenever possible, punishments should be natural consequences of the objectionable behavior. It is our goal to reinforce in each student responsibility to make wise decisions and accept consequences for inappropriate behaviors. Corporal punishment is NOT used as a means of discipline at the Antelope Valley Adventist School.

Disciplinary actions used include:

Verbal Warnings: May be given by any faculty or staff member

Telephone call to parents or guardian

Parent/Teacher Conference: Set-up by Principal/Teacher

Detention: To be served during school hours

“In house” suspension: requires a student to spend the day in the office or under close supervision, away from other students, (i.e. the student would get a “break” when the other students are not present).

Students may be asked to work detail, (i.e. clean windows, desks, etc....)

External suspension: One or more days away from school

Request to withdrawal/expulsion: Request to withdraw is not reflected on student’s permanent record as expulsion, but carries the same weight.

Major Offenses:

The staff at AVAS believes that all conduct should reflect the biblical standards of love to God and man, especially as expressed in the Ten Commandments. We believe that all conduct should show respect for others, school, personal property, and oneself.

Except in the matters of class and study routine and the regulations governing them, all rules and the regulations governing them, all rules and principles of conduct remain in force throughout the year and throughout vacations. Serious misconduct or misdemeanors can affect a student’s standing in regard to his or her enrollment at AVAS. Every effort will be made to help the student see the importance of cooperating with the school rules as a means of character development and to help the student toward a more meaningful acceptance of the principles of proper student conduct.

There are some practices that will not be permitted. AVAS does not knowingly receive or retain students who persistently indulge in these practices. Offenses on any of the following fundamental points make the student subject to discipline such as in-class suspension, suspension from school, or dismissal from school:

All recommended withdrawals/expulsions for disciplinary reasons will be taken before the discipline committee.

1. Continual or willful disrespect, disobedience, or non-cooperation with those in authority.
2. Disseminating ideas or displaying attitudes that undermine the philosophy, ideas, or objectives of the school.
3. Using profane language, indulging in lewd conduct or suggestions, or possessing or displaying obscene literature or pictures.

4. Using language tactics or relational behavior that by their nature are excessively intimidating, accusatory, cruel, or are emotionally abusive and disruptive to either the Christian atmosphere desired for this campus or the normal academic functions and co-curricular activities.
5. Being dishonest, including theft, willful deception regarding violation of school regulation, cheating on examinations or class work or any phase of school or business.
6. Using narcotics, tobacco, or alcoholic beverages in any form or having them in one's possession.
7. Participating in gambling.
8. Willful destruction of any school property or any vandalism.
9. Possession of weapons of any type.
10. Involvement in physical fighting or threats of violent behavior.
11. Conspiring or participating in any act that injures, degrades, or disgraces AVAS, a fellow student or faculty member.
12. Failure to participate fully in the academic program of the school or habitual failure to do assignments and/or projects.
13. Engaging in inappropriate behavior toward the opposite or same sex as defined in the following sexual harassment section.

When, because of these or other activities, the student's progress or conduct is unsatisfactory, his attitude is out of harmony with the standards of AVAS or his influence is found to be detrimental, he or she may be disciplined or asked to withdraw from AVAS.

Harassment Policy:

AVAS is committed to providing a learning environment that is free from harassment of any kind, including intimidation, exploitation, and sexual harassment. All allegations of sexual harassment will be seriously reviewed and investigated in a prompt, confidential, and thorough manner.

"Any student who harasses another student is subject to discipline up to including dismissal, "(Pacific Union Conference Model School Harassment Policy, ED. Code 2074 and 2076).

Definition of Harassment:

Physical: Unwanted or unwelcome physical touching, pinching, contact, assault, deliberate impeding or blocking of movement, making reprisals, threats of reprisals, threats of reprisals, or implied threats of reprisals following a report of harassment.

Sexual: Unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of sexual nature, which creates a hostile school environment.

Verbal: Derogatory comments, racial slurs, jokes, propositions, or degrading words used to describe an individual

Visual: Leering, display of any material to embarrass or intimidate. Derogatory, demeaning, or inflammatory posters, cartoons, written words, drawings, photographs and gestures that embarrass or intimidate

Posting negative or demeaning pictures or messages about another student, teacher, or other member of the AVAS family on the internet, such as social media may cause suspension or expulsion from AVAS.

Harassment Reporting Procedures:

Students who have experienced harassment should report the incident to the school authorities as soon as possible. This includes harassment from student to student, teacher to student, or staff to student. If the harassment comes from an adult, student should report directly to the principal. If the harassment comes from the principal the students should notify the Conference Associate Superintendent at: (818)546-8400.

Physical Aggression against Teacher/Students:

Teacher and school staff will make reasonable efforts to prevent and diffuse tense situations or physical aggression from occurring. However, students are expected to do the same. If a teacher, staff member, or student senses a threat, personal, or physical danger, s(he) will, if possible without danger, withdraw from the source of potential danger.

Parents are responsible for their own behavior, and the behavior of school-age children. It is the expectation that parents and school staff will resolve all conflicts with peaceful, respectful verbal communication and parents should do the same.

Direct acts of physical aggression against a teacher, school employee, or student will be documented. Parents will be notified of the incident and a recommendation will be made to the school board. The offender(s) will be immediately excluded from campus activities and may face suspension, or expulsion, depending on the recommendation of the discipline committee. In the event of a physical aggressive act against a teacher by a student/parent, legal and board action will be made regarding the future of the relationship at the school.

Any act of physical aggression by a friend or relative of a student whom is not a legal guardian of that student will result in the immediate exclusion of such person from school campus and activities for a time determined by the board.

General Campus Policies:

Closed Campus and Visitors:

AVAS welcomes visitors, however there is a visitor's policy in place. All visitors must sign in and out at the office. Visitors will be asked to give personal information, including the length and reason for visit. Students from other schools may visit with permission of the teacher involved. There is also a closed campus policy. Students leaving the campus during the day without permission face suspension.

School Hours and Extended Care:

School is in session from 8:00am to 3:00pm Monday through Thursday and Friday from 8:00am to 2:00pm.

Extended Care:

The safety of students is paramount and AVAS provides before and after school supervision during the following hours:

Before School Care- 7:00a.m. to 8a.m. Monday through Friday

After School Care- 3:15p.m. to 5:15p.m. Monday through Thursday

After School Care- 2:15p.m. to 4:15p.m. Friday

During minimum days school will dismiss at noon. Day care may not be offered on these days. Students should be picked up at 12pm and no later than 12:15pm.

We require that the authorized adult sign their child(ren) out of extended care and show the staff proper identification, if needed.

All students that do not have a self-release form filed in the office will have to go to extended care if they are not picked up on time after school. Extended Care charges will apply.

Charges: See office for rates

*Failure of timely payment of after school care will result in individual forfeiture of this privilege

Prescription medication:

All prescription and OTC medication must be maintained and administered by the office staff only. We need authorization from the parent, written instructions from a physician and it must be in the original prescription bottle. If your child requires maintenance medication (i.e. insulin) we request a 72-hr supply to be kept in the school office with written instructions written from the physician.

Standard Uniform Dress Code:

Unless otherwise specified, students may choose from the following:

- *Slacks/Long Shorts:* Dark Blue and Khaki
- *Skirts and Jumpers:* Dark Blue and Khaki
- *Shirts/Blouses:* Solid White or Dark Blue. Polo-style or button up shirt (must have a collar).
- *Sweaters/Vests:* Solid White or Solid Dark Blue button/zip up sweaters and vests may be worn. Shirt collars must show.
- *Sweatshirts & Hoodies:* Spiritwear, Solid Dark Blue and/or Solid White hooded pullovers may be worn outside during recess/PE, but must be taken off in class.
- *Shoes:* Solid black, Solid Brown or Solid Dark Blue shoes/sneakers must be worn at all times, and laces must be tied. Shoes must enclose feet entirely (no open or partially open toes or heels, etc.) should be worn.

Boys Uniform Guidelines:

Shirts are to be sleeved. All shirts, which are longer than five inches from the natural waist, must be tucked into pants. Shirts that are NOT allowed include: T-shirts, tank tops, sloppy, or immodest styles. Slacks and long shorts must be hemmed, tailored to fit the student and worn at the natural waist. Pant legs must NOT be longer than the heel of the shoe. There should be no jeans, joggers/jogging pants, or any item not mentioned in the standard uniform policy worn to school. All school uniforms must fit students appropriately.

Girls Uniform Guidelines:

Dresses and blouses are to have sleeves and a collar. A sleeved shirt underneath a dress or jumper is acceptable. Tights, leggings and shorts may be worn underneath a skirt/dress. Low-necklines and sheer material are not appropriate. Tops should be long enough to tuck in and are not to show bare midriff, regardless of a student's position. The length of the skirt, dress, shorts and skorts is to be a modest length. Bottoms should be longer than middle finger while standing relaxed and shorts must be worn underneath. There should be no leggings/jeggings (unless underneath uniform skirt/dress), jeans, joggers/jogging pants, or any item not mentioned in the standard uniform policy worn to school. All school uniforms must fit students appropriately.

Out of Uniform Days:

Jean Fridays (optional) will be the only recurring day of the week in which students are able to dress out of the standard uniform. This is an 8th grade class fundraiser; therefore, students must pay \$1 to participate.

Other exceptions may include: Spirit Week or field trips, in which teachers will notify parents with specifics on dress options. Students are to dress with modesty in mind and be in harmony with dress code.

For any school function, dress must be modest, clean and in good repair. Clothing without messages is preferred. Any messages on clothing are to be in harmony with school principles. Extreme or outlandish types of dress and adornment are inappropriate. No gang type attire may be worn at any time. No pierced body jewelry of any type is acceptable.

Consequences

We will be enforcing the dress code very strictly when we return in August. Any students not in the correct uniform will get the following consequences:

1st Offense: Warning/Letter to be returned with parent signature the next day

2nd Offense: Phone Call Home/Non-admittance to class until change of clothes is provided

3rd Offense: Scheduled Parent Meeting/Non-admittance to class until change of clothes is provided/Jeans Friday Option Revoked (1 Month)

4th Offense: Further disciplinary measures will be taken according to the AVAS Discipline Committee

Grooming:

Good grooming implies cleanliness and neatness; Hairstyles must be neat, clean, and simple. Extreme dyed hair, partially shaved styles, or any style that draws attention to it and may cause a distraction in the classroom is not allowed. Hats or caps may be worn outdoors only on sunny or cold days for protection from the sun during P.E. and noon recess.

Cosmetics may only be worn in neutral colors to enhance the natural God-given beauty.

Jewelry: Students are expected to dress “jewelry free”. **This is not a matter of morality, but rather to keep life at school as a simple as possible.** Taking off jewelry for P.E. runs the risk of losing or misplacing it. Jewelry is defined as any material identifies as: rings, earrings, nose rings (i.e. including any body piercing), bracelets, anklets, necklaces, and toe rings. Skin art (tattoos, decals, drawing on skin) is not acceptable. **(Unless it is of our school mascot for athletic events).**

Clothing items, lunch boxes, backpacks, and notebooks should display only positive and wholesome characters or logos.

If there is any question whether an item of clothing or hairstyle is inappropriate, ask the principal before you buy or wear it. The administration reserves the right to make final decisions in all dress code or hairstyle matters. The appropriateness of all dress and grooming is left to the discretion of the faculty and administration.

Property Rights:

Each student is to respect the property of the school and of every member of the school. Students will be held financially liable for damage done to school property, or to the property of others.

A minimum charge of \$5.00 will be made against anyone who loses or tampers with locks, school property, or for the unauthorized possession of a key to any school lock.

The school assumes no financial responsibility for damage to or loss of books, clothing, musical instruments, bicycles, technology devices, or other personal property left by anyone on the school grounds or in the school building either during or after school hours.

Defacing or abuse of school property is a serious offense and will be subject to disciplinary action by the AVAS Board.

Non-motorized, wheeled transportation:

Students are not to ride bicycles anywhere on campus, on the sidewalks, or the playground area.

Skateboards/Scooters: must be checked in at the office as soon as they enter campus and when checked out, must be carried.

Phone Use Policy:

Students are not allowed to use mobile phones at school during regular school hours. No ear bud use without permission, no texting!

If a student needs to use a phone for emergencies; school phones are available with staff permission,

The following is a list of Non-School items: Music players, IPODS, video games (i.e. PSP, Game Boy, etc.), and other toys.

The office telephone is a business phone and shall be used by students in the event of an emergency only. Permission to use the phone must be acquired prior to telephone use. Neither students nor teachers may be called from class to answer phone calls, except for emergencies.

***Mobile phones, if abused, will be taken; and the privilege of having the phone at school will be lost!**

School Programs:

Students are expected to attend ALL school programs (i.e. Awards Night, Talent Show, Christmas Program, etc.) All student rules apply at all school programs, unless otherwise specified. Uniforms must be worn.

Transportation:

All persons providing transportation must have on file in the school office a copy of their California Driver's License, DMV print out of driving record, car registration, and verification of insurance. Drivers must also be live scanned.

Telephone: The office telephone is a business phone and shall be used by students in the event of an emergency only. Permission to use the phone must be acquired prior to telephone use. **Neither students nor teachers can be called from class to answer the telephone, except for emergencies.**

Eating and Chewing Gum:

Students may eat in the designated eating area and at the designated times only. They are responsible for disposing of trash properly. **Chewing gum and littering anywhere on campus is prohibited.**

Library Book Check-Out Procedure:

Library books are loaned for two weeks. A fine of 10 cents per day per book is charged for overdue books and must be paid when books are turned in. The fine for overdue reference and reserve books is \$1.00 per day. All books need to be returned before major holidays and vacations.

Minimum Day:

School will be dismissed at 12 noon prior to Thanksgiving, Christmas, and Spring Vacations. See: school calendar, monthly calendars, and newsletters for other minimum days

Field trips

Field trips are an important educational tool and all students are expected to participate fully in all school programs, including field trips. Parents will be notified of all field trips.

Field Trip Permission Forms:

By enrolling a student at AVAS, parents give permission for the teachers to take students on field trips. The school cannot accommodate students that choose to not participate in a field trip; therefore, students should arrive at school after the completion of the fieldtrip. Whenever there are charges associated with field trips, permission slips will be sent home to notify the parents of the activity and the accompanying charges. Parents otherwise will be notified of field trips via teacher newsletter or school newsletter. Parents/legal guardians must sign a consent form provided by the school, in order for students to participate in off-campus field trips. No student will be allowed to go on any trip without a signed consent form.

As other items arise within the course of the year, additional written information will be provided.

Conflict Resolution Protocol:

At AVAS, we strive to maintain positive relationships. Upholding Christian values to address concerns or conflicts is important to our institution. If any concerns arise, parents/guardians should follow the steps outlined below to resolve any issues at the local school level:

1. Please contact your child's teacher to schedule a meeting by contacting them via email or telephone. Teachers are not available to meet during school hours.
2. If the issue is not resolved, please schedule a meeting with the teacher and principal through the office to address further concerns.
3. Please schedule a meeting through the office to setup a meeting with the board chair, principal and teacher if the issue needs further consideration.
4. After steps 1-3, if resolution of the conflict has not been accomplished, the assigned superintendent may be contacted for further action to work with the local administration and teacher to settle the issue.

Antelope Valley Adventist School Bill of Rights

The three groups most involved in the day-to-day operation of AVAS are parents, teachers, and students. The success of the whole educational effort at AVAS is based on the good faith and cooperation of parents, teachers, and students. Each group has the right to certain expectations. With this premise in mind, AVAS stands behind the following approach to fostering and nurturing a cooperative and supportive educational and personal program:

Antelope Valley Adventist School Students Have a Right to Expect That:

- They will be treated with respect and consideration, even when they are under discipline.
- They will not be treated or harassed by fellow students.
- They will attend a non-violent campus where fighting for their right is not necessary
- They will always be able to ask for and receive help from teachers.
- They will always be able to talk to teachers or the principal about any problem,'
- They will be given the opportunity to master the academic subjects that they will need to live and cope successfully in the modern world.
- They will be given the opportunity to develop physical fitness.
- They will be taught the moral values of honesty and integrity.
- They will have the opportunity to learn about Jesus Christ and to accept Him as their personal Savior.

Parents of Antelope Valley Adventist School Students Have a Right to Expect That:

- They will be given an opportunity to speak directly to a teacher, by appointment, when they have a concern.
- They will be informed when their child is not doing well academically and kept updated when the situation improves.
- They will be assured that the teachers are using possible resources to make sure that their children do well in school.
- They will be informed when their children need remediation.
- They will be informed that their children are the recipients of enrichment.
- They will be notified that their children are eligible for acceleration.

Teachers at Antelope Valley Adventist School Have a Right to Expect That:

- Students will arrive to school on time.
- Students should receive a good breakfast and will bring a lunch to school.
- They should not be interrupted during the morning before school starts or during classes.
- Doctor and dentist appointments will be made outside of school hours if possible.
- Parents will be complimentary of the teachers in the presence of their children and students.
- They will be informed in advance when parents know that their child will miss school.
- The following chain of command will be used when a problem arises: Speak with the teacher, then the principal, then the school board chair, and then the conference of education department
- They will be treated with respect and consideration.

Parental Pledge of Support

Whereas the success of Antelope Valley Adventist School depends on the full cooperation of the school board, the principal, teachers, parents, students, and supporters; and as a parent who has read the AVAS Student Handbook I understand and agree to support AVAS in its task of providing safe and effective Christian learning center. I voluntarily sign this form as my pledge of support for the principles and policies of operation as outlined in the AVAS Student Handbook. I realize that the finance committee of AVAS has attempted to keep Christian education affordable to all who desire it and that to do this necessitates volunteers to assist the school in various activities, and I agree to help the school whenever possible as a volunteer. I realize that there are times that my child may need to be picked up from campus either for illness or for disciplinary reasons, and I understand that the school has no facilities or personnel to supervise children separated from the group; therefore, if requested to pick up my child early, I will do it within a reasonable amount of time.

Signature of _____
Parent/Guardian _____ Date _____

Student Pledge of Support

As a student of Antelope Valley Adventist School, and having read the polices and principles of operation as recorded in the AVAS Student Handbook, I pledge willingly to observe all AVAS regulations and to uphold the Christian principles outlined in the AVAS Student Handbook. I also pledge to perform all assigned duties to the best of my ability and to cooperate with my teachers, principal, and staff.

Signature of Student _____ Date _____

Printed Student's Name _____

Internet Use Policy

This document contains the Acceptable Use Policy for student use of the internet.

Educational Purposes

Use of the internet has been established for a limited educational purpose. The term “educational purpose”: includes classroom activities, and limited high-quality self-discovery activities. The internet access has not been established as a public access service or public forum. Antelope Valley Adventist School has the right to place reasonable restrictions on the material the student’s access or posts through the system. The student is also expected to follow the rules set forth the Acceptable Use Policy.

The student may not use the Antelope Valley Adventist School’s internet connection for commercial purposes. This means the student may not offer, provide, or purchase products or services through the Antelope Valley Adventist School connection.

Student Internet Access

All students will have access to internet World Wide Web information resources through the school’s account. However, the internet may only be accessed with direct knowledge of the teacher and when an adult is present in the room.

The student and parent/guardian must sign the Acceptable Use Policy before the student will be granted permission to use the Antelope Valley Adventist School internet connection. The parent or teacher can withdraw their approval at any time.

Inappropriate Uses

The following uses of the Antelope Valley Adventist School internet connection are considered unacceptable:

1. Posting personal information including, but not limited to, address, phone number, etc.
2. Attempts to gain unauthorized access to any computer system on or off campus through the internet connection.
3. Plagiarism and copyright infringement of work found on the internet.
4. Accessing of profane or obscene materials or sites or any site that advocates illegal acts, violence, or discrimination towards other people.

Signatures of Compliance to the Acceptable Use Policy

Your signature below affirms your understanding and acceptance of the Antelope Valley Adventist School’s Acceptable Use Policy. It also means that you will abide by the standards of use as set forth in this policy. Any violation of the agreements set forth will result in immediate termination of school internet access and may activate other discipline procedures as noted in the Student Handbook or other policies of Antelope Valley Adventist School.

Student’s Name Printed

Student Signature & Date

Parent/Guardian Signature & Date