

HISTORY

The Josephine Edwards Christian School (JECS), built in 2000 at its current location, is a memorial to one of the area's beloved teachers and authors. Mrs. Edwards taught in both the Gilmer County High School and Pleasant Gap Adventist School. It is also a memorial to the many who sacrificed to establish the Pleasant Gap School from which JECS has evolved. This humble school, which has been in continuous operation since 1952, has produced graduates who have become teachers, nurses, doctors, preachers, missionaries, and valued members of their communities. With our larger and more centrally located facilities, the school still continues to focus on teaching traditional Christian values.

STATE ACCREDITED-CERTIFIED TEACHERS

The Josephine Edwards Christian School is state accredited through the Georgia Private School Accreditation Council; therefore full transfer of credits is available. Teachers are state and SDA certified.

The Seventh-day Adventist School system is one of the largest church operated systems. There are over 5,500 Adventist schools worldwide.

PHILOSOPHY

Josephine Edwards Christian School believes a complete education includes the harmonious development of the mental, physical, social and most importantly, the spiritual growth of each student. We attempt to educate our students for this world and prepare them for the eternal life that is to come; Bible class, worship, and prayer are essential ingredients of our standard textbook curriculum. JECS's standard textbook curriculum incorporates the belief in God the Father, Jesus Christ, and the Holy Spirit. We believe in the inspiration of the whole Bible including the Genesis account of creation.

MISSION STATEMENT

The Josephine Edwards Christian School, a member of the Seventh-day Adventist School System, was established in 1952 to provide a Christ-centered education for the Christian youth of the Ellijay, GA area.

Adventists believe that the proper education of Christian young people is the greatest work on earth.

Our mission is to lovingly guide students into a personal relationship with Jesus through His Word, academics, and nature.

VISION

Our vision of a quality school will:

1. Lead learners to know God, His Word, and His Creation.
2. Develop academic excellence at an individualized pace.
3. Provide a safe and caring environment.
4. Foster the use of technology available to us.
5. Use our community resources.
6. Encourage service and leadership.
7. Enrich the educational experience through the fine arts.
8. Enhance the quality of students' lives.

ADMISSION

The Josephine Edwards Christian School is a non-profit organization serving the educational needs of the Gilmer, Pickens, and Fannin counties' areas without regard to race, color, ethnic background, national origin, or gender.

Students entering Pre-K must be 4 years old by Aug. 15

Students entering Kindergarten must be 5 years old by Aug. 15

Students entering First Grade must be 6 years old by Aug. 15

(Of the current school year.) (list continues on next page)

All new students must have:

1. Application Form
2. Financial Agreement Form
3. Physical examinations by their own family doctor
4. Photocopy of their birth certificate
5. A current certificate of immunization
6. A current eye, ear, and dental examination record
7. \$50.00 Non-refundable Deposit (\$100.00 for multiple children). This deposit will be deducted from the entrance fee

ATTENDANCE

Absence and tardiness are excusable for these reasons only:

1. Illness of the student (see Illness policy), with excuse from Doctor
2. Death in the immediate family
3. Medical appointment
4. Quarantine
5. Lice (see Lice policy)

A written excuse is required for each absence and tardiness. Until the teacher receives a signed excuse, the absence or tardiness will be considered unexcused. A legal record of each child's daily attendance is kept at school.

School begins at 8:00 am and dismisses at 4:15 pm; Monday through Thursday. **Students should not arrive on school grounds prior to 7:45 am and must leave by 4:30 pm, unless other arrangements have been made.**

DRESS REGULATIONS

Experience has shown that there is a direct correlation between school dress and school behavior. A student's school attire should be modest, neat, and simple.

Wrist and ankle jewelry, chains, rings, or earrings, are not permitted.

Makeup, if worn, should be light natural colors and not reflective of any trend, for example: Gothic, dark colors, or neon.

Only one color of clear or natural nail polish at a time is permitted.

Approved School Attire:

SHIRTS: solid color, polo-type shirt with full collar and sleeves. All colors are acceptable. Shirts must have JECS embroidered on them by September 15 or 30 days after enrollment.

PANTS: Dress pants of black, tan, or navy or plain blue jeans without holes.

SHORTS: Same regulations for pants **and** they must come to the knee while standing and kneeling.

All shirts, pants, and shorts are to be a solid color with no stripes or brand names.

SHOES: Tennis shoes or sneakers are required. No other shoes are allowed, including skate fliers. Hiking or work boots may be brought to school for activities at the lake.

Hair should always be neat and clean. Natural-colored highlights are acceptable but no unnatural coloring is allowed.

Parents will be contacted if dress code is not met.

GENERAL REGULATIONS

Parent and student support is essential in upholding the ideals of our Christian school. The following behaviors are unacceptable:

01. Showing disrespect toward the teacher or any other adult associated with the school program.
02. Verbally or physically abusing a student.
03. Disruptive behavior in the classroom or on the school grounds.
04. Using profane language.
05. Consumption of beverages that contain alcohol or caffeine.
06. Will destruction or vandalism of any school property or anyone else's property. Any damages will be charged to the student.
07. Gambling or betting.
08. Possessing or displaying any obscene literature or pictures.
09. Indulging in lewd conduct or any suggestive behavior.
10. Improper conduct towards those of the opposite sex.
11. Using or possessing narcotics, tobacco, or alcohol in any form.
12. The use, handling, or possession of any type of firearm, firecrackers, knives, lighter, or any other dangerous item.
13. Theft, cheating, lying, or any other type of willful deception or dishonesty in any manner.
14. Tampering with or using any fire-fighting equipment.
15. Using motorcycles, three-wheelers, four-wheelers, or skateboards.
16. Leaving the school property during the school day without permission from the student's parent.

(list continues on next page)

17. Using radios, CD players, electronic game equipment, or other electrical devices unless specifically requested by the teacher.
18. Cell phones are not to be used during school hours, if seen they will be confiscated.
19. Guests or pets coming to school without prior permission.

A student whose conduct or attitude is not in harmony with the standards and principles of the school, or whose influence is detrimental may be dismissed by the school board after consultation with the student and his/her parents.

HOME AND SCHOOL ASSOCIATION

Meetings will be scheduled on a regular basis at the school and parents will be notified of the date and time in advance. Your attendance at these meetings is a vital tool in developing good communication between parents and teachers.

ILLNESS

Children should not be sent to school until they have been fever-free (without fever reducing medication) for 24 hours.

Students should not be sent to school with these health problems:

1. Fever of 100.0 F or greater without fever reducing medication.
2. Repeated vomiting or diarrhea in the past 12 hours.
3. Pink Eye: red, itchy eyes with green or yellow discharge (not related to allergies)
4. ANY illness when the child is not able function normally in the classroom without pain/discomfort. Such illnesses may include but not limited to: severe sore throat, excessive cough, headache, earache, or stomachache.
5. Injuries or surgical procedures that require narcotic medication prior to or during the school day.

Call your child's physician or the school nurse if there is a question as to whether a student needs medical attention or may attend school with an illness or injury.

INCLEMENT WEATHER

In the event of inclement weather, the school will follow the same course of action as the Gilmer County Public School System. During inclement weather, we expect families to use good judgment and would not want anyone traveling on roads that are not safe in their area. The public snow line is 706-276-SNOW (7669).

INTERPRETATION OF SCHOOL POLICY

The Administration and Board reserve the right to formulate, implement policies/rules, and regulations throughout the course of the year. This right is needed in order to assure the safe and appropriate operation of the school. These policies will be equal in force and are not subject to legal interpretation of wording or intention.

LICE POLICY

If a student is sent home once with lice and or nits and returns school with lice and or nits, we must have a letter from the Health Department or a health care provider stating student is lice and nit free before they can return to school.

LUNCHESES

Recognizing that good nutrition is important for good learning and behavior, as well as for good health, parents are urged to send healthful lunches to school for their children in accordance with Seventh-day Adventist health principles. Caffeine beverages and pork products are not permitted. It is also important that these items not be purchased or brought along on school sponsored trips.

Nutritious and appetizing vegetarian lunches are encouraged. Anyone interested in receiving more information about a vegetarian diet may contact the school. A microwave is available for warming ready-to-eat lunches for students. Please send only food items that your child can handle independently.

MEDICATIONS

Non-prescription medications such as aspirin, cough medication, and other over-the-counter medications may not be administered to the students by any school staff unless there is written permission and instruction.

All prescription medications brought to school are to be given to the office for safekeeping. They must be in the original container with the student's name, name of medicine, dosage, and time for each dose. A completed Medication Administration Form is to accompany all prescribed medications. These forms are available in the office.

PARENTS' RESPONSIBILITY

The success of this school depends upon the cooperation between the parents, teachers, and students. The school board encourages the frank and open communication between everyone. If a parent has a concern about his/her student or any other school situation, the following grievance procedure, which was adopted by the Georgia-Cumberland Conference Board of Education, must be followed:

1. The complainant is to meet with the teacher to deal with the issue. All meetings with the teacher must be by appointment.
2. If the complaint remains unresolved after the first step, the unresolved complaint is to be taken to the principal for consideration. At this point, a meeting is to be held with the principal, complainant and teacher present, with the principal chairing the meeting. (list continues on next page)

3. If steps one and two are unsuccessful, a final appeal of the issue can be made to the local school board with a representative from the office of education invited to participate.

Parents are encouraged to:

1. Uphold Christian ideals in their homes.
2. Participate in Home and School Association meetings.
3. Meet school financial obligations promptly.
4. Keep students home who show symptoms of a communicable disease.
5. Visit and observe the classroom by appointment.
6. See that your student has the proper school supplies.
7. Give two hours of volunteer help per month.

PERSONAL PROPERTY

The school is not responsible for damage to any personal property brought to school.

REPORT CARDS

Report cards are issued four times during each school year. The teacher will schedule a conference with the parents at the end of the first reporting period, and as needed, to discuss the progress of the student.

TELEPHONE

Parents are requested to call the school during school hours only in case of an emergency. Students may not receive or place calls without the permission of a teacher. The usual procedure for incoming calls is to take a message and notify the student.

TRANSCRIPTS

In harmony with the policy established by the General Conference Department of Education, grade cards, transcripts of credits, or diplomas will be issued only when the student's account is paid in full. Students transferring to the Josephine Edwards Christian School may not be accepted if an account is owed at a previous school.

TRANSPORTATION

Students are to leave the school property at the end of the school day with their designated transportation. Any deviation from this must be made in writing by the parents, preferably in the morning upon arrival.

Students will not be permitted to make alternate transportation arrangements during the school day, other than those previously signed by their parents.

TUITION PAYMENTS

Tuition payments are made to JECS. They are due by the 1st of each month. Payments will be considered late after the 10th, at which time parents will be notified, and if not paid by the 15th, student may be required to remain at home until the account is paid or arrangements with the principal have been made.

VISITORS

Parents and others are welcome at the school and are urged to visit in the classroom. This should be done after the first four weeks of school when teachers and students have had time to become acquainted and the school routine has become well established. Visitors must check with the teacher before entering a classroom and should try to schedule visits one day in advance whenever possible.

ASBESTOS STATEMENT

No asbestos-containing building materials were used in our school facility. Documents for materials used in the new facility are on file in the school office and available for public inspection.

I, as a parent of a JECS student, have read and understand all parts of the school bulletin. I agree to help my student to uphold these policies and do the same myself.

DATE

PARENTS' SIGNATURE

I, as a JECS student, have read and understand all parts of the school bulletin. I agree to follow these policies and help others to follow the policies also.

DATE

STUDENTS' SIGNATURE