

42005 Fern Ave, Lancaster, CA 93534

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2026-2027 AVAS HANDBOOK



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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

Lancaster Spanish SDA Church

(661) 722-9394
4052 West Ave. L
Quartz Hill, CA 93536

Mojave SDA Church

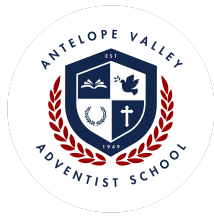
(661) 824-2622
3020 Pat Ave. Mojave, CA 93501

Palmdale SDA Church

(661) 947-8496
1758 East Ave R
Palmdale, CA 93550

Tehachapi SDA Church

20335 Woodford Tehachapi Rd.
Tehachapi, CA 93561



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ABOUT AVAS

Mission Statement

It is the Mission of AVAS to glorify God as an institution, and to foster genuine, personal, and meaningful relationships between students and their Savior. In honoring Christ, students will naturally gain respect and tolerance for others and an accountability for one's speech, thoughts, and actions.

Vision Statement

At AVAS, our Vision is of a safe and loving learning environment, rooted in Christ, where students feel at home with their teachers and their peers. We desire for each child to maintain a growth-mindset, develop a curiosity for learning, and aim for excellence in academics.

Spiritual Statement

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

"Do not be conformed to this world, but be transformed by the renewal of your mind, that by testing you may discern what is the will of God, what is good and acceptable and perfect." –Romans 12:2

AVAS desires its students to follow Christ's example as they grow in wisdom and stature (Luke 2:52), so that they may align their lives to God's will. We love for our teachers and students to spend the first moments of the school day with God in prayer and the study of His word. We encourage daily praise through music, self-reflection, and meaningful discussion. It is also our wish that students' time at AVAS prepares them for a life of humility and service.

Philosophy

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 which 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.



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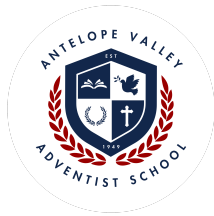
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GOALS FOR CURRICULUM IN SEVENTH-DAY ADVENTIST SCHOOLS

Each student will:

1. Acceptance of God
Surrender one's whole life to God; develop a relationship with Jesus Christ; and allow the Holy Spirit to work in one's life.
2. Commitment to the Church
Desire to know, live and share the message and mission of the Seventh-day Adventist Church.
3. Interpersonal Relationships
Develop a sense of self-worth, skills in interpersonal relationships, an understanding of the responsibilities of family membership and the ability to respond with sensitivity to the needs of others.
4. Responsible Citizenship
Develop an understanding of cultural and historical heritages, affirm a belief in the dignity and worth of others and accept responsibility for local, national and global environments.
5. Healthy Balanced Living
Accept personal responsibility for achieving and maintaining optimum physical, mental and spiritual health.
6. Intellectual Development
Adopt a systematic, logical and biblically-based approach to decision-making and problem-solving when applied to a developing body of knowledge.
7. Communication Skills
Recognize the importance of effective communication and develop the requisite skills.
8. Personal Management
Function responsibly in the everyday world using Christian principles of stewardship, economy and personal management.
9. Aesthetic Appreciation
Develop an appreciation of the beautiful, both in God's creation and in human expression, while nurturing individual ability in the fine arts.
10. Career and Service
Develop a Christian work ethic with an appreciation for the dignity of service.



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ADMISSIONS

Admissions Policy for Grades K-8

AVAS is open to young scholars 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 principles. 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 a release of transcripts is obtained.

*AVAS does not have the staff nor the facilities to adequately accommodate advanced learning disabilities or severe academic deficiencies in students. Therefore, AVAS reserves the right to not accept a student whose IEP or requested accommodations are beyond the accessibility, scope, abilities, or certification of our staff and/or facilities.



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ENROLLMENT

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 who cannot benefit from multi-grade classroom arrangements 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 a 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.



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FINANCIALS

Required Investment

Current school rates are available upon request and on our website.

Grade 7 has a \$75.00 Graduation Fee and Grade 8 has a \$125.00 Graduation Fee due by March each year. This fee is non-refundable and covers graduation expenses.

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—known as an Education Interruption. Please remain faithful in your payments to the school for your investment in your child's education. A late fee of \$25.00 will be applied after the 10th of the month if a tuition payment is not received.

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 not benefit from the general church subsidies and will 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 plans:

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 by the 5th of each month, commencing in September and ending in June.

12-month Installment plans:

The first installment is due in July, along with any outstanding enrollment and book rental fees. The remaining eleven installments are due by the 5th of each month, commencing in August and ending in June.



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FINANCIALS (CONT.)

Yearly and Semester Discounts:

In order to receive the 8% discount for the yearly tuition rate, the tuition must be paid in full by July 5th. In order to receive the 5% discount for the semester tuition rate plan, the first installment must be paid in full by July 5th, and the second installment by December 5th.

Multi-Family Discount:

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.

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.

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.

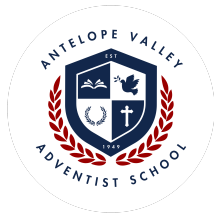
30 Days Past Due:

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.



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ACADEMICS

Standards and Procedures:

The Seventh-Day Adventist Curriculum adopts a Bible, Science, and Reading Program designed by qualified Adventist educators, professors, and professionals across a number of fields. The curriculum is aligned with California's Common Core standards and NGSS standards. Other subject strands are adopted from reputable 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. AVAS follows the NAD's multi-grade curriculum setup.

System of Grading:

Nine-week periods equal a quarter. Midterms are sent out during the middle of the nine weeks. Note: Only quarter and semester grades will be on students' permanent records. Students with a significant number of incomplete assignments and/or less than 2.0 GPA/C Average may not be allowed to participate in extracurricular activities such as sports, field trips, etc.

Incomplete:

Students may receive an Incomplete "I" due to extraordinary circumstances, including but not limited to 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.

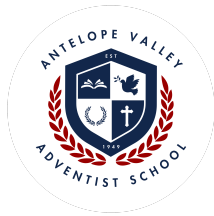
Tardies and Truancy:

School starts at 8:00am and doors are closed at 8:00am. There is no grace period policy. Please endeavor to have your child arrive on time. Three tardies will equal one detention (see pg. 13), \$25 fine per detention, and count as 1 unexcused absence. Truancy is defined as 30+ minutes late and is subject to referral to the local school district. Excessive truancy is defined as 3 or more times and is grounds for dismissal or recommendation to withdraw.

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



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Principal's List Requirements:

Excellent Citizenship and 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 and 3.33 GPA or higher in all academic subjects.

Parent /Teacher Conferences:

Formal conferences are held during the end of the first and third quarters. Parents are encouraged to set up informal teacher conferences throughout the year. MAP Testing is administered three times a school year to grades K-8 at Antelope Valley Adventist School. Parents are given the test results via email or at Parent-Teacher Conferences. Parents and teachers will then create a plan of objectives to help their children reach the necessary heights scholastically over the course of the year.

Homework:

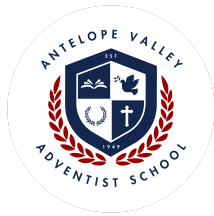
We encourage parents to look over students' class assignments and homework and to make sure they understand the directions and are on track with their answers. We encourage parents to inquire about their student's daily work. Get to know the system of the classroom that your child(ren) attends. Because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

Academic Probation:

Students who fall below a 2.0 GPA or receive two "F"s on a report card, at any quarter, 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.

Middle School students, grades six through eight, are expected to meet or exceed minimum academic standards to be invited back for the next school year. The Principal will review students' academic performances on a semester basis. If a student receives two or more Fs, three or more Ds, or some combination thereof in a semester, that student will then have dropped below minimum academic standards and will be placed on probation for the following semester. Two unsatisfactory semesters in one school year may result in that student not being invited back for the next school year.

A team approach is taken to determine the best course of action on the student's behalf, involving parents/guardians, teachers, and the principal. Possible required interventions include, but are not limited to, off-site tutoring (at the family's expense), weekly check-ins or parent-signed homework sheets, suspension from participation in athletics or extra-curricular activities, and/or loss of field trip privileges. The intended outcome of these interventions is to see evidence of academic growth and student accountability.



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DISCIPLINE

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 wrongdoing. 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: Held once a month, at the end of the month, for a 2-hour period by an AVAS staff member. Families will be billed a \$25 charge on the upcoming or following month's invoice.
- "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 withdraw/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. *Please also review our Bullying Prevention Handbook

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.



The Disciplinary Committee may convene to discuss appropriate consequences for any student's non-compliance with the school's policies and philosophy. AVAS Administration reserves the right to recommend withdrawals. All recommended expulsions for disciplinary reasons will be taken before the Disciplinary Committee and then the School Board:

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).

Definitions 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



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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

Digital: 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.

Detentions:

In grades 5–8th, mandatory detentions will be issued after a student has received three Behavior Forms by a teacher or if the administration assigns detention. Detentions will be held once a month, at the end of the month, for a 2-hour period by an AVAS staff member. Families will be billed a \$25 charge on the upcoming or following month's invoice. Detention may include:

- Writing standards
- Researching and creating a presentation centered on the nature of the student's offense



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If a student fails to appear at their assigned detention, they may be subject to additional consequences by the Disciplinary Committee.

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. 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 3:15pm Monday through Thursday and Friday from 8:00am to 12:30pm.

Extended Care:

The safety and care of students is paramount and AVAS provides before and after school supervision. Please inquire with the office for the rates and times of the current school year, as they may change.

Requests for alternate hours will be considered on a case-by-case basis and may be denied. Please notify the school office 24 hours in advance. Failure of timely payment of after school care charges may result in individual forfeiture of this privilege.

Daycare may not be offered on some Fridays before major holiday extended breaks (i.e. Thanksgiving, Christmas, Spring Break). Students should be picked up at 12:30pm and no later than 12:45pm on these days. Notification will be provided by the school in advance of these days. 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.

Students in afterschool care can expect periods of nutrition breaks and quiet time/Study Hall sessions in the Cafeteria and Gym, and at times possibly the campus Library. Any remaining time may include sports or recreational activities.



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MEDICAL

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.

Parent Notification of Allergies:

We ask that parents provide in writing a list of any serious allergies suffered by their child(ren), all doctor/medical providers and emergency contact information, and appropriate, approved courses of action. If a student has a life-threatening allergy, a meeting will be held with parents, teacher, and administration to ensure all aspects of the condition are understood.

*AVAS has the right to decline applicants who require administration of medication that is beyond our staff's abilities and required qualifications.



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UNIFORM

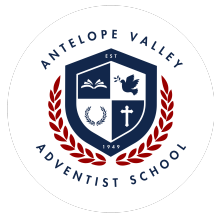
Standard Uniform Dress Code: Starting in the 24-25 school year, daily uniform is to include a logoed vest in the navy color atop a uniform shirt of approved colors. Logoed uniforms can be purchased online from Land's End.

- Slacks/Long Shorts: Dark Blue and Khaki
- Skirts and Jumpers: Dark Blue and Khaki
- Shirts/Blouses: Solid White, Dark Blue, or Red. Polo-style or button up shirt (must have a collar)
- Sweaters: Solid White, Dark Blue, or Red button/zip-up sweaters and vests may be worn. Shirt collars must show
- Sweatshirts & Hoodies: Spiritwear, Solid Dark Blue, Solid White, or Solid Red hooded pullovers may be worn outside during recess/PE but must be taken off in class
- Hats/Caps/Beanies: Hats may be worn outside or during recess but must be taken off in class
- Shoes: Shoes/sneakers must be worn at all times, and laces must be tied. Shoes must enclose feet entirely. No open or partially open-toed shoes or heels should be worn. Shoes should reflect conventional solid or neutral colors and should not be brightly colored or patterned (i.e. neons, bright greens, pinks, checkers, zigzag)
- Logoed Vests: We ask that every student purchase at least 1 vest with the AVAS logo, to be worn on most field trips, school functions, and daily use throughout the school year

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 the 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.



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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 simple as possible. Taking off jewelry for P.E. runs the risk of losing or misplacing it. Jewelry is defined as any material identified 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 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.



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MISCELLANEOUS

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. Education Sabbaths, Awards Night, Diversity Festival, Christmas Program, etc.) All student rules apply at all school programs, unless otherwise specified. Uniforms or formal attire 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 printout of driving record, car registration, and verification of insurance. Drivers must also be live scanned.



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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

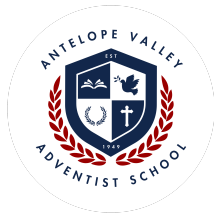
Field Trips:

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 permit 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.



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CONFLICT RESOLUTION PROTOCOL

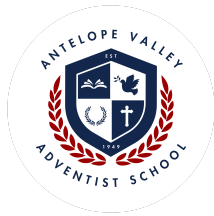
Steps to Follow:

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, Class Dojo, or school 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.

Proper Chain of Command:

Teacher Principal Board Chair Associate Superintendent School Board



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OFFICIAL

Antelope Valley Adventist School Bill of Rights:

The three groups most involved in the day-to-day operation of AVAS are students, parents, and teachers. 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:

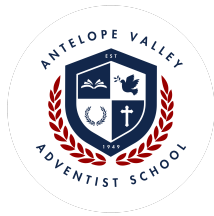
- They will be treated with respect and consideration, even when they are under discipline.
- They will not be treated or harassed by fellow students.
- They will attend a non-violent campus where fighting for their right is not necessary
- They will always be able to ask for and receive help from teachers.
- 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 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 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 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 Dept.
- They will be treated with respect and consideration by parents and students.



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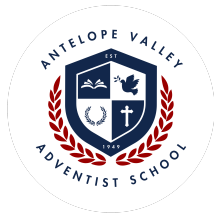
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Parental Pledge of Support

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.

Student Pledge of Support

As a student of Antelope Valley Adventist School, and having read the policies 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.



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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 in 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 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.