

DESERT CHRISTIAN SCHOOLS

2024/2025

HIGH SCHOOL HANDBOOK

Families who enroll agree with the terms and provisions set forth
in the Desert Christian Schools handbook.



Desert Christian Schools Administrative Team

Josh DeVore
School Administrator

Jamie Baker
Ministry Operations Executive

Caleb Smith
High School Principal

Lisa Costello
Middle School Principal

Shannan Case
Elementary School Principal

Noelle Heflebower
Learning Tree Preschool Director

Hannah Gibson
Home Education Programs Director

Heather Welch
Office Manager/Admissions

Maria Williams
Peach Factory Director

Kathryn Dimmitt
Gym Center Director

Heather Shreves
Business Manager



A Letter to Parents from the High School Principal

Dear DCHS Families,

My staff and I are excited to welcome you to another year at Desert Christian High School. We have been working and praying to ensure this upcoming year is discipleship-focused, academically excellent, socially engaging, and full of fun opportunities for every student. This year we will be teaching through the gospel of Mark. My goal and prayer is for each student to see, understand, and come to love Jesus more deeply by walking through this gospel this year.

The DCHS handbook provides a detailed overview of the many opportunities and responsibilities each student has. I recommend that you take time to explore the information provided to properly set expectations for the upcoming year. By reviewing these pages, you will gain a clear understanding of the opportunities that are available to you and your student.

At DCS, partnering with parents is crucial for a successful school year. If you have any questions or concerns, please don't hesitate to contact me. I am excited to partner with you as your student grows spiritually, academically, and socially through their high school years.

Partnering with you,

Caleb Smith

Caleb Smith
High School Principal
Desert Christian Schools

Table of Contents

HIGH SCHOOL HANDBOOK

GENERAL INFORMATION

Our Purpose	1
Principal.....	1
Vice Principal	1
Athletic Director	1

CAMPUS INFORMATION

Campus Address.....	1
Campus Hours	1
Closed Campus Policy.....	1
Parking Lot Policy	2
Lockers Policy	2
Student Sign-Out	2
Medication Policy	2
Personal Property Policy	3
Service Hours Requirement	3
Church Attendance Requirement	3
Communication Procedure	3

CHRISTIAN LIFE

Statement of Commitment Policy.....	5
Chapel.....	5
Church Attendance Requirements.....	5

ACADEMIC INFORMATION

Academic Catalog and Diploma Option Requirements.....	5
Diplomas Offered	5
Concurrent College Enrollment.....	5
Textbooks and Classroom Materials	6
Homework Policies.....	6
Extra Credit Policy	6
Physical Education.....	6
Completed Semester Policy	6
Grade Change Policy	6
Grading Procedures.....	6
Advanced Placement (AP) Courses	7
Dual Credit Course	7
Transfer Credit and Outside Course Work Policy.....	7
Summer School Coursework	7
Academic Honors, Principal's List, and Honor Roll.....	7

Graduation Requirements and Diploma Option Information.....	8
California Scholarship Federation Information (CSF)	8
Graduation Ceremony	8
Academic Probation Policy	8
Plagiarism and Integrity Policies.....	9

ATTENDANCE INFORMATION

Tardies, Missing Material, and Truancy.....	9
Make-up Policies.....	10
Career and Study Development Information	10

STANDARDS FOR DRESS

High School Dress Standards	10
Personal Grooming Guidelines	11
Dress Down Guidelines.....	11

STANDARDS OF CONDUCT

Community Standards	11
Standards of Conduct for the Classroom.....	12
Standards of Conduct in Athletics	12
Cell Phones	12
Personal Computer Policy.....	13
Referral Policy	13
Discipline Guideline Information	13
Admissions Committee Policy	13

EXTRACURRICULAR ACTIVITIES

Philosophy of Student Activities.....	14
Distinctives.....	14
Standards of Eligibility	14
Restrictions for Ineligibility	15
Regulations for Extracurricular Activities	15
Varsity Award Letters	15
Program Goals	16
Structure of Clubs	16
Work Permits.....	16

ATHLETICS

Purpose of Athletics Program.....	16
Philosophy of Athletics Statement	17
Athletic Program Goals.....	17
Athletics Participation Policies and Procedures ..	18

Revised 8.29.24

GENERAL INFORMATION

OUR PURPOSE

The mission of DCHS is to provide a discipleship-focused, academically excellent, and socially engaging high school experience for each student.

PRINCIPAL

Mr. Caleb Smith holds a Bachelor of Arts in Systematic Theology from Moody Bible Institute and an Academic Master of Arts in Systematics Theology from Trinity Evangelical Divinity School. He is currently working on a second Master of Arts in Education Administration and Leadership from California Lutheran University. He has been a College Pastor for four years at different churches and has taught the Old and New Testament Survey at Desert Christian Schools since 2021. Caleb Smith is married to Katrina Smith and they have one son, August Smith.

VICE PRINCIPAL

Miss Karmae Shiplett is the High School Vice-Principal. She attended DCS from 2nd grade through high school. She came back to teach middle school in the year 2001. In 2008 she moved to the high school to teach biology, anatomy, and work with the leadership program. Her prior experience includes youth ministry, day camps, coaching gymnastics, substitute teaching, and classroom teaching.

Miss Shiplett holds a Bachelor of Arts degree in Liberal Studies and a Master's degree in Education from California Baptist University.

ATHLETIC DIRECTOR

Mrs. Rachel Edwards is the High School Athletic Director. She attended DCS from 4th grade through high school. She came back to teach high school and coach from 1998-2003. In 2021 she rejoined our high school staff. Her other ministry experience includes being in church ministry for over 20 years serving in a variety of roles that include youth, worship, children, administration, discipleship and hospitality.

Mrs. Edwards holds a Bachelor of Arts degree in Biblical Studies and a Master's degree in Strategic Leadership from Life Pacific University.

Mrs. Edwards and her husband, Eric, have a daughter, Elizabeth, and a son, Breton.

CAMPUS INFORMATION

CAMPUS ADDRESS

The high school is located at 2340 West Avenue J-8 in Lancaster. The phone number is 661-723-7441.

CAMPUS HOURS

School hours for high school students are 7:45 a.m. to 2:20 p.m. Monday-Friday. The office is open from 7:30 a.m. to 3:00 p.m.

Summer hours are usually 8:00 a.m. – 12:00 p.m. Tuesday-Thursday but are subject to change.

The high school campus is closed for major holidays.

High school staff are unavailable to supervise students who are on campus before 7:00 a.m. or after 3:00 p.m. Unless a student is staying on campus for a sport or another school-sponsored event they are to arrange to be picked up before 3:00 p.m.

CLOSED CAMPUS POLICY

The HS operates with a one-strike closed campus policy. This means that visitors must sign in with the front office and wear visitor badges. A visitor is anyone who is not a current staff member or a currently enrolled student. Any visitor who does not sign in with the front office, who refuses to wear a visitor's badge, or who disregards visitor guidelines may forfeit their privilege of visiting the campus.

Perspective students who wish to tour the campus must request a tour and receive permission to tour at least twenty-four hours before their visit.

Students from other HSs or other educational programs may not visit the campus for lunch unless given express permission from the principal.

If a student sneaks a visitor onto campus without notifying the front office this may result in the student being sent to the admissions committee.

PARKING LOT POLICY

Students must register their vehicles with the front office if they are going to park a vehicle in the school parking lot. After registering with the front office students will receive parking stickers. Parking stickers must be displayed in an easily visible place.

Cars are to be locked at all times.

Students are to obey all traffic laws at all times. If a student drives recklessly on campus they may lose their right to park in the HS parking lot and may be referred to the admissions committee.

Students are not to display stickers, emblems, decals etc... that are contrary to biblical standards or that support groups which are contrary to biblical standards.

Students are only allowed to go to their vehicles during school hours with express permission.

Students are asked to drive off of campus promptly at the end of the day. Students are not to congregate in the parking lot after school hours or in their vehicles in the HS parking lot.

If a student parks their vehicle in the parking lot after September 15th without a parking sticker, and without notifying the front office, they will receive a referral.

LOCKERS POLICY

A locker is assigned to each HS student. A student's locker preference is considered based on registration.

Students must use the school issued lock and are responsible for purchasing a replacement from the school for missing or damaged locks.

Students are responsible to keep their lockers clean and orderly. At the end of the year, the student is financially responsible for the condition of his/her assigned locker.

If a student uses a personal lock on their school assigned locker it may be cut off.

Administration has the right to search a student's locker without prior notification.

Students may not switch lockers with each other.

Students may not attempt to open other student's lockers. Students may not abuse, damage, or vandalize lockers. Depending on the level of severity vandalizing school property may result in a referral to the admissions committee.

STUDENT SIGN-OUT

Students may not sign themselves out of school.

Students may only be signed out by a legal guardian. Or, if the student drives, a legal guardian may provide a note or call the front office to sign a student out.

Seniors are allowed off campus for senior lunch only on authorized days. Students must return to their class after lunch on time. If a senior is late to their class after lunch three times they lose their senior lunch privileges.

If a student deceives the front office by providing a forged note from a guardian allowing the student to be signed out this may result in being sent to the admissions committee. If a student leaves the campus without permission this may result in being sent to the admissions committee.

MEDICATION POLICY

The school does not administer any form of medication to students without a form signed by a parent or legal guardian. A copy of this form may be obtained in the school office. All medication must be kept in the office.

Students may not carry prescription or non-prescription drugs around campus or have them in their possession at any time.

All medications not picked up by the end of school year, will be disposed.

If a student is carrying unauthorized medication on campus this will result in discipline up to a referral to the admissions committee.

PERSONAL PROPERTY POLICY

Teachers and administrators may ask to search a student's backpack, locker, or personal bag at any time. If a student refuses to allow their backpack, locker, or personal bag to be searched this may be interpreted as an admission of guilt and may result in a referral to the admissions committee.

SERVICE HOURS REQUIREMENT

Students are expected to complete 15 hours of service per semester. These hours are to be logged, signed off by an adult supervisor, and uploaded to Google Classroom before the end of each semester.

Completing	13.5 - 14.9	1%	grade
reduction across all classes.			

Completing	12 - 13.5	2%	grade
reduction across all classes.			

Completing	10.5 - 12	3%	grade
reduction across all classes.			

Completing	10.4 or fewer	4%	grade
reduction across all classes.			

Not uploading a service hour log will result in a 4% grade reduction across all classes.

Refusal to participate in the service hour requirements may result in a student being referred to the admissions committee.

COMMUNICATION PROCEDURES

Knightly News is a newsletter that is emailed out to parents weekly. Knightly News contains information pertinent to events, registration, athletics, and more.

In addition to this newsletter teachers, coaches, and administrators will communicate with parents primarily through email. Parents are encouraged to check their emails regularly.

For any discipline issue beyond a student's first referral parents will receive a phone call.

Grades are always accessible through FACTS.

Beyond these means of regular communication, if parents have questions concerning HS events,

policies, or grades they are encouraged to call the front office.

Administration reserves the right to add, subtract, or amend policy as needed for specific situations. Assignment instructions will be posted on Google Classroom.

CHRISTIAN LIFE

It is the mission of this school to help students develop and grow in their faith in Jesus Christ so that they will become young men and women who have integrated their faith into their lives and developed a Biblical world-view (Romans 12:1; Ephesians 1:3-4; Colossians 1:21-23). The school desires for each student to have a vital, personal relationship with God through faith in Christ, and asks all students to measure their lives by scriptural standards of conduct so that they may perform effective Christian service.

We desire each student to see that attending the school is a privilege granted to those who demonstrate a spirit of harmony with the philosophy and goals of the school. By applying for admission to the school, the student indicates his or her desire to follow the standards of conduct discussed herein, including the policies and procedures based on those standards.

Spiritual growth is never the result of superimposed rules, and therefore the school's standards of conduct are not designed merely to produce a pattern of outward conformity. The school desires that students demonstrate by their conduct an inward acceptance of Christ and a spirit of subjection to His Lordship. It is hoped that all students will be led by the Holy Spirit to live above the letter of those standards (I Thessalonians 1:5-7).

To produce an environment which will encourage these goals, the school expects every student to demonstrate by attitude and behavior a life committed to Christ. "Don't let anyone look down on you because you are young, but set an example for the believers in speech, in conduct, in love, in faith and in purity." (I Timothy 4:12).

STATEMENT OF COMMITMENT POLICY

Each year each enrolled student is expected to turn in a statement of commitment. The statement of commitment asks students if they can honestly affirm each of the following statements:

- I am a Christian. I have personally trusted in Jesus as my savior and Lord and I intend to follow Him for the rest of my life.
- I am committed to the local Church. I am known by pastors and members at my local Church. I submit to the authority of the elders at my local Church. I want to live in harmony and love with fellow Christians.
- I want to attend DCHS.

CHAPEL

Students are required to attend chapel weekly. Refusal to attend chapel may result in a referral to the admissions committee.

Students are not permitted to be on their phones during chapel unless given express permission. Students on their phones in chapel will receive a referral.

Students are encouraged to bring paper Bibles to chapel.

Chapels are open to parents, alumni, and special guests. Visitors may sign in with the front desk and join the student body for chapel any week.

Disrespect, distraction, or mocking in chapel is not permitted and will result in disciplinary action. Persistent disrespect, distraction, or mocking may result in a referral to the admissions committee.

CHURCH ATTENDANCE REQUIREMENT

Students are required to regularly attend a local church in person. Each quarter students will turn in a church attendance card as a means of verifying that that student does attend Church.

Church attendance cards are on Google Classroom and are to be turned in to Bible teachers by the end of each quarter. Students who do not turn in their cards will receive a 5% reduction in their Bible grade for that quarter.

Refusing to attend a local church, or forging a signature on a church attendance card may result in a student being recommended to the admissions committee.

ACADEMIC INFORMATION

ACADEMIC CATALOG AND DIPLOMA OPTION REQUIREMENTS

The Academic Catalog and the specific diploma option requirements may be downloaded from FACTS under Resource Documents. They are also available in hard copy by request.

DIPLOMAS OFFERED

DCHS offers three diploma options, enabling and preparing students for entrance to the college of their choice.

The University Preparatory diploma meets or exceeds all of the requirements and recommendations of the University of California system.

The College Preparatory diploma meets or exceeds all requirements of the University of California and California State University systems and private universities.

The Desert Christian High School diploma exceeds the graduation requirements of the State of California and enables student to be enrolled in a variety of colleges, universities, the military and other institutions requiring a high school diploma.

The goal of DCHS is to provide an academic program consistent with a Christian philosophy of education and a biblical perspective so that all students realize the importance and relevance of the never-changing Word of God.

CONCURRENT COLLEGE ENROLLMENT

Students in good standing who are interested in concurrent enrollment in college classes must receive administrative approval prior to beginning the class. Courses taken at the college level are given full college credit but are generally not transferable for high school credit unless they are under our approval and concurrent enrollment plan.

Students who are part of the DCHEP program may take classes on campus at the high school only if the courses they request are required for that student to graduate and if the DCHEP program does not offer an equivalent course.

TEXTBOOKS AND CLASSROOM MATERIALS

All textbooks, workbooks, and materials are purchased by the family. Families may shop on their own or, shop for physical and digital books through the high school's online bookstore.

It is the parent's responsibility to ensure all textbooks and materials are purchased and available before the student's first day of school.

HOMEWORK POLICIES

Late work from Freshman will receive a 30% deduction. Late work from Sophomores, Juniors and Seniors will receive a 40% deduction. Teacher's reserve the right to not accept work turned in more than one week after the due date.

If a student is absent they will receive a 1-class period extension for each missed day. Teachers also reserve the right to work with students who miss extended periods of time on when their work will be due and how due dates are to be adjusted.

Long term projects and papers must be turned in on the assigned due date even if the student is absent that day.

If you are present for part of a class period, you are responsible for homework assigned during that period.

EXTRA CREDIT POLICY

It is the teacher's prerogative to offer extra credit opportunities for entire classes or for individual students. Extra credit assignments may not comprise more than 3% of a student's semester grade.

PHYSICAL EDUCATION

Students are required to pass four semesters (20 credits) of physical education courses in order to graduate. Students earn credit

through participation on an athletic team or approved fitness center, dance studio, and other administration approved fitness activities. Participation in a full season of any sport will earn one semester (5 credits) of physical education credit toward graduation.

COMPLETED SEMESTER POLICY

Students must complete the entire semester to earn credit. Students leaving school prior to the end of a semester or prior to taking issued tests will not receive credit for course work taken during that semester unless otherwise approved by administration.

GRADE CHANGE POLICY

Semester grades which have been finalized may not be changed unless given express permission from the administration.

GRADING PROCEDURES

Report cards are issued four times a year. Only semester grades will be entered on a student's transcript.

The following scale is used to determine letter grades:

90-100	A
80-89	B
70-79	C
60-69	D
Below 60	F

Incompletes (I) will be computed as an "F" in a student's GPA.

Withdrew passing (WP) and withdrew failing (WF) will not be computed in a student's GPA.

Grades are not given for being a teacher's assistant, an office aid, or for career and study development.

Honors and AP courses receive one extra GPA point if a grade of C or higher is earned.

ADVANCED PLACEMENT (AP) COURSES

Students enrolled in Advanced Placement classes must take the College Board Advanced Placement exam that is administered on campus in the spring. Exams are scored on a 1-5 scale. If a student scores a three or better on the test, he/she will likely earn college credit (subject to the discretion of the individual college or university).

DUAL CREDIT COURSES

Dual credit courses are available to students with administrator approval. These courses not only meet the DCHS requirements for graduation, but earn college credit through The Master's University and/or Grand Canyon University for those who pass with a "C" or better.

Contact the college counselor for dual credit courses offered.

The drop date deadline for dual credit courses is the Friday of the second week of the college class.

TRANSFER CREDIT AND OUTSIDE COURSEWORK POLICY

Transfer credits from an accredited school outside the Desert Christian High School system may be credited toward the required course or credit requirements only with administrator approval.

The Registrar will work with the family and previous school, including non-accredited and home schools, to analyze and determine acceptable transfer credit.

TRANSCRIPT REQUEST POLICY

Official and unofficial high school transcripts may be requested from the high school registrar. After a student graduates or is withdrawn from Desert Christian High School, the cost of an official transcript is five dollars each.

SUMMER SCHOOL COURSEWORK

The purpose of summer school is credit retrieval and grade elevation not credit advancement.

If a student receives a "C" or a "D" in a course which is offered in summer school, they may enroll in summer school to elevate their grade. The highest grade a student may elevate their grade to is a "B".

If a student receives an "F" they will receive 0 credits for the course and must make up those credits either in summer school or by repeating the course next year.

Students in summer school must comply with the summer school handbook or they may be dismissed from the program and their chance at credit retrieval or grade elevation will be forfeited.

ACADEMIC HONORS, PRINCIPAL'S LIST, AND HONOR ROLL

Students who finish a semester with a GPA of 3.5 or higher, have no grade below a "B", and have no disqualifying behavior issues will make the principal's list.

Students who finish a semester with a GPA between 3.0 and 3.5, have no grade below a "C", and have no disqualifying behavior issues will make the honor roll list.

The selection for Valedictorian and Salutatorian is determined by a weighted academic GPA in grades 9-12 for all classes that receive a grade. A student must attend DC High School for their entire 11th and 12th grades to receive Valedictorian or Salutatorian status or academic honors unless approved by the administration.

The following academic awards are given at graduation:

- Outstanding Academic Achievement Award – awarded to the student with the highest GPA based on opportunities offered at DCHS. The student must attend DCHS during their entire junior and senior years.
- Valedictorian - awarded to each student with a 4.0 GPA or higher. The student must attend DCHS during their entire junior and senior years unless approved by administration.

- Salutatorian - awarded to students who obtain a cumulative GPA of 3.85 – 3.99. The student must attend DCHS during their entire junior and senior years (unless entering with special administrative approval).

Receiving a “D” or “F” in a course senior year disqualifies you from receiving Valedictorian/Salutatorian status.

GRADUATION REQUIREMENTS AND DIPLOMA OPTION INFORMATION

Students must complete a minimum of 240 credits with specific subject requirements to graduate.

Students must take a Bible class each year they are enrolled at DC to graduate.

If a student receives more than one F in their final semester of senior year they may not walk at the graduation ceremony.

DCHS offers three diploma options preparing students for entrance to the college or career field of their choice.

- The University Preparatory diploma meets or exceeds all of the requirements and recommendations of the University of California system.
- The College Preparatory diploma meets or exceeds all requirements of the University of California and California State University systems and private universities.
- The DC HS diploma exceeds the graduation requirements of the State of California and enables student to be enrolled in a variety of colleges, universities, the military and other institutions requiring a high school diploma.

CALIFORNIA SCHOLARSHIP FEDERATION INFORMATION (CSF)

CSF is a statewide organization that encourages and recognizes outstanding scholastic achievement. Membership in this society is an honorary and select privilege. Membership may begin upon completion of one

semester of high school work. Graduation honors apply if students are a member 4 semesters or more.

GRADUATION CEREMONY

DCHS conducts commencement ceremonies and graduates are expected to attend. Participants in the ceremony must have all credits complete or no more than one class/semester to make up in summer school. All participants are full-time students who have completed all of the school’s required coursework. Participants are expected to report on time for the graduation ceremony in appropriate attire with cap and gown in hand and cooperate fully with officials and procedures pertaining to the ceremony. Graduates receive a diploma cover at the graduation ceremony. The diploma, along with any purchased graduation videos, should be picked up at the school office at a later appointed date following the ceremony.

Students may not alter their cap and gowns.

DCHEP students will attend the DCHEP graduation ceremony. Only students enrolled in DCHS are allowed to participate in the DCHS graduation ceremony.

ACADEMIC PROBATION POLICY

Students are placed on academic probation if they have a GPA below 2.0, if they have more than 1 F when quarter or semester grades are finalized, or if administration decides a probationary contract is necessary.

Students on academic probation are not eligible for DCHS athletics.

When a student starts their probationary period they are given a contract that must be signed by the student and their parents and returned within a week. If the probationary contract is not returned the student will receive detentions and possible suspensions until the contract is turned in.

While on academic probation students will meet with an assigned counselor to discuss progress.

Students who do not fulfill the requirements of their academic probation contracts may forfeit their right to attend DC HS and may be referred to the admissions committee.

Incoming 9th graders or new students who join DCHS below at 2.0 or with more than 1 F are eligible for fall sports but will sign an academic probation contract upon enrollment.

PLAGIARISM AND INTEGRITY POLICIES

Cheating will result in a referral but the disciplinary consequences do not follow the regular order of escalation.

1st Offense: 0 credit on the assignment, call to parents, 2 hour Saturday detention, 1-week ineligibility for athletics, loss of extra GPA points if applicable.

2nd Offense: 0 credit on the assignment, call to parents, 4 hour Saturday detention, 9 weeks' ineligibility for athletics.

3rd Offense: Possible referral to the admissions committee.

Students with plagiarism referrals their senior year may not receive academic or integrity awards at graduation.

Administration reserves the right to amend disciplinary action as they see fit depending on the circumstances of each situation.

Helping a student cheat will receive the same penalty as cheating.

Students are responsible for their own work. If a student gives their work out this may be considered cheating.

Using AI without being given explicit permission to use AI on an assignment counts as cheating.

Not citing sources may count as plagiarism.

ATTENDANCE INFORMATION

Students must be in their seats when the bell rings or they will be counted tardy.

If a student is late in the morning a tardy slip must be attained from the front desk and given to their teacher before attending class.

To School Tardies will be excused for illness, verified medical or dental appointments, verified traffic problems, a late car pool, or extenuating circumstances the administration deems appropriate.

TARDIES, MISSING MATERIAL, AND TRUANCY

Consequences for being tardy to school (TST), tardy to class (TCT), or receiving a missing materials (MM) per semester, per category:

1st occurrence: Student notified

2nd occurrence: Student notified

3rd occurrence: Student notified

4th occurrence: one detention, student calls home

5th occurrence: One detention, student calls home

6th occurrence: Saturday detention (2 hours @ \$15)

7th occurrence: Saturday detention (4 hours @ \$15)

8th occurrence: Referral to Admissions Committee

If a student is more than 5 minutes late to class they will receive a tardy to class and they will receive a referral for truancy.

If a student is truant from school for all or part of a day without notifying parents or the school, they will receive a referral and may be sent to the admissions committee.

If a student is absent for more than 10 days of a semester they will receive a 1% grade reduction in any class period, they missed more than 10 times.

If a student is absent for more than 15 days of a semester they may be referred to the admissions committee.

Students may submit doctor's notes for consideration by the administration.

Administration may decide to extend the allowed number of absences based on circumstance.

MAKE-UP POLICIES

If a student is going to miss multiple days of school, they are to notify the school beforehand. Students will work with teachers and the guidance counselor to help them stay up to date on their work depending on the specifics of their situation.

Long-term projects will be due on their originally assigned due date even if a student is absent on that originally assigned due date.

CAREER AND STUDY DEVELOPMENT INFORMATION

For a student to join CSD an application and contract will be required.

Students need to be permitted administration to participate in the Career and Study Development (CSD) program. If administration approves career and study development for a student the specific parameters of that student's allowed time off campus will be communicated to the student and their parents and agreed upon before the program begins. If a student violates the agreed-upon parameters of their CSD agreement they will receive a referral, may be dropped from the CSD program, and may be referred to the admissions committee.

STANDARDS FOR DRESS

HIGH SCHOOL DRESS STANDARDS

The purpose of the HS dress code is to promote professionalism, uniformity, modesty, and school spirit.

Students must wear a DC Uniform Polo to school every day unless given express permission by administration.

Polos may not be altered in any way.

Students may wear DC outerwear or their own outerwear on cold, windy, rainy, or snowy days. Permitted outerwear is limited to: sweaters, sweatshirts, and jackets.

If a student chooses to wear their outerwear on a cold, windy, rainy, or snowy day the clothing must be a solid color. Logos must be small enough to cover with a hand. The color of personal outerwear must be a DC color: white, black, blue, or gray. Any color a student may buy a polo in is an acceptable color for personal outerwear.

Pants cannot be tight-fitting or have holes. Pants must fit at the waist. Pants must be neat and professional. Students may not wear sweatpants, leggings, yoga pants, or pajama pants.

Skirts and dresses must be no shorter than 3 inches above the top of the knee. If a dress is worn the polo must be over it.

Shorts must be a solid color. Shorts must fit at the waste. Shorts may not have shorter than a nine-inch seam.

Athletic shorts, boxer shorts, and spandex shorts are not acceptable.

1st Dress Code Referral: counseling by administrator, email or call to parents, available on FACTS.

2nd Dress Code Referral: counseling by administrator, detention, call to parents, available on FACTS.

3rd Dress Code Referral: counseling by administrator, 2-5 detentions, call to parents, available on FACTS.

4th Dress Code Referral: 2 hour Saturday detention, call to parents, available on FACTS. \$15 detention fee.

5th Dress Code Referral: 4 hour Saturday detention, call to parents, available on FACTS. \$15 detention fee.

6th Dress Code Referral: 1-day suspension, 1% deduction of all student's grades for quarter, call to parents, available on FACTS.

7th Dress Code Referral: 2-5 day suspension, 1% deduction of all student's grades for quarter, call to parents, available on FACTS. Behavior

probation contract signed by student, parents, and administration.

8th Dress Code Referral: or failure to complete the conditions of probation: students are referred to the admissions committee, call to parents, available on FACTS

PERSONAL GROOMING GUIDELINES

Students may not shave their heads.

Students may not have gauges.

No more than 25% of student's hair may be dyed an unnatural color.

Tattoos must be covered.

Male student hair must not exceed collar length.

DRESSDOWN GUIDELINES

Students may not wear a shirt that shows midriff, or is low cut around the neck or underarms.

T-shirts may not have inappropriate or political content.

T-shirts may not promote music, artists, movies, or shows that are contrary to Christian values.

Students may not wear tank tops.

Shirt straps must be at least two inches wide.

STANDARDS OF CONDUCT

COMMUNITY STANDARDS

Examples of community guidelines which if violated may result in a student being referred to the admissions committee immediately include but are not limited to:

- Violence on or off campus
- Threatening violence in person or on social media
- Drinking alcohol
- Possession, use, or sale of illegal drugs
- Attending a social gathering where the possession, use, or sale of illegal drugs took place

- Participation in the occult or witchcraft
- Sexual misconduct
- Bringing weapons on campus or to a school sponsored event
- Viewing or sharing pornography on campus
- Stealing from another student or staff member
- Leaving campus or waiting in the parking lot during school hours without permission
- Identification with a group contrary to Christian values

Examples of community guidelines which if violated will result in a referral and disciplinary action include but are not limited to:

- Posting unkind messages or images online
- Posting messages or images online that violate Christian values
- Inappropriate language
- Profanity at an athletic event as a player or spectator
- Disrespecting God's name or mocking Christianity
- Communicating disrespectfully to or about another person
- Tampering with lockers
- Tampering with items that belong to another student or staff
- Littering
- Defacing, or abusing school property
- PDA – Public Display of Affection
- Defying authority
- Disrespect to a teacher or student
- Being out of class without a teacher's permission

- Refusing to spit out gum when asked
- Inappropriate attire at a school sponsored event or athletic event
- Poor display of character while competing in a DC sporting event
- Playing and or showing inappropriate content on a phone or device at school
- Meeting someone at the gate rather than the front office

STANDARDS OF CONDUCT FOR THE CLASSROOM

Examples of classroom guidelines which if violated will result in a referral and disciplinary action include but are not limited to:

- Classroom disruption
- Disrespecting other students in class
- Improper classroom attitude
- Using cell phone without permission in class
- Being alone or with another student in a room without an adult
- Eating in class without permission
- Disrespect to teacher, staff member, or coach

STANDARDS OF CONDUCT IN ATHLETICS

Examples of athletic standards which if violated will result in a referral and disciplinary action include but are not limited to:

- Profanity
- Disrespecting a coach, member of the opposing team, or referee
- Dressing immodestly at a sporting event
- Harassing or bullying teammates
- Leaving a game without a coach's permission
- Refusing to show up to a mandatory practice
- Quitting a season

Disciplinary sanctions for violating behavior standards may involve detentions, Saturday detentions, suspensions, being barred from completing a season of athletics, being barred from participating in a future season of athletics, or referral to the admissions committee.

For further details concerning athletic information and standards see the DCHS Athletics Handbook.

CELL PHONES

As a safety measure students are asked to put their own cell phone numbers into FACTS along with their parent's cell phone numbers, their home address, and other contact information.

In class students may not use their cell phones unless given express permission by their teacher. Students must be given permission each new class period to use their cell phones for that period.

Teachers may require that students put their phones in their backpacks, in a designated classroom pouch, on the teacher's desk, or that the phone must be screen down on the student's desk. If a student refuses to listen to the teacher this may result in two referrals. One for being on their phone at an unauthorized time and one for disobedience.

If a student is on their phone for any reason during chapel this may result in a referral. If a student has an air pod or ear bud in for any reason during chapel this may result in a referral.

Students do not need to be notified in chapel when they are receiving a referral if the act of notifying the student would disrupt chapel.

Students may not take pictures or videos in school restrooms or locker rooms. If a student takes a picture or video in a school restroom or locker room they will receive a minimum of a 1-day suspension and may be sent to the admissions committee depending on the nature of the pictures and videos.

Students may not be on their phones at break, lunch, or passing periods. Student may not have air pods or ear buds in at break, lunch, or passing periods.

If a student needs to be in communication with a parent, they may use their cell phone in the front office.

PERSONAL COMPUTER POLICY

Students are expected to bring a device larger than a phone to use for academic purposes. Options include but are not limited to: laptops, Chromebook, iPads or tablets.

Incoming freshmen are required to have a google Chromebook as their personal device.

Sophomores, Juniors, and Seniors are highly encouraged to choose a Chromebook as their personal device. Chromebooks are financially the most inexpensive option, and they are designed to integrate well with Google Classroom, which is the preferred platform of the school.

If a student uses their personal device inappropriately they may receive a referral. Examples of inappropriate uses of a personal device include but are not limited to:

- Playing violent games or games that violate Christian values.
- Watching television without permission.
- Playing music or media loudly and distractingly.
- Watching content that violates Christian values.
- Taking pictures of staff or students without their consent.
- Calling or face timing someone off campus without permission.

REFERRAL POLICY

Any DCHS employee may write a referral to any student during, before, or after school hours, on or off campus.

Students may receive referrals from coaches and may receive referrals when at an athletic event either as a participant or fan.

When a student receives a referral the administration will call that student in and determine what level of discipline ought to be sanctioned.

The administration is free to add or subtract sanctions from the suggested discipline guidelines.

If a student does something dishonoring Christ which is not specifically mentioned in the discipline guide, staff may still write that student a referral and administration may still issue discipline.

If a student refuses to attend assigned detentions or suspensions, they may be referred to the admissions committee.

DISCIPLINE GUIDELINE INFORMATION

1st Referral: counseling by administrator, email or call to parents, recorded on FACTS.

2nd Referral: counseling by administrator, detention, call to parents, recorded on FACTS.

3rd Referral: counseling by administrator, two to five detentions, call to parents, recorded on FACTS.

4th Referral: Two hour Saturday detention, call to parents, available on FACTS. \$15 detention fee.

5th Referral: Four hour Saturday detention, call to parents, available on FACTS. \$15 detention fee. Parent meeting required, recorded on FACTS.

6th Referral: One-day suspension, in house or at home, 1% deduction of all student's grades for quarter, call to parents, recorded on FACTS.

7th Referral: Two to five-day suspension, (in house or at home), 1% deduction of all student's grades for quarter, call to parents, behavior probation contract to be signed by parents, student, and administration, recorded on FACTS.

8th Referral or failure to complete the conditions of probation: students are referred to the admissions committee, call to parents, recorded on FACTS

Depending on the severity of the misconduct, the administration may decide to increase the severity of discipline sanctioned.

ADMISSIONS COMMITTEE POLICY

When students receive eight referrals, fail to comply with a probation contract, refuse to

comply with sanctioned discipline, or violate certain community guidelines they will be referred to the admissions committee. The admissions committee may decide to expel a student, allow a student to voluntarily withdraw from DCHS, or may allow the student to remain on campus under a renewed disciplinary probation contract.

Students and parents may write letters of appeal to be read at admissions committee meetings on behalf of the student.

Admissions committee decisions are final.

EXTRACURRICULAR ACTIVITIES

DCHS offers a wide range of activities for every student. Students have the opportunity to participate in CIF sports teams in football, cross-country, volleyball, soccer, softball, baseball, track, and basketball. A fee-per-sport is assessed to help cover the various expenses incurred in the program. It is due by a specified date before the beginning of the season.

DCHS also offers a variety of field trips and excursions throughout the school year.

Students must maintain good grades and good conduct in order to enjoy the privilege of participating in extracurricular activities. Students who fall below the academic and conduct standards are not eligible to participate.

PHILOSOPHY OF STUDENT ACTIVITIES

In accordance with our philosophy of Christian Education and goal of developing Christian leaders, the DCHS Student Activities program strives to meet the needs of the "whole person" (spiritually, physically, socially, relationally, and intellectually).

The primary goal is to elevate the reputation of Jesus Christ through developing students whose Christianity permeates every word and action. We seek to grow God-given talents and abilities in students as well as Christian character qualities. Basic to this program is providing students the opportunity to serve others

(Genesis 2:18, Ephesians 4:1-16, I Peter 4:10, Hebrews 10:24-25, Romans 12:5-6).

DISTINCTIVES

With these purposes in mind, several distinctives have been drawn from God's Word. The following list is by no means exhaustive nor inspired. It is meant to give perspective, create discussion and continue in the process of making each program an extension of the love and acceptance we have in Jesus Christ.

- God has created each one of us uniquely by His sovereign choice. (Psalm 139:13-16)
- As believers, our "good works" are to bring praise to our Father in heaven. (Matthew 5:16)
- To have the older and more mature in Christ modeling and instructing truth to the younger is an effective way to see lives changed. (Titus 2:1-8)
- As believers, each of us have received spiritual gifts that are to be used to minister to others. (I Corinthians 12:4-7)
- Students who are involved in ministry for the purpose of using their God-given gifts to strengthen, serve, and encourage others are deserving of recognition. (I Corinthians 16:17-18)

STANDARDS OF ELIGIBILITY

Participation in extracurricular activities is subject to minimum standards of eligibility which may vary program to program.

Eligibility is determined by the quarter grades immediately preceding the beginning of the season of sport. All incoming freshmen are eligible for the fall quarter. Stricter standards may apply for sports participation in order to comply with CIF rules.

To be eligible to participate, a student must be enrolled in a DCS program. Students in the Desert Christian Home Education Program (DCHEP must apply for acceptance to the high school and be accepted before they may

participate in extracurricular activities, including tryouts for athletic teams. DCHEP students must abide by all handbook guidelines, including but not limited to, dress code and personal hygiene requirements.

The administrator may remove students whose grades drop significantly during the course of a season or activity from participation. Criteria such as "progress reports" and reports from teachers will be used to determine if a student should continue to participate.

Any student-athlete who has transferred from one high school to Desert Christian must complete an athletic transfer eligibility process through the Athletic Department, to deem whether the student is eligible to participate on the varsity level. The CIF-SS has the final say on whether a student is eligible to participate on the varsity level.

If you are a transfer student, please contact the Athletic Director, Rachel Edwards, at redwards@desertchristian.com.

RESTRICTIONS FOR INELIGIBILITY

Students ruled ineligible because of grades or behavior are restricted by the following policies:

- If a student is ineligible at the beginning of an activity, they may not try out, practice, or in any way participate in the activity.
- If a student becomes ineligible during a season of his sport or activity they will be excluded from participation for the duration of the season.
- A student's eligibility will be determined at the end of each quarter.

REGULATIONS FOR EXTRACURRICULAR ACTIVITIES

The following are general rules governing extracurricular activities that are applicable to all students, whether they are participant or spectator.

- A student's participation in any extracurricular activity is based on a full day's (a full day is considered the number of

classes that a student has been assigned each day attendance) with the exception of dental and doctor appointments, in which case the student must still be in attendance more than half of that day (four periods on Monday, three periods on Tuesday and Thursday, and two periods on Wednesday and Friday. Clubs, Chapels, and breaks do not count towards these totals). A doctor's note must be provided. Parents are requested to make doctor and dentist appointments on non-game days.

- All activities are under the supervision of the school, and students are expected to be as responsible and cooperative at an activity as they are in the classroom.
- The school dress code (relating to modesty, neatness, and appropriateness) applies to extracurricular activities unless specific exceptions are announced.
- Team members or participants must use school transportation unless other means have been specifically authorized by the administration. School insurance only covers students when they are traveling in school-authorized vehicles.
- Participation in CIF sports may earn P.E. credit at five units per completed season of sport.

VARSITY AWARD LETTERS

ACADEMICS:

Students who are in 10th, 11th, and 12th grade who are on the Principal's List and qualify for membership in the California Scholarship Federation (CSF) are eligible to receive an academic letter for a varsity jacket.

VARSITY SPORTS:

Varsity athletes must participate in a minimum of half the team's games, matches, or events. Letters are awarded per season, per sport.

- Athlete
- Manager
- Mascots (three seasons)

SELECTIVE CLASSES/CLUBS:

Students may letter in the following activities if a student has 90% participation over two years. This includes practice/class time as well as outside of practice/class games, events, competitions, and performances.

- Leadership (SALT)
- Mathletes
- Music (Choir, Band, Drumline)
- Robotics
- Theater Arts
- Worship Team
- Yearbook

PROGRAM GOALS

- Offer a variety of clubs and activities that will enable all DCHS students to be involved in a supervised program.
- Disciple students who are involved to more effectively use their interests and gifts to bring glory to God.
- Provide beneficial services to the school and community.
- Create within the student a sense of identity and belonging to their school.
- Provide the opportunity to earn a Desert Christian Varsity Letter.
- Provide the opportunity for students to develop meaningful friendships and memories that will last a lifetime.

STRUCTURE OF CLUBS

Each year we offer clubs. Clubs are held Friday from 1:35-2:20 p.m. during school hours and are mandatory. A club fair is held to help students choose clubs. Some clubs may have a size limit. Students may not change clubs after two weeks of clubs beginning. Recent and typical clubs are robotics, mathletes, classic movies, gaming, hospitality, drumline, volleyball, academic seminar, and more.

WORK PERMITS

DCHS, in compliance with California law, issues work permits to our students. Permits may be issued if a student has at least a 2.0 GPA in the most recent quarter. California law requires that students must not attend work on days they are absent from school. Working students are advised to read their work permit carefully. Work permits can be obtained in the high school office.

Work permit may be revoked if student falls to academic probation.

ATHLETICS

Athletics is one of the many programs at DCHS designed to supplement a student's educational experience, giving them more opportunities to bring glory to our Creator through athletic achievement.

Our coaches and staff believe that our Christian student athletes are just that, primarily, Christ followers, then scholarly students and finally sports team members. We remain committed to clear and concise communication of expectations and values so that these three attributes can be emphasized and developed in each individual athlete.

This handbook contains the philosophies, policies and guidelines which govern the Desert Christian Athletic Program, as well as League and CIF regulations.

We ask each athlete and parent/guardian to review this handbook annually.

PURPOSE OF THE ATHLETIC PROGRAM

The purpose of the Desert Christian High School Athletic Program is to enhance the school's overall mission:

To develop the minds and character of students to bring direction to their lives and leadership to their communities.

To do so, we seek to provide students with the opportunity to compete in a variety of interscholastic sports. The Athletic Department believes students should be trained to honor and glorify God and be challenged to strive for excellence as they live purposefully and intelligently in the service of God and man. The cornerstone of the Athletics Program is team sports, built in a framework that acknowledges the primary importance of academics as well as the need for other co-curricular programs. Therefore, the merits of athletics lie in:

- Building Christ-like character and developing servant-leadership skills while cultivating the physical and mental development and discipline requisite in participating successfully in athletics;
- Preparing students for the opportunity to influence their peers, family and community for a relationship with Jesus Christ;
- Committing to a team above one's self and working together as part of a team with shared goals and objectives as a basis for developing lifetime skills;
- Understanding goal setting and the importance of a strong work ethic. Additionally, learning skills and strategies for how to prepare and train for competition, and how to compete in athletic contests.

Desert Christian seeks to develop young men and women who excel in all areas of life, including athletics. Being an athlete does not simply mean wearing a uniform and attending practices and games. Being a member of a team means committing yourself to a common goal. It means giving 100% all the time. Desert Christian athletes are a representative of their team, their school, and, most importantly, God. Therefore, we believe athletics should encourage the positive attributes of sportsmanship, teamwork, commitment,

dependability, selflessness, loyalty, good work ethic, and self-discipline.

PHILOSOPHY OF ATHLETICS STATEMENT

Athletics from a Christian perspective should have several distinct characteristics that when followed allow us as coaches, athletes, and supporters to bring glory to God. These are the six (6) distinctives statements:

- Athletics is a part of the whole person, not a separate part.
- Our primary goal is to elevate the reputation of Jesus Christ.
- Athletics is a vehicle to educate the whole person.
- A person's personhood and performance should not be linked together.
- Allow God to grant victory or defeat.
- As authorities established by God, umpires and officials receive our honor and respect.

These distinctives are expounded in a short reader. If you would like more information on these distinctives, please contact the Athletics Department.

These distinctives must be evident in the manner in which games and practices are conducted. We will always seek to be the best we can athletically however, glorifying and honoring our Savior is the highest goal.

GOALS OF THE ATHLETIC PROGRAM

- To develop and maintain an environment that promotes Christ-like character, sportsmanship, compliance with governing bodies and athletic diversity in the sports programs offered.

- To provide student-athletes with high-quality athletic and social experiences.
- To enrich the lives of athletes during their four years of high school.
- To achieve competitive success in every program.
- To increase operating efficiencies as a co-curricular program of Desert Christian.
- To provide quality leadership and management.
- To cultivate an environment that prepares athletes to compete at the next level.

ATHLETICS PARTICIPATION POLICIES AND PROCEDURES

SPORTSMANSHIP AND CONDUCT GUIDELINES

Being a Desert Christian athlete is a choice and thereby a privilege. Student-athletes shall conduct themselves in a way that brings positive recognition to God, our school, their team, their sport and themselves. Being a student-athlete is an opportunity to evangelize. How we conduct ourselves can have a profound impact on those around us. Desert Christian athletes will conduct themselves in a way that brings glory to God, exemplifies our values and adheres to stated school rules. This is true both on and off the court/field. Athletes are expected to behave at all times with consideration for others. This includes on social media.

Coaches and players will make every effort to exhibit godly character and uphold the core values by respecting their teammates and opponents and by submitting to the authority of the officials and their coaches. Any deviation from such behavior may result in disciplinary action including, but not limited to, suspension from the team at the discretion of the Principal, Vice-Principal, Athletic Director and/or Coach.

Any student-athlete suspended from school will not be allowed to participate in sports until approved by the Principal and Athletic Director.

Parents and students alike should always treat officials with respect. It is the responsibility of coaches to discuss rules and/or interpretation of rules as it relates to their team. Parents and students should refrain from taunting and berating officials with sarcasm or anything that could be perceived as disrespectful. Those who fail to follow these guidelines may be asked to leave the event and are subject to disciplinary action by CIF and/or the school. Officials can eject players, coaches and fans as they deem necessary.

During home contests, we serve as hosts to the visiting team, its students, and spectators. They are our guests, and they should be treated accordingly. At away contests, we are expected to act as invited guests. We will treat the home school's personnel and facilities with respect and care. This includes following all traffic and parking guidelines.

ELIGIBILITY

The privilege of participating in DCHS athletics is contingent on meeting eligibility requirements related to academics, behavior, and school attendance. As a member school of California Interscholastic Federation Southern Section, we adhere to its governance as well as our school standards related to eligibility. See the DCHS Handbook for detailed eligibility information.

ACADEMIC AND BEHAVIORAL ELIGIBILITY

Students must maintain a minimum 2.0 grade point average. Grades will be reviewed each quarter and students falling below this will be ineligible until the next quarter's grades are published and only if the GPA rises above a 2.0. Students

receiving one failing grade (F) in any subject will only be allowed to participate with parent approval. This approval includes signing a 1-F Contract through the academic counseling office, in which the parent and student agree to raise the failing grade by the next grading period. 4th quarter grades determine eligibility for Fall sports and can affect an athlete's ability to tryout or train over the summer. Additionally, summer school may affect eligibility.

Incoming 9th graders are considered eligible no matter their GPA when entering high school, however, those whose GPA is below 2.0 will be placed on academic probation and must raise their GPA to a 2.0 minimum by the end of the first quarter. They will be placed on an academic contract with the Academic Counsellor who will work with them to ensure success.

Students may be pulled from participation on athletic teams for academic or behavioral reasons at the discretion of the administration. Referrals may be issued by coaches just as teachers or school staff would during school hours because athletics follows all school guidelines. Athletes ejected from a game/contest are not eligible to play the following game and must complete CIF protocols before returning to play. More than one ejection can result in ineligibility for the remainder of the current season and the following season. See the DCHS Handbook for information for all other discipline and conduct standards.

TRANSFER ELIGIBILITY

Each high school student is eligible for 8 consecutive semesters, regardless of enrollment or academic eligibility status. Any student who transfers from another high school into DCHS must complete the CIF transfer eligibility process to determine eligibility. This may require a sit out period

or limited eligibility depending on the reason for the transfer.

Please notify the high school registrar during the enrollment process if you intend to participate in athletics so this process can be completed as soon as possible. The process can take up to a week or more. The Athletic Department processes all transfers in conjunction with CIF personnel and the transfer eligible MUST be established before a transfer student participates in any team contest.

ATTENDANCE ELIGIBILITY AND EXPECTATION

Athletes are required to attend *more than half* of their class periods to be eligible for participation in that day's team events (More than half is defined as 4 periods on Monday, 3 periods on Tuesday and Thursday, and 2 periods on Wednesday and Friday. Clubs, Chapel, and breaks do not count towards these totals). The only exception is for dental or doctor appointments. A doctor's note must be provided to excuse the absence.

ALL practices, team competitions, and team events are mandatory unless otherwise specified by the coach. Athletes are expected to attend and arrive on time for all team events, practices and games. Athletes may be held out of part or all of the next contest for any unexcused absence. Coaches may have other practice attendance expectations that they communicate to the team and/or parents. The cadence and frequency of practices and additional practice expectations are the coach's discretion. Expect to practice/compete during school breaks, holidays, etc. unless otherwise noted. Family trips and special events should be approved at least one week in advance, but are to be avoided during the sports season as much as possible. If an unexpected absence is unavoidable, the athlete will

contact their coach before missing or in the case of an emergency, as soon as possible after. Communication between the coach and parents is essential to avoid unexcused absences and misunderstandings.

Students are required to be picked up from practice promptly. Coaches will communicate an ending time for practice. Parents who are late picking up their students will be charged \$1 a minute, payable to the coach upon arrival. Students should not be loitering before or after practice whether on campus or offsite.

DESERT CHRISTIAN HOME EDUCATION PROGRAM (DCHEP) STUDENT PARTICIPATION

Students enrolled in Desert Christian's Home School Program are welcome to take part in sports teams offered by the athletic department. They are held to the same standards of commitment to academics and behavior as the High School. As such, all DCHPEP students must be interviewed by the AD for approval before participation in athletics. For details on this process, contact the Home School Director at 661-948-5071.

DCHEP students must abide by all DCHS handbook guidelines (including personal grooming and dress code) while participating in DCHS athletics. Because DCHPEP students are not regularly on campus, a greater responsibility falls to them for acquiring and focusing on team communication.

TRYOUTS, EVALUATIONS AND TEAM PLACEMENT

When necessary, coaches may conduct tryouts and/or evaluations to determine team placement. Being cleared for athletics does not guarantee placement on a team. Failure to attend a try-out may result in placement on a lower-level team (i.e. JV) or not making the team at all. Each year teams

are built at the discretion of the coach. A player is not guaranteed their spot on a team from the previous year. If deemed necessary, coaches may move players between the teams during the season as an evaluative tool when determining growth and team needs. In some cases, JV players may be invited to play up on the varsity team for playoffs.

PLAYING TIME

Coaches use discernment and take into consideration team dynamics, game situations, and player development in determining playing time. High school athletics is a competitive environment as much as it is a developmental environment. Equal playing time is not the goal; neither is playing every athlete every game. Seniors are not guaranteed more playing time. Ultimately playing time is the coach's discretion. Parents can seek understanding regarding their student-athlete's playing time respectfully and outside the immediate situation in question by emailing the coach directly.

Athletes should focus on excellence in execution. Players should understand the team's first philosophy. Each coach will bring a balanced approach and will take into consideration knowledge, ability, attitude, conduct, and safety when making these decisions. Athletes should not assume playing time-based on roles from previous seasons or on their grade level.

Post-season play may result in limited playing time. This is based on the increased competitive nature of these contests.

VARSITY LETTERING

Any athlete who completes a season on a varsity team and completes the requirements of that team in terms of attendance, participation, team scoring (Cross Country & Track) and coach expectations, will receive a DC Varsity Letter and either a sports emblem (1st year) or service bar

(subsequent years). These can be displayed on a letterman's jacket.

Any athlete who earns their varsity letter may purchase a letterman jacket through the approved school vendors. School guidelines for the letterman jacket must be followed to be able to wear the jacket as DCHS outerwear at school. Letterman Jacket guidelines are available through the Athletics Department.

If an athlete cannot complete the season because of illness or injury, they may be granted a varsity letter at the discretion of the athletic director. The injured player is expected to stay involved in the team to the best of their ability. They must maintain behavioral and academic standing.

GRADING CRITERIA

Participation on a DCHS Athletics team helps fulfill the high school graduation requirement for PE credit. As such, student-athletes earn a letter grade by completing the sports team season. The grade is based on attendance, commitment, attitude, character, and coachability. As is the case with class time, attendance at practice and games/team competitions is mandatory. Grades are issued at the quarter mark.

Students are learning the value of commitment and follow through so it is not advisable for them to quit for any reason. They may be deemed ineligible to play a sport in the same season and/or the following season if they do not finish the season (this will be determined by administrative decision). Quitting is the last resort and effort will be made to avoid this outcome as this will adversely affect the athlete's credibility and the whole team suffers. Exceptions will only be granted for family emergencies or health-related issues as determined with administration oversight. In all cases, there will be no refund of the sports fee, no letter grade

given, no attending team awards events, and no varsity letter earned.

ATHLETIC CLEARANCE AND SPORTS FEES

Student athletes must be cleared every school year online at HomeCampus.com; this process includes submission of the following: Student and parent information, medical and emergency information, signed waivers and agreements, current forms on file (Transportation Agreement, Medical Release Form). Athletes cannot participate in any team activity, including tryouts, until this process is complete.

Any athlete not cleared by the close of the online clearance period may be placed on a waitlist. Wait listed players will be allowed to participate only at the discretion of the athletic director. If a roster fills up before the projected close of the online clearance period, the athletic department will automatically close the online portal or wait list players.

The school may discontinue or offer sports from one given year to the next. These decisions are based on interest, availability of facilities, financial sustainability, and the availability of coaches. Decisions will be made season-by-season and team-by-team.

A Sports Fee helps cover the costs associated with DCHS Athletics. This fee will be applied to student billing at the beginning of each season once teams are set. This fee is due within 10 days of billing. Failure to pay on time will result in a \$50 late fee and possible loss of playing time. This fee is non-refundable after the first contest is completed regardless of the student-athlete's participation.

UNIFORMS AND DRESS CODE

All provided uniforms and equipment are the property of DCHS. Uniforms and equipment will be maintained in good condition. At the end of the season all

issued items will be returned in the condition they were issued. Uniforms and equipment must be returned within two weeks of the end of the season. The student's FACTS account will be billed for damaged, lost, or unreturned uniforms. New uniforms are purchased after the 4th year of use and handed down to JV if applicable. All uniforms must conform to NFHS and CIF regulations.

Athletes may wear a team shirt or game jersey to school on game days only, and only if allowed by the coach (teams with sleeveless jerseys are required to wear an undershirt). All other school dress code requirements are to be followed. Athletes may not wear sweats, warmup pants, or game shorts on game days, except when allowed to change for the game at lunch. Team shirts must be royal, black, or white or a combination of the three. They must have a DC or Knighthead logo, at least 2" if on the front and/or at least 4" if on the back. These guidelines are to be followed for any outerwear such as team sweatshirts as well. Team outerwear may be worn to school like other DCHS outerwear on non-game days. Coaches may determine additional athlete attire for game days (such as dressing up) but all dress code guidelines must be followed.

Coaches will establish practice attire guidelines and respect and follow school standards. Some additional guidelines include the following: Girls may not wear Nike Pro/yoga type spandex shorts or pants alone. Athletes must wear athletic shorts of an appropriate length and that are not form fitting. No spaghetti strap type shirts or crop tops may be worn. Shirts must be worn at all times (gentlemen and ladies). Cheer may wear yoga type pants/leggings for stunting practice.

SPIRIT WEAR GUIDELINES

Spirit Wear is optional for teams and is determined in conjunction with the coach, the athletic director, and the team parent(s). All items will be purchased by the parents through the school approved vendor (BSN) or on their own through a local vender approved by the coach.

For spirit wear to be approved for school use, all items must be royal, black, white, or a combination of the three. They must have a DC or Knighthead logo somewhere on them. For clothing, the log must be at least 2" if on the front and/or at least 4" if on the back. Team sweatshirts may be worn to school like other DCHS outerwear on non-game days. Dress code guidelines still apply to all spirit wear.

OUTSIDE ACTIVITIES AND MULTIPLE SPORTS TEAMS

At Desert Christian, we encourage our students to get the most out of their high school experience. This includes participation in as many teams and activities as possible. We also know that making too many commitments to too many activities can increase the rate of anxiety and burnout. We highly recommend fully counting the cost before committing to any team or extra-curricular activity. Other activities outside of DCHS like jobs, church commitments, club teams, etc., must also be considered as factors in one's ability to fully commit to the requirements of being a member of a DCHS athletic team.

In general, athletes may not participate in more than one DCHS sport per season. An athlete may compete for an additional DCHS team during the same season under very special circumstances-and only with parent, coach, and athletic director approval-this is a very rare exception and by no means advisable under most circumstances.

SCHEDULING

Game and practice schedules are put together in advance of the season as much as possible. These schedules are given out either at the interest meeting or at the beginning of the season. Changes to the schedule are inevitable. Flexibility and communication are key when change is necessary. Anytime a change in the schedule is necessary, coaches will notify the team.

There will be times periodically where all athletic teams will have blackouts days/times for school-wide events or activities. On these days/times, efforts are made to reschedule or change games, and cancel or shorten practices as needed.

The gym is a high demand practice location. The gym schedule is set up based on the needs of all teams and school events and activities. Special care is taken to help mitigate the needs of all. That may mean later practice times during planned heavy use. In general, the team furthest along in their season will take priority for gym scheduling above other teams and programs.

RESOLVING SCHEDULE CONFLICTS

Every effort is made to minimize scheduling conflicts but sometimes it is unavoidable. When conflicts arise, the following guiding principles help resolve the conflicts.

When there is conflict between two teams, priority is always given to the team that is further along in its season. For example, post-season play is of a higher priority than preseason practice. Specific preparation for concerts or performances is akin to practice and as it nears the performance it is treated like post season. The principal and the athletic director will resolve impasses.

Performances and games trump practice, rehearsals, and meetings. Auditions and

try-outs (although technically off-season) may require special accommodation.

If two school-based programs conflict, the following guidelines will be followed:

- Teachers, coaches, and administrators will work together to reduce scheduling conflicts.
- Students will be given clear attendance expectations from the onset.
- Students will manage their commitments. Students must initiate communication with teachers and coaches before committing.
- Upon becoming aware of a conflict, teachers, coaches, and administrators will work to determine which activity the student will participate in or how to minimize the conflict.

Primary roles trump secondary roles. A primary role is an essential role; a secondary role is a supporting role. An understudy or a third-string player is supporting. Academic team commitments, such as SALT, are comparable to arts and athletic program commitments. Clubs and societies defer to all other school commitments.

The student or parent must make any individual exception requests to the athletic director. The coach must make requests to athletic director for team related exceptions.

EARLY DISMISSAL FOR GAMES

Students are required to complete all class work missed because of athletic events. It is the students' responsibility to communicate with their teacher. Any missed test or quiz will have to be made up either before leaving for the game/event or the next time that student has the class. If the teacher chooses to extend deadlines or allow an extension for retaking tests, that is up to them.

Scheduled dismissal and departure times are designed to minimize the disruption to class and the amount of class time missed. Students may not be signed out before the scheduled dismissal time. The athletic director will make the final determination regarding dismissal time if a need to change these times is determined.

TRANSPORTATION AND TRAVEL

For a traveling distance or more than 25 miles from Desert Christian High School, a school bus or vehicle will transport teams when available. If there is no bus or vans available DCS-approved parent volunteer drivers may transport athletes (gas reimbursement is not provided). Parents can also drive their student if there are no approved drivers and only if the coach is aware and has approved of this arrangement. Athletes may only travel in approved DCHS vehicles or with their parent/guardians. Failure to adhere to this may result in the athlete sitting out the next game.

For a traveling distance of less than 25 miles, athletes may drive themselves to games and practices with parental consent and an updated Transportation Agreement Form on file. When traveling to and from games and practice students will abide by school behavioral rules. Athletes may transport others only if that athlete's Transportation Agreement notes that the parent/guardian has granted permission.

SEVERE/INCLEMENT WEATHER

Games and practices may be cancelled when weather is too severe or inclement and deemed unsafe for all involved. These decisions are made in conjunction with the athletic director, game officials, and by those in charge of the field or facility. Make-up games will be scheduled when possible.

When the outdoor temperature is over 104 degrees, coaches who practice outdoors will institute safe practice protocols. These may include, moving indoors and/or frequent breaks. Adequate water breaks will be made available. Athletes must provide their own water.

Common weather conditions such as rain, wind, high heat and cold are encountered in outdoor sports and are not a reason for canceling activities outright. Please be advised that some sports are classified as "all weather" and therefore cancellation may be less likely. Please plan accordingly for the weather and do not assume practice or contests are canceled even if the weather is unfavorable. Coaches will hold an alternate practice indoors when possible, such as watching game footage, strategy sessions or other indoor team activities.

TEAM AWARDS EVENTS

Teams will have an end-of-the-season team awards event. These are not elaborate banquets but simple gatherings to celebrate the season and the growth and development shown by each athlete. The head coach and a designated team parent will establish a budget and the athletic director shall approve it before spending funds. Receipts will be required for all reimbursements.

The athletic department will provide the following: participation certificates for each team member, three individual award plaques such as Most Valuable Player (MVP), Coach's Award and Most Improved Player (MIP), individual character awards certificates (upon request), All-League certificates, and GPA certificates (upon request). If the team makes playoffs, additional awards and certificates may be earned. Any additional awards are up to the coach to decide and purchase from

team funds. All-League patches are available for individual purchase as well.

FUNDRAISING

Desert Christian Schools will provide for the basic needs of equipment and uniforms. Teams may have additional expenditures that are not covered. Examples of these additional expenditures are: camps, team shirts or spirit wear, warm-ups, team bonding expenses, team awards event, senior night, and equipment/expenses that is not budgeted. Teams are allowed up to two fundraisers to raise money for these additional expenditures. An account for each team will be kept at the high school to maintain such funds.

No expenditure of fundraising money will be allowed without being approved by the athletic director before the purchase. Each coach should designate a parent to coordinate these activities and who will communicate with the coach and athletic director. The coach or parent representative will provide the athletic director with an invoice or proposed budget for all proposed purchases. Purchases made without preapproval will not be reimbursed.

The athletic director, principal, and fund development director shall approve all fundraisers.

MUSIC

To uphold the purpose and mission of Desert Christian High School, only Christian music will be played at athletic events. This guideline extends to practices and games, walk-up music, playlists for warm-ups, halftime routines, and any other places where music is a part of the athletics experience. Many contemporary pop culture songs contain lyrics and subject matter that contradicts the purpose and plan for God's people. We are not saying all secular music is bad. We are simply trying to land on a one-size-

fits-all approach to make it simple and easy to maintain.

The only exceptions to this guideline extend to songs with a specific purpose such as the National Anthem, an accompaniment for a cheer routine that has been pre-screened, or a song without lyrics such as classical music or instrumental music. For all other song questions, coaches will make those final decisions.

COACH-PARENTS COMMUNICATION

At the start of each season, coaches will hold a parent meeting. They will explain their expectations for players and families alike. They will review the team rules and athletic department guidelines. This is also the opportunity to designate a team parent(s) to coordinate fundraising and other team activities.

Coaches should communicate with athletes and parents throughout the season. They should provide them with an anticipated game and practice schedule in writing. Coaches should be providing weekly updates on schedule changes and other pertinent information.

COACH-ATHLETE COMMUNICATION

All communication will be open between coaches, students, parents, and the school administration. There are no secrets between coaches and athletes. To maintain an environment of transparency, coaches are not to maintain private text conversations with players. As much as possible, all player communication should be done through email or a group messaging app. Coaches are mandatory reporters and any information about possible physical abuse, sexual abuse or neglect should be reported to a school administrator.

The following documents must be signed and completed to participate in any athletics:

- Appendix A: CIF Code of Ethics (signed online at HomeCampus.com)
- Appendix B: Student-Athlete Agreement (see Athletics Director)
- Appendix C: Parental Agreement (see Athletics Director)

A stand-alone copy of the DCHS Athletics Handbook can be obtained from the Athletics Director.