

GENERAL INFORMATION

MISSION STATEMENT

The mission of Evangelical Christian School is to provide the Christian family with a Christ-centered, biblically-directed education which challenges students to know the Lord Jesus Christ and to develop the vision and practice of excellence in academics, character, leadership, and service to others.

UPPER SCHOOL ADMINISTRATION AND STAFF

Head of Upper School/Dean of Students – Braxton Brady

Assistant to the Head of Upper School – Jana Johnson

Upper School Attendance Secretary – Mindy Tansey

Athletic Director – Jonas Rodriguez

Assistant to the Upper School Athletic Director – Janie Peeler

College Admissions and Guidance Counselor – Rebecca LeTellier

Guidance Counselor – Dona Welch

ARC Administrative Assistant – Allison Thetford

SCHOOL HOURS are from 7:40 a.m. until 2:40 p.m.

CHAPEL

Weekly chapel services will be held on Mondays. Parents are welcome to attend.

CONTACTING FACULTY AND ADMINISTRATORS

Faculty and administrators are willing and available to assist students and parents with their needs and concerns and will make time in their schedule to accommodate them. Such requests should be made during normal school hours. After or before school hours, a message can be left on the school voicemail or the teacher's email. Every effort will be made to respond within 24 hours of the message. Only in cases of *actual* emergencies should faculty or administrators be contacted at home or outside school hours.

EMERGENCY CLOSING OF SCHOOL

In case of bad weather, ECS will announce an emergency closing of school through the ***Power Announcement Alert System***. ECS will not necessarily follow other private schools, the Municipal Schools or the Shelby County Schools regarding closings. Unless the announcement is made that ECS is closed, parents and students will assume school is open. Grades K-12 on all campuses will be included in such an announcement. When a decision concerning a closing is made, an announcement will be issued via email, voicemail, and/or text. An announcement will also appear on the ECS website.

Medications

Parents must complete the Medication Release form (available online) for their student to be able to take over-the-counter medication (e.g., acetaminophen, ibuprofen) at school. Parents must notify the office in writing regarding student use of any prescription medications on campus during the school day.

Illnesses during School Hours

Students who become ill during the school day should report to the office. The attendance secretary will call a parent to come for the student as necessary. Parents should come to the office to check their child out. Parents may send an emergency contact (friend or relative) to sign out the sick student.

LEAVING CAMPUS DURING SCHOOL HOURS

Students are not permitted to leave campus during the normal school hours of 7:40 am – 2:40 pm without parental/principal permission. If personal items, textbooks or homework are left at home or elsewhere, arrangements should be made for the delivery of these items to the school office. If a student is requested or needed to run an errand for official school business, the student must have advance written permission from a parent or legal guardian. Students leaving campus without school permission will be considered truant.

LUNCH PROGRAM

During lunch periods, hot meals, hot and cold sandwiches, pizza, salads, and other items may be purchased from Piccadilly Services in the cafeteria. Students may also bring lunch from home. Each student will have a **MyKidsSpending** account in which parents view and fund student's cafeteria account. From this website (www.mykidsspending.com/ECS.aspx) you will be able to fund your student's debit account, see your student's balance, as well as what is being purchased. Students are not allowed to maintain negative balances in their accounts, and they may not "charge" food purchases. There will NOT be a CASH line in the cafeteria so each student must have an account funded via the **MyKidsSpending** account in order to purchase lunch. Information concerning the food service is mailed during the summer.

Lunches, drinks or snacks must be consumed only in the cafeteria. No eating or drinking should occur in classrooms or hallways without specific permission. Students are not allowed to order food in or have food delivered to the campus during the school day without permission from the administration.

MOTOR VEHICLES AND PARKING

Students who wish to drive to school must complete the online Student Parking Form located on the Upper School webpage. Permits to park costs \$55 for the full year and \$27.50 at the beginning of the second semester. Permits must be attached to the vehicle at all times. Fines of \$15 will be assessed for each parking violation. If a student needs to drive a vehicle only for special events or emergencies, a sign-in sheet is available in the office for the student to register the vehicle each day it is driven on campus. Students who receive a driver's license during the school year must complete the online Student Parking Form prior to parking on campus. ECS assumes no responsibility for theft or damage to vehicles while they are parked or driven on campus.

STUDENT ORGANIZATIONS/CLUBS

Bass Fishing
Best Buddies
Chapel Praise Team
Honor Council
Key Club
Knowledge Bowl
Latin Club
LOOP
National Honor Society
Model UN
Mu Alpha Theta
Spanish Club
Student Council
Student Leadership Institute (SLI)
Students Working for the Advancement of Technology (SWAT)
Thespian Society
Trap Shoot Club
Youth in Government
Wilson Society