

# Junior High tiger success guide 2015

## CONTACTS

Principal	Shari Smith, smith@trinitychristianschool.com
Academic Dean	Dr. Camille Gray email: cgray@trinitychristianschool.com (academic inquiries)
Administrative Asst.	Neisha Byrd, nbyrd@trinitychristianschool.com, 469-523-2850, (inquiries)
Asst. Principal	Troy Williams, twilliams@trinitychristianschool.com (JH & discipline)
Athletics Asst	Jessica Binkley, jbinkley@trinitychristianschool.com (athletic inquiries)
Registrar	Rhonda Parker, rparker@trinitychristianschool.com (admissions)
Attendance	Annie Donovan, adonovan@trinitychristianschool.com, 972-291-2505 (absences)
Accountant	Jennie Ayers: JLAyers@trinitychristianschool.com (billing)

## CLASS ADVISORS

SIXTH GRADE	Mrs. Janet Veracruz and Mr. Foster
SEVENTH GRADE	Ms. Amy Jackson and Mr. Glenn Young
EIGHTH GRADE	Ms. Lara Jurik and Mr. Scott Yandik
NJHS	Ms. Lara Jurik
STUDENT COUNCIL	Ms. Amy Jackson

## PARENT & STUDENT HANDBOOK

The parent and student handbook is on the TCS website under the upper school tab.

## WEEKLY SCHEDULE

- School is from 8:00 am – 3:15 pm each day. Classes Monday and Thursday will be periods 1 – 4. Tuesday and Friday will be periods 5 – 8. Wednesday is 1 – 8 with chapel in the mornings.
- Students are allowed in the building 7:30 – 3:30 each day. Junior students who have not been picked up by 3:30 will be escorted to room in 214 until you arrive.
- Those who must stay passed 4:00 pm need to contact Jennie Ayers to set up your after care payments. The Aftercare Handbook and information is available on the trinitychristianschool.com website under the Upper School Tab.
- Before school care is also offered if you need to drop off your JH student between 7:00 and 7:30.

## JUNIOR HIGH STUDENTS AFTERCARE

Sixth – eighth grade students must be picked up after school by 3:30. From 3:30 – 4:00 complementary aftercare is available. You will need to retrieve your student from room 208. Aftercare charges and programs are available from 4:00 – 6:00 daily. Set up your account through Jennie Ayers. You can also access the aftercare policies and information from the TCS website.

## JUNIOR HIGH DROP OFF AND PICK UP

Junior high students may be dropped off and picked up in the front of the school building. Communicate with your student when your expectations.

## DINING HALL AND LUNCHES

Junior High Lunch: Monday, Tuesday, Thursday and Friday: 11:05 – 11:55; Wednesday: 12:25 – 1:05  
Italia Express is the independent provider of hot lunches at TCS.

- Students may purchase lunch cards through them before school and during lunch time.
- Write the owner's name on the card and take a picture of the back of the card. If it is ever misplaced, you will be able to contact Italia Express and they will help you get a new card and transfer the balance.

Microwaves are also available in the dining hall.

NOTE: Only relatives of students may bring food to a student or come have lunch with him/her. Students must eat during their regularly scheduled lunch time.

## UNIFORMS

[www.absoluteuniform.com](http://www.absoluteuniform.com)

1126 S Cedar Ridge Dr Suite 102, Duncanville, TX 75137

(972) 572-9191

Open today · 9:00 am – 12:30 pm, 2:00 – 6:00 pm

## PE UNIFORMS

All junior high students will have PE/athletics.

**Boys** dress out for PE Monday and Thursday at 8:00 am. They must be in a PE uniform for class unless their coaches instruct them to wear practice uniforms.

Girls dress out for PE Tuesday and Friday at 8:00 am. They also must be in a PE uniform for class unless their coaches instruct them to wear practice uniforms.

PE Uniforms consist of a T-shirt and shorts purchased at Absolute Uniform. Sweat shirts and pants are also available for winter months if students prefer.

## UPPER SCHOOL SPIRIT FRIDAY!

### SPIRIT WEAR FRIDAYS

Spirit Wear is approved to wear on Fridays only. Should students choose not to participate, usual uniform standards apply.

#### Spirit Wear Shirt Guidelines

1. All spirit shirts must be predominantly TCS colors (shirt colors must be royal blue, black, grey, or white) and must be official shirts from the school uniform store or sold by the school.
2. Spirit Wear that is available for purchase through various approved school organizations.
3. Explicit Ministries 2015 blue and white nationals t-shirt

#### Spirit Wear Jeans Guidelines

1. Jeans must be blue, black, white, or grey and should not have excessive patterns
2. Jeans must fit appropriately and have not holes or the appearance of holes

## FIRST TERM CALENDAR

August 21	Tablet contracts and handbook forms due
September 1	Student Council Candidate packets available - upper school office & Ms. Jackson
September 2	Picture Day! (wear uniform and bring order forms)
September 4	Student Council candidate forms due to Mrs. Jackson
September 11	Student Council Elections
September 15	Deposit due for NY Missions Trip (\$200)
September 14-18	Spiritual Emphasis Week
September 18	Plunge Party (baptism party at Legacy Park) starting around 11:30 am
September 21	Progress Reports emailed
October 1-16	Fall Fundraiser!
October 12-16	Homecoming Week!
October 16	End of Term

## DATES OF NOTE

November 18	Spelling Bee
November 20	Thanksgiving Feast (tentative)
March 7 & 8	Science Fair (tentative)
April 18 – 22	New York Missions Trip – 8 <sup>th</sup> grade (tentative dates)

## DATA ACCESS WEBSITE

To get your schedule you will use the school database website. It also has the ability to send weekly emailed progress reports from teachers to one or both parents. In addition, you can access your child's daily assignments and grades on the internet with our Parent's Web Site!

### To access the Parent's Web Site:

- Type in the address [www.renweb.com](http://www.renweb.com).
- Click on the box that says Parent's Web Login
- Log in as follows: School ID is TCS-CH, then, **type in the E-mail address that you provided to the school.**
- Click new parent login if you have not logged into RenWeb before.
- You will be emailed a new password within 3 minutes (to the e-mail address you typed in, which must be the same e-mail address that you provided to the school).
- Go back to the first screen and type in your password to log in.
- Select "Continue"
- To access grades, click Classrooms.
- This will bring up all classes that each of your children are enrolled in at Trinity.
- Click on Homework Summary or Grade book Summary at the top for each child.
- You can also check your child's attendance and email the teachers directly from this site!

**Please call the Secondary Office if you have any questions or problems. 972-291-2505**

## ORDERING TEXTBOOKS

Sixth Grade students did not have to order textbooks. They are provided.

Students will be responsible to secure their own textbooks. Electronic books are encouraged. You can find the list of books for each class by going to the TCS website.

- Click on right side button that says order books
- Choose from your specific grade level and books.

## ABSENCES

Students need to make every effort to be in class, on time, every day. With the block scheduling, students miss way more information when they are absent. If absences are unavoidable, please send an email to [adonovan@trinitychristianschool.com](mailto:adonovan@trinitychristianschool.com) in order for the absence to be excused. You may also write a note for the student to deliver to her.

If a student must sign out for an appointment, etc., send Mrs. Donovan an email with the time you will be picking up your student. She will give him/her a note. Once you are on campus, you can sign your student out of school with her in the front office. Be sure to sign your student back into school when you return.

**Excessive Absences:** Students who miss more than 9 absences in a semester may be required to attend Saturday school to get credit for classes. Saturday school is an extra charge of \$25 each time. If your student has extenuating circumstances causing excessive absences, contact the upper school principal for a waiver.

**Tardies:** for every 3 tardies in a class, a student receives a detention. He/she may pay off the detention for \$5 or serve it.

## DETENTIONS

Detention is held every Tuesday and Thursday from 3:25 – 4:25 in various classrooms. Students who receive a detention must serve it within a week. Failure to do so results in a second detention and .5 demerits.

## TABLETS – FAQ

Tablets are Lenova Tab 2 A8

Cost to replace: \$160

Cost to replace Accessories (replacement available only as a whole set) \$63.00 (stylus, charger, case)

Students should receive them early next week provided we have the signed contract

Repairs in house are complimentary. If tablets must be repaired otherwise, cost subject to repair cost

Students will be using tablets in class from apps in the google classroom suite among others. Students will be doing more than just reading on tablets. They will be answering questions, interacting with teachers, etc.

All students must have a tablet.

Students are required to keep their tablets charged daily and to bring them to class daily.

See the Handbook Guidelines for Electronic Devices for more information.

# Trinity Christian School

## Medical Request Administration Form

Student's Name: \_\_\_\_\_ Age: \_\_\_\_\_

Condition being treated: \_\_\_\_\_

Parent's Phone Number Work: \_\_\_\_\_ Cell: \_\_\_\_\_

### Prescription medication

Prescription medication to be given as needed or on a regular or should be kept in the upper school office. The medication should be in original packaging. Be sure to include specific instructions (dosage times, amounts, etc.)

Medication	Dose	Instructions & Times	Possible Side Effects

### over the counter medication

Over the counter medication to be given as needed or on a regular or should be kept in the upper school office. The medication should be in original packaging. Be sure to include specific instructions (dosage times, amounts, etc.)

Medication	Dose	Instructions & Times	Possible Side Effects

It is the responsibility of the parents to relay this instruction to the TCS Office.  
I hereby request TCS to administer the above medication to my child.

Parent Signature: \_\_\_\_\_