



2026-2027 Family Handbook

This handbook may change over the spring and summer. All changes and updates will be sent to families via email and Dojo and a final version will be posted on the school website. Although you will not have to sign a new agreement after signing during enrollment, if you have questions or concerns about any changes, please contact Mrs. Coates



Welcome to Scofield!

Welcome to Scofield Christian School!

Our mission at Scofield is to partner with families to provide children with an academically challenging education that is well-balanced, comprehensive, and integrated with Biblical truths within a nurturing, Christ-centered environment. We see Christ in every aspect of life – He is all and is in all – and teach students to view the world with that same lens.

As a staff, we are committed to these things:

We will place Christ at the center of all we do.

And whatever you do, in word or deed, do everything in the name of the Lord Jesus, giving thanks to God the Father through him. – Colossians 3:17

So, whether you eat or drink, or whatever you do, do all to the glory of God. – 1 Corinthians 10:31

We will foster excellence, setting the bar high and expecting great results. We will learn to be resilient in failure and will never give up on one another.

Whatever you do, work heartily, as for the Lord and not for men. – Colossians 3:23

We will nurture the whole child—spiritually, academically, socially, and emotionally – as they individually need.

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

Jesus grew in wisdom and stature, and in favor with God and man. – Luke 2:52

We will be unified to collaborate with one another, families, and the church in discipling the next generation.

Make every effort to keep the unity of the Spirit through the bond of peace. – Ephesians 4:3

Therefore encourage one another and build each other up, just as in fact you are doing. – 1 Thess. 5:11

...complete my joy by being of the same mind, having the same love, being in full accord and of one mind. Do nothing from selfish ambition or conceit, but in humility count others more significant than yourselves. Let each of you look not only to his own interests, but also to the interests of others.

– Philippians 2:2-5

We can't wait to partner with you,

Meghan Coates



Meghan Coates
Head of School
MCoates@ScofieldChristian.org



What We Believe



Our Mission

SCOTFIELD CHRISTIAN SCHOOL PARTNERS WITH FAMILIES TO PROVIDE CHILDREN WITH AN ACADEMICALLY CHALLENGING EDUCATION THAT IS WELL-BALANCED, COMPREHENSIVE, AND INTEGRATED WITH BIBLICAL TRUTHS WITHIN A NURTURING, CHRIST-CENTERED ENVIRONMENT.



Ten Foundational Truths



God's Word
is True



God Loves
People



God is
Triune



God is
Always Good



God Hears
His People



God Made Everyone
and Everything



God is Always
in Charge



Jesus Saves
His People



God's People
Follow Jesus



Everyone
Needs Jesus



Ten Foundational Truths



God's Word is True

The Bible is trustworthy. We believe the Scriptures, the 66 books of the Old and New Testaments, are alone the Word of God, written by men as divinely inspired, and are therefore without error in their original writings. The Scripture is sufficient and useful for all that God requires for us to believe and do. It is the standard of what is true about God, us, and the world. Therefore, its commands are to be obeyed, its story believed, and its promises trusted. It will never pass away.

2 Timothy 3:16-17, 2 Peter 1:20-21, Psalm 19:7, Revelation 21:5, Matthew 24:35, Hebrews 4:12-14



God is Triune

God reveals Himself to us in complete unity and perfect divine community eternally as Father, Son, and Holy Spirit, with distinct personal attributes, but without division of nature, essence, or being.

Matthew 28:19, 1 Corinthians 8:6, John 14:26, John 15:26, 2 Corinthians 13:14, Matthew 3:16-17



God is Always Good

God is always perfect, just, and right, and everything He does is flawless. God never makes mistakes. God is never cruel or purposeless. He is both just and merciful. His will and His decisions are perfect. He makes all things work together for the good of those who love Him and for the glory of His Name.

Psalm 145:9, Matthew 19:17, Psalm 34:8, 1 John 4:16, James 1:17, Psalm 107:1



God is Always in Charge

God is our sovereign King. He rules solely, justly, mercifully, rightly, entirely, and perfectly and no one can wrestle control away from God.

Psalm 115:3, 1 Chronicles 29:11-12, Proverbs 16:9, Job 42:2, Isaiah 46:9-10, Proverbs 19:21, Romans 8:28



God Made Everyone and Everything

Nothing exists that was not made by God who artfully designs and sustains everything even in the midst of sin's adverse impact. Even what has been mangled in creation as a result of sin – specifically disease, distress, perpetrated evil, and decay – is loved and governed by God as He is intimately involved in the forms, functions, forces, and lifespans of everything that exists, working all things together to accomplish his purposes.

Genesis 1:1, Colossians 1:16, John 1:3, Psalm 19:1, Psalm 8:3, Romans 1:20



Ten Foundational Truths



God Loves People

God is compassionate and genuinely cares about the condition and circumstances of humanity. God has shown how He is kind, how He desires a relationship with humanity, how He is committed to never forsaking humanity, and how He is willing to sacrifice His own Son for the redemption of humanity.

John 3:16, Romans 5:8, 1 John 2:2, Ephesians 5:25, Zephaniah 3:17, 1 John 3:1, Psalm 86:15



Everyone Needs Jesus

We are helpless to save ourselves and all of us are born sinful and in need of a savior. There is no hope for salvation or eternal life outside the saving work of Jesus Christ, which is ours through faith in Him, instilled by the Holy Spirit in those drawn by the Father. All have fallen short of the glory of God. The commands of God are not and cannot be perfectly followed by any mere human being and the penalty for sin is eternal separation from God, outside the intervening work of someone perfect and divine, we are hopeless. That divine intervention came in the substitutionary death on the cross of the perfect Jesus Christ whom all humanity desperately needs.

Romans 3:23, Genesis 3:15, Romans 5:12, 1 John 1:8, Psalm 51:5, Ecclesiastes 7:20



Jesus Saves His People

Salvation is by grace alone, through faith alone, and in Jesus Christ alone. Jesus is our only hope for salvation and that salvation is not contingent on our behavior or desires but solely God's mercy which is utterly undeserved which is most clearly displayed in the suffering and death of Christ on the cross. There, Christ, who was innocent in every way, took the punishment we deserved that those who believe in Him might have eternal life through no merit of their own.

Ephesians 2:8-9, Titus 3:5, Romans 10:9-10, Acts 4:12, Acts 2:38, Mark 16:16, Romans 6:23



God Hears His People

God is attentive and responsive, and He never tires of our prayers regardless of our persistence.

Philippians 4:6, John 15:7, 1 Thessalonians 5:17, James 5:16, Jeremiah 33:3, 1 Timothy 2:1-4



God's People Follow Jesus

It is joyful to the believer to obey the commands and instructions of God as laid out in His Word and demonstrated in Christ's life. To follow Jesus is to love one God, love all people, and make disciples everywhere.

John 14:15, Acts 5:29, Isaiah 1:19, John 14:31, 1 John 3:24, Luke 11:28, Jeremiah 7:23, 2 John 1:6



Additional Deeply Held Beliefs

Additional Deeply Held Beliefs

In line with the Foundational Truths described above, with particular emphasis on male and female complementarity, we affirm the following about human sexuality, gender identity, and marriage:

Marriage

We define marriage as the permanent, exclusive, comprehensive, and conjugal "one flesh" union of one man and one woman, intrinsically ordered to procreation and establish a biological family, and in furtherance of the moral, spiritual, and public good of binding father, mother, and child. (Genesis 1:27-28, Genesis 2:18-24, Matthew 19:4-9, Mark 10:5-9, Ephesians 5:31-33). We believe that sexual acts outside marriage are prohibited as sinful. Consequently, we must resist and refrain from any and all sexual acts outside this definition of marriage - including but not limited to adultery, fornication, incest, bestiality, pornography, prostitution, voyeurism, pedophilia, exhibitionism, sodomy, polygamy, polyamory, or same-sex sexual acts.

(Exodus 20:14, Leviticus 18:7-23, Leviticus 20:10-21, Deuteronomy 5:18, Matthew 5:27-28, Matthew 15:17-19, Romans 1:26-27, 1 Corinthians 6:9-13, Galatians 5:19-21, Ephesians 4:17-19, Colossians 3:5, 1 Thessalonians 4:3-4, Hebrews 13:4)

Sexual/Gender Identity

We believe that God created mankind in His image: male (man) and female (woman), sexually different but with equal personal dignity. Consequently, we affirm their biological sex and refrain from any and all attempts to physically change, alter, or disagree with their predominant biological sex — including but not limited to elective sex-reassignment, transvestite, transgender, or non-binary gender acts or conduct. (Genesis 1:26-28, Romans 1:26-32, 1 Corinthians 6:9-11)

Sexual Orientation

We believe that God created and ordered human sexuality to the permanent, exclusive, comprehensive, and conjugal "one flesh" union of man and woman, intrinsically ordered to procreation and biological family, and in furtherance of the moral, spiritual, and public good of binding father, mother, and child. Consequently, we affirm the sexual complementarity of man and woman and desire for our school community to resist any and all same-sex sexual attractions and refrain from any and all same-sex sexual acts or conduct, that are intrinsically disordered. (Genesis 1:27, Genesis 2:24, Matthew 19:4-6, Mark 10:5-9, Romans 1:26-27, 1 Corinthians 6:9-11, Ephesians 5:25-33, Revelation 19:7-9, Revelation 21:2)

We believe that all have sinned and fall short of the glory of God and should seek redemption through confession, repentance, baptism, and faith in Jesus Christ. Consequently, Christians must welcome and treat with respect, compassion, and sensitivity all who experience same-sex attractions or confess sexually immoral acts but are committed to resisting sexual temptation, refraining from sexual immorality, and conforming their behavior to the Statement of Faith. (Matthew 11:28-30, Romans 3:23, 1 Corinthians 10:13, Ephesians 2:1-10, Hebrews 2:17-18, Hebrews 4:14-16)



Additional Deeply Held Beliefs

What We Believe

To learn more about our doctrinal foundation and theological positions, visit [Eastside's website](#), the [Baptist Faith and Message 2000](#), and the [Lausanne Covenant](#).

Since 1961, Scofield Christian School has partnered with families to provide children with an academically challenging education that is well-balanced, comprehensive, and integrated with biblical truths within a nurturing, Christ-centered environment. Through this process, we hope to equip students to be academically prepared and biblically literate, empowering them to serve God in today's changing society. As a ministry, the school reserves the right to refuse enrollment or discontinue partnership when the atmosphere or conduct within a family or the actions or stances of a student or parent opposes the beliefs of the school. This may include, but is not limited to, participating in, supporting, or affirming sexual immorality; immoral heterosexual activity, homosexual activity; bisexual activity, transgender activity, or any sexual activity outside of monogamous marriage; promoting such practices; or countering the moral principles of Scofield Christian School.

The list of doctrinal statements does not exhaust the extent of our beliefs. We believe that "all scripture is given by inspiration of God," by which we understand the whole Bible is inspired. We believe that this divine inspiration extends equally and fully to all parts of the writings. We also believe that all the Scriptures were designed for our practical instruction. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. (Mark 12:26, 36; 13:11; Luke 24:27, 44; John 5:39; Acts 1:16; 17:2-3; 18:28; 26:22-23; 28:23; Rom. 15:4; 1 Cor. 2:13; 10:11; 2 Tim. 3:16; 2 Peter 1:21)

As the School is a ministry of Eastside Community Church, Eastside Community Church is the parent organization of Scofield Christian School. The Elders of Eastside Community Church are the ultimate authority of the school. Under the oversight of the Eastside Community Church Elders, an Advisory Board directs and supervises the school while delegating the total school program to an appointed Head of School. For purposes of Scofield Christian School's faith, doctrine, practice, policy, and discipline, the Eastside Community Church Elders are the final interpretive authority on the Bible's meaning and application, relative to the church and school. For more resources related to Eastside Community Church please visit www.east-sidedallas.org.



The Nuts & Bolts



Quick Facts about Scofield



School Hours

Full Day

8:15 AM-3:30 PM

Half Day (Friday only) *Pre-K/TK only - OPTIONAL*

8:15AM-11:30AM

Building Hours

7:45AM | Doors Open
3:45PM | Carpool Ends
4:00PM | Office Closes

After School Care Hours

3:30-5:30PM

- Additional Sign-up Required
- Additional Fees Apply



Uniforms

School uniforms are purchased through Lands' End.

School Number: 900192246



Follow Us!



@SCSDallas



ScofieldChristianSchool



Contact Information



7730 Abrams Road, Dallas, TX 75231



ScofieldChristianSchool.org

Office Contact Information



214-349-6843



Office@ScofieldChristian.org

Admissions Contact Information



945-243-9089 (call or text)



Admissions@ScofieldChristian.org



2026-2027 Schedule Choices

Schedule Options	Monday	Tuesday	Wednesday	Thursday	Friday
2.5 Days					
Pre-K3 & Pre-K4	Full Day		Full Day		Half Day AM
3 Days					
Pre-K3 & Pre-K4	Full Day		Full Day		Full Day
4.5 Days					
Pre-K3, Pre-K4 TK	Full Day	Full Day	Full Day	Full Day	Half Day AM
5 Days					
Pre-K3 Pre-K4 TK	Full Day	Full Day	Full Day	Full Day	Full Day
5 Days					
Kinder - 6th Grade	Full Day	Full Day	Full Day	Full Day	Full Day

Full Day - 8:15am - 3:30pm
 Half Day AM - 8:15am - 11:30am



2026-2027 Tuition Rates

New Student Fees

- **New Student Application Fee** - \$200
(Non-Refundable Fee)
- **New Student Enrollment Fee** - \$600

Returning Student Fees

- Returning Student Reenrollment Fee - \$500

New & Returning Student Fees

- **Curriculum & Instruction Fees** *(includes consumable instructional resources, yearbook, health screenings, technology, field trips)*
 - \$300 - Pre-K3 - TK
 - \$400 - Kinder - 6th
- **Tuition Insurance** - \$100 *(waived if paying tuition in full through one-time payment)*
- **School Supplies** - \$150
- **School Resource Officer Fee** - \$450
- **Success Center Fee** *(for students who need access to specialized instructional services using an IEP, 504 plan, or outside evaluation)* - \$1500

Available Tuition Discounts

- **Payment in Full:**
 - Tuition paid in full will receive a 3% discount on base tuition and tuition insurance is waived.
- **Ministry Discount**
 - Full-time staff members at Christ-centered ministries can receive 50% off tuition for all children enrolled.
- **Sibling Discounts:**
 - 2nd Child receives 5% Sibling Discount on base tuition.
 - 3rd+ Child receives 10% Discount on base tuition.
- **FACTS Financial Aid:** Financial aid is available to qualified families through FACTS Financial Aid. Please contact the school office for additional information.

Pre-K 3	
2.5 Day - MWF, Friday PM off	\$6,750
3 Full Days - MWF	\$7,500
4.5 Days • Friday PM off	\$9,900
5 Full Days	\$10,750
Pre-K 4	
2.5 Days • Friday PM off	\$6,750
3 Full Days • MWF	\$7,500
4.5 Days • Friday PM off	\$9,900
5 Full Days	\$10,750
Transitional Kindergarten (TK)	
4.5 Days • Friday PM off	\$9,900
5 Full Days	\$10,750
Kindergarten	
5 Full Days	\$11,500
1st-6th Grade	
5 Full Days	\$14,000

**After School Care (3:30-5:30pm) is not included in tuition costs.*



2026-2027 After School Care

After School Care Schedule Options	
1 day/week	\$85/month
2 days/week	\$165/month
3 days/week	\$245/month
4 days/week	\$285/month
5 days/week	\$310/month

- ASC hours are 3:30-5:30pm.
- ASC is not available on early release days.
- ASC meets in the gym. Students participate in stations, including STEM, physical activity and the opportunity to do homework.
- All ASC sign-ups are for the full year. When choosing days of the week and number of days, please think carefully about what will work best for your schedule for the school year.
- There is no drop-in option for after school care.
- ASC program costs are based on a 37-week academic year and billed evenly throughout a 9 month pay period (September-May).
- Families may choose both how many days and which days each week their students will enroll for ASC.
- Families are welcome to send a snack for their child to eat during ASC.
- Changes to increase number of days of care can be made throughout the year by contacting office@scotfieldchristian.org.



Admissions Requirements

Age & Potty Training Requirements

- Pre-K and Transitional Kindergarten (TK) students must be three, four, or five years old before September 1st.
- To enroll in first grade, students must be six years old before September 1st.
- All preschool students must be [fully potty trained](#) - without accidents and able to use the toilet and wipe themselves independently.
- A student's acceptance at any grade level is determined by observation/shadow day information, CATS testing results, principal and teacher recommendation forms, church recommendation forms and interview data.
- Students will not be admitted with a history of emotional or disciplinary problems or with a learning difference for which our program is not staffed.

Class Placement

- It is our goal to balance each class with close boy/girl ratios, focusing foremost on balance of ability and personality in class. Class placement is based on information from the admissions process and input from previous teachers.
- We are unable to guarantee fulfillment of individual requests or parental preferences in classroom assignments.

Notice of Nondiscrimination

- Scofield Christian School does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship programs, hiring practices, and other school related programs.



Financial Expectations

FINANCIAL POLICY

At that time your enrollment paperwork and financial agreement are signed, we consider your family fully committed to Scotfield for the 2026-2027 school year. Staffing and financial decisions for the 2026-2027 school year are made in the subsequent weeks based on our enrollment information.

WITHDRAWAL FROM SCHOOL

Parents wishing to withdraw a student must notify the Head of School, Meghan Coates, in writing.

A parent/guardian is required to sign a Parent Authorization to Withdrawal Form.

If a student withdraws from school, tuition and fees for the entire school year are still required according to the terms of the SCS Financial Enrollment Contract.

MISCELLANEOUS FEES

Expenses for field trips, tuition refund plan, books, school uniforms, hot lunch, school pictures, etc., are not included in the Registration and Tuition fees. Examples of such fees include, but are not limited to:

<u>Fee</u>	<u>Paid...</u>
Field Trips	on FACTS Incidental Billing
School Uniforms	through Lands End by family
School Pictures	with picture company
Hot Lunch	with lunch company
Late Pickup Fee*	on FACTS Incidental Billing
Forgotten Water Bottle or Lunch	on FACTS Incidental Billing
After School Care	on FACTS Incidental Billing

*Late Student Pick Up Fee

- Students are expected to be picked up from school on time. If a parent is running late for pickup, they should call the school office to notify them of the delay.
- If a pick-up delay is longer than 30 minutes, parents will be assessed a \$10.00 fee for the first 5 minutes (after 12:00 p.m. and 4:00 p.m.), and \$1.00 for every minute thereafter. Payment will be billed through FACTS Incidental Billing.
- The same applies to late pick-up for After School Care. Parents will be assessed a \$10.00 fee for the first 5 minutes (5:30 - 5:35 p.m.) and a \$1 per minute fee for every minute thereafter.



Communication Methods

While it is wonderful that communication of all kinds is literally at our fingertips, we know that many forms of communication, including group texts, can become an easy resting place for complaints and gossip. We encourage parents to stop and think about how and what they communicate. Please think before you go to a group about how your child is doing in class, your personal opinions about teachers, students, or other parents, and your thoughts about leadership or what's happening at Scotfield. Such communication can cause division in our community and we want to be sure that our communication is Christ-like, always building up the body. Any issues should be resolved using the Matthew 18 Conflict Resolution methodology.

DOJO

- Communication from SCS and teachers will primarily flow through the app (Class) Dojo.
- Teachers will send reminders, pictures, class updates, and messages to individual parents through Dojo. *This is typically the fastest way to get ahold of a teacher!*
- *Mrs. Coates also posts all-school announcements and the Chapel Debrief to the main Dojo stream each week.*

EMAIL

- All staff members have an email address – typically the first letter of their first name and their whole last name @scotfieldchristian.org
- Email is used primarily for communication with the front office staff (office@scotfieldchristian.org) but can also be used with teachers.

NEWSLETTERS

- Once weekly, SCS sends a newsletter via Dojo. This information is schoolwide and contains announcements and upcoming events, along with a weekly message from Mrs. Coates.
- Information to be included goes through the office or through PTF.

SOCIAL MEDIA

- Scotfield's social media is meant to capture the best moments and to celebrate our students. We ask that any interaction on social media remain positive and encouraging.
- No information posted on Social Media is crucial to the innerworkings of the school. Any crucial information, such as campus closures or changes to the carpool line, will be sent via text, email, and/or Dojo.

PTF WEBSITE

- The Scotfield PTF (Parent Teacher Fellowship) and Dad's Club keep information about their events and opportunities on their website - www.scsptf.org.



Attendance Expectations

ATTENDANCE

Scofield Christian School and Texas School Law require that students punctually attend all scheduled classes in which they are enrolled.

The Texas Education Code requires that all students be in attendance for a minimum 90% of the scheduled school days for the year. Failure to meet this attendance requirement may necessitate a student being retained in his/her current grade level for the following year or jeopardize a student's continual enrollment. A student absent more than 18 days in a school year will not meet the minimum attendance of 90%. SCS reserves the right to review all cases of excessive absences.

ABSENCES

When your child is absent from school for any reason, please notify the school by 9:00 a.m. Please email your child's teacher and the school at office@scofieldchristian.org; OR, if email is not available, call the school at (214) 349-6843.

If a student is present for at least half of the school day, he/she will be counted as present. Students enrolled in our full day program must arrive by 10:30 a.m. to be counted present for the day.

TARDIES

Students arriving after 8:15 a.m. will report to the office and obtain a tardy slip giving them permission to enter the classroom. The only excused tardy is a doctor's appointment with a note from the doctor's office. Excused tardies are not counted against the child. Three unexcused tardies will be designated as one unexcused absence on the student's official record.

APPOINTMENTS

Outside appointments are discouraged during school hours. When a student misses class they are missing important learning time. When appointments must be made during school hours, parents should return the child to school as quickly as possible, with a note from the doctor's office. All work missed during an appointment is assigned and due at the teacher's discretion.

PERMISSION TO LEAVE SCHOOL

Parents or designated adults must pick up students in the school office and sign them out. Students will be dismissed from class after the parent arrives in the office. Students will not be called out of class to wait for a parent in transit. Only adults listed as authorized emergency contacts and pickup contacts in FACTS will be allowed to pick a student up.

Please notify the office (office@scofieldchristian.org) of any changes in carpool pickup for your student prior to 2:45pm.



Attendance Expectations

Excused Absences

The following absences will be considered excused if the school receives a note from the parent within three days after the student's return to school. These absences are still reported on the report card and count toward minimum attendance laws, but do not incur any penalty for makeup work. If a note is not received within three days, the absence may be considered unexcused.

- Illness of student
- Death in immediate family
- Unavoidable family emergency
- Doctor/dentist or tutoring/speech appointments (with a note from the doctor's office)

For the following absences to be excused, they must be cleared at least three days *in advance* with the teacher or administrator. With advance notice, these will still be counted on the report card, but do not incur a penalty for makeup work or exams.

- Attending the funeral of a close friend (notice given when possible)
- Athletic competitions (out of town), mission trips
- Take your child to work day

Students must make up all work missed due to excused absences. In most cases, a student may be expected to complete and turn in work or tests on the day of return. For example, if a teacher announces a test for Tuesday, and the student misses class on Tuesday, he/she will be expected to make up that test on the day of return to class. No grade penalty will be incurred if the work is completed on time.

Unexcused Absences

All other absences are unexcused and are also counted in the student's total absences recorded on the student's report card. As a courtesy, students will be given a designated window of time by the teacher to make-up school work. The following is a partial list of absences that are considered unexcused:

- Appointments other than stated above
- Missed/late carpool
- Truancy
- Not pre-approved family time*
- Out-of-school suspension
- Inclement weather for which school was not closed
- Lack of written parental notification 3 days in advance for athletic competitions, mission trips
- Lack of written parental excuse 3 days after an illness or emergency

* Any family trips must be pre-approved at least a week before.



Health Information

First aid will be administered by the office staff. Serious injuries will receive immediate emergency services by emergency personnel.

Illness:

- Students with fever above 99.6 degrees will be sent home.
- Students who vomit or have diarrhea during the school day will be sent home.
- Students should be free of diarrhea, vomiting and fever for a minimum of 24 hours without the use of medication before returning to school.
- Any rashes or eye infections may require a child to be sent home when there is a question of contagion.
- A student may return to school when a physician states he/she is no longer contagious or when symptoms disappear.
- Students who have lice will be asked to confirm treatment before they can return to campus.

Administration of Medication:

Each child will need turn into the office a Parent/Physician Request for Medication Form, a Special Needs Health Form, and a Medication Form for any medication you want to be administered throughout the year.

As occasional illness necessitates over-the-counter drugs (including cough drops) or a prescription drug, a note signed by a parent with the following information will be required:

- Name of child
- Name of drug
- Dosage
- Length of time to be given
- Time to be given

All medication will be kept in the office, not with the student. Students will be called to the office for medication administration by office staff members.

Vision, hearing, spinal and Acanthosis Nigricans screenings of students required by the state will be conducted each year.



Food & Celebrations

LUNCH & SNACKS

Lunch services are available to families through our lunch service platform. More information about that platform are forthcoming.

If a student does not purchase hot lunch through the lunch service, they should bring a lunch with them to school.

Parents are allowed to come eat lunch with their student(s) any day, if they check in at the office first.

Snacks will be provided by parents. Students need to be able to open their own snacks and clean up after themselves in the classroom when snack time ends. We ask that you take care in selecting healthy foods and drinks that will not stain the desks, tables and carpeted classrooms.

STUDENT BIRTHDAY CELEBRATIONS

Parents who wish to celebrate their children's birthdays are welcome to drop off refreshments at a time agreed upon with the teacher.

Invitations to birthday parties are not to be handed out in class or placed in student cubbies by parents unless all the students in the class are invited.

CLASS PARTIES

Scotfield Christian School has three approved parties each year for all classes to celebrate.

These parties are:

- **Christmas:** Emphasis is on the birth of Christ
- **Valentine's Day:** Valentines may be exchanged provided students bring them for all class members.
- **End of Year:** We will provide a fun day of planned activities on campus for grades PreK-6 the last day of school, which is a half day.

Preschool classes may have additional optional parties scheduled by the teacher. Preschool room parents should contact their teacher for any additional planned parties. All parties are held during the last 60 minutes of the school day on campus.



Campus Safety

STANDARD RESPONSE PROTOCOL

- Scofield Christian School uses Standard Response Protocol (see *next page*) to guide our safety procedures and drills.
- Students will be educated on the steps of these procedures and the “why” behind each of them at an age-appropriate level.
- **FIRE DRILLS** - Fire drills will be conducted once per 9 weeks during the school year.
- **SHELTER/TORNADO DRILLS** - Tornado drills will be conducted twice during the school year.
- **LOCKDOWN** - Lockdown drills will be conducted twice during the school year.

SCHOOL RESOURCE OFFICER

Scofield Christian School contracts with Dallas PD to hire off-duty police officers to work as School Resource Officers on our campus from 7:45am - 5:30pm each day.

GUEST CHECK-IN

- All guests are required to check in at the SCS offices to check in through Raptor and receive a badge to enter the building.
- Guests are asked to only go to the places they notified the office of once they enter the building. Any additional meetings or visits need to go through the office so we are aware of where all visitors are located at any given time.

VOLUNTEERS + OUTSIDE CONTRACTORS

- All school volunteers and outside contractors - including speech therapists, tutors, parents and relatives- will complete a background check.
- For some positions, volunteers or outside contractors may be asked to complete a MinistrySafe training in addition to their background check.
- Even after completing a background check and/or MinistrySafe, volunteers and outside contractors must check in at the SCS office to get a badge before entering the building.



Campus Safety

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock the door
Account for students and adults
Do business as usual



SECURE! Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

ADULTS

Bring everyone indoors
Lock outside doors
Account for students and adults
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door



EVACUATE! Flip over for Evacuation Route.

STUDENTS

Leave stuff behind if required to
Follow instructions

ADULTS

Grab radio, roster, and backpack.
Lead students to Evacuation location
Account for students and adults
(Missing or injured)



SHELTER! Respond with appropriate shelter action.

Hazard	Safety Strategy
Tornado	Evacuate to a shelter area
Hazmat	Seal the room
Earthquake	Drop, cover, and hold

ADULTS

Grab radio, roster, and backpack.
Lead safety strategy
Account for students and adults
(Missing or injured)



SCHOOL RECORDS

RELEASE OF SCHOOL RECORDS

The school must have written permission from the parent in order to release any information from a student's education record, excluding the following parties or conditions: other schools to which a student is transferring; specified officials for audit or evaluation purposes; appropriate parties in connection with financial aid to a student; organizations conducting certain studies for or on behalf of the school; accrediting organizations; to comply with a judicial order or lawfully issued subpoena; appropriate officials in cases of health and safety emergencies; and state and local authorities, within a juvenile justice system, pursuant to specific State law. School records are released to another school to which a student is transferring upon written request from that school. School records will only be released when all financial obligations to Scotfield Christian School have been satisfied. No student records (report card, transcript, special testing, etc.) will be released to parents or forwarded to a school until:

- All tuition and fees are paid in full.
- All library books/fines are returned/paid to the office or library.
- All textbooks are returned and any fines for severely damaged or lost textbooks are paid.
- All school equipment is returned.
- Hot lunch account is paid in full.
- After school care account is paid in full.

REVIEW OF SCHOOL RECORDS

Parents have the right to inspect and review all of the student's education records maintained by the school, the right to request amendment to such records, the right to consent to disclosures, and the right to file a complaint.



PTF & DAD'S CLUB

PARENT TEACHER FELLOWSHIP (PTF) & DAD'S CLUB

- The Parent Teacher Fellowship (PTF) consists of all parents and teachers at Scotfield Christian School (SCS). The Dad's Club is open to all dads of Scotfield students.
- The PTF and Dad's Club are organizations for service. They do not exist to control, evaluate, or supervise school leadership or employees. They are only to be an avenue of fellowship and service to SCS.

QUALIFICATIONS

1. Officers must be Bible believing Christian individuals.
2. Officers must have a deep commitment to the mission and philosophy of the school and a willingness to give their time in order to serve.
3. The duration of each term shall be for one year, but subject to renewal, with no one person (or couple) typically serving more than two years in the same office.
4. Officers must attend PTF functions, meetings, and any specially called PTF officer meetings. Absence from two consecutive meetings may result in an officer being asked to relinquish his/her office.
5. Each office could be filled by a husband/wife team. No individual or couple may hold more than one office concurrently except school board representatives.

Nominations

In April of each year, a nominating committee chaired by the PTF President and consisting of a quorum of the officers of the PTF shall meet for the purpose of nominating a slate of officers and appointees for the upcoming school year. Notification of the final slate of nominees will be made to the school body at least ten days before being presented for election at the May PTF meeting. The new officers assume their duties beginning June first.



How We Teach & Learn



Curriculum Philosophy

- Students receive instruction in various subject areas that constitute a well-balanced curriculum.
- The curriculum is governed by the word "excellence."
- The school is accredited with a Texas Education Agency approved agency, the Association of Christian Schools International (ACSI), and complies with its standards with regard to curriculum, student assessment, and promotion. Scofield welcomes ACSI's objective evaluation of its staff and academic program in order to ensure the excellence of its Christian instructional environment.
- Rather than exclusively using curriculum materials published by religious publishers, selections are made from both secular and Christian publications. Teachers do not assume that all their textbooks will necessarily reflect a Christian worldview; therefore, they use the occasional differences of opinion as an opportunity to teach students discernment.
- SCS believes that students should read critically, evaluating what is read in light of Biblical convictions. Furthermore, since Scofield believes the Bible is inerrant regardless of the topic addressed, Biblical truth should be integrated into the study of all subject areas if a child is to develop intellectually and acquire sound values.
- Scofield Christian School believes that children are a gift from God and a unique creation made in His image (Luke 18:16). Therefore, every child is an individual with his or her own rate of physical, social, emotional, cognitive, and spiritual maturation.
- A variety of skills are developed in all students throughout each week. These skills include, but are not limited to -- art, music, Spanish, library, STEM, handwriting, and physical activity/education.

<u>Grade Level</u>	<u>Special</u>	<u>Times/Week</u>
Pre-K3, Pre-K4 (2.5 / 3 days)	<ul style="list-style-type: none"> • PE • Music 	<ul style="list-style-type: none"> • 2 times • 1 time
Pre-K3, Pre-K4, Transitional Kinder (4.5 / 5 days)	<ul style="list-style-type: none"> • PE • Music • Art • Spanish 	<ul style="list-style-type: none"> • 4 times • 2 times • 1 time • 1 time
Kindergarten-6th Grade	<ul style="list-style-type: none"> • PE • Music • Art • Library • Spanish 	<ul style="list-style-type: none"> • 4 times • 2 times • 1 time • 1 time • 2 times



GRADING POLICIES

HOMEWORK

- Homework can be a valuable aid in helping students make the most of their experience in school.
- Homework is given because it is useful in reinforcing what has been learned in class, preparing students for upcoming lessons, teaching responsibility, and helping students develop positive study habits.
- Homework should take approximately 10 minutes per grade level (i.e. 4th grade homework should take 40 minutes)
- Parents should contact the teacher if students are spending an excessive amount of time working on school work at home.
- Since homework generally covers material with which students are already familiar, they are expected to work on their own, asking for parental help only after they have given it their best effort. *Parents can help by providing the necessary supplies and a quiet study environment, setting a daily homework time, providing praise and support, encouraging children to work independently, and checking to see if students have completed their work.*
- Homework will typically be assigned on Monday, Tuesday, and Thursday nights and occasionally on the weekends.

GRADING

- Students are expected to turn in all homework, unfinished class work, and make-up work on time.
- Homework and unfinished class work that is turned in one day late may have 10 points subtracted from the final grade. Homework and unfinished class work that is not turned in on the second day may lose another 10 points. Homework or class work turned in three days late may receive a zero.

GRADING & ASSESSMENTS

- Tests are usually given on Tuesday, Wednesday, and Friday with spelling and memory verse tests administered almost every Friday unless complicated by a holiday or special circumstance. In that case, tests may be rescheduled for Monday or Thursday.
- The teacher will give ample notice to study for tests and to complete long-range projects. Unfinished class work, Bible memory, spelling words, makeup work, studying for tests, doing special projects and reading minutes are usually not considered part of the routine homework assignments.



REPORT CARDS & TESTING

REPORT CARDS AND PROGRESS REPORTS

- Report cards are issued every nine weeks for grades K-6.
- Progress reports are posted to FACTS in the middle of each nine week period for grades K-6.
- Pre-K3, Pre-K4, Transitional Kindergarten and Kindergarten will use a skills-based, developmentally-appropriate grading system indicating student's progress and mastery of skills.
- Grades 1st-6th will use a numerical form of grading. Students are also graded in conduct.

Grading Scale

- A (90-100) Outstanding
- B (80-89) Above average
- C (70-79) Average
- D (60-69) Noticeably weak
- F (below 60) Below minimum requirements

STANDARDIZED TESTING

- Scofield Christian School administers two standardized benchmark achievement tests 3 times per year – MAP and Renaissance/Accelerated Reader.
- A Developmental Readiness Test is given to students in Pre-K4.

TESTING REFERRAL PROCEDURES

When a teacher suspects that a student is experiencing difficulty in the classroom, the following procedures will be implemented:

- The teacher will share his/her concerns about the student's performance with the parents in a conference.
- The teacher will contact the Success Center and administrators to request a classroom observation.
- If the concerns are not validated, the administration will work with the teacher for clarification or set strategies to work with the student.
- If the concerns are validated, the teacher and administrative representative will talk with the parents to discuss recommendation for a formal outside evaluation.
- If the parents choose not to follow through on the school's recommendation regarding testing, the student may not be allowed to return to the school until testing is pursued.



TECHNOLOGY

Scofield Christian School provides Chromebooks and iPads to support and enhance learning, promote creativity, and teach responsible digital citizenship. Access to technology at Scofield is a privilege, not a right.

- All iPads and Chromebooks are the property of Scofield Christian School. Personal devices, including cell phones and smart watches, are not to be brought to or used at Scofield, unless express permission is granted for medical devices.
- All SCS devices will remain at school unless the Head of School grants permission for a device to go home with a student.
- A few iPads may be used as a rotation during small-group instruction for TK and Kindergarten. These iPads have no internet access and contain only apps that support reading and math skill building.
- iPads are used in 1st – 3rd grades with no internet browsing access. These iPads only contain apps that support reading, math, spelling, Bible knowledge, and typing skills (starting in 2nd grade).
- Chromebooks are used in 4th – 6th grades with no internet browsing access. When students are given assignments that involve research, their browsers will remain restricted and supervised. Parents will be notified in advance about research projects and technology use for those projects.
- All Chromebook activity conducted on the Scofield Christian School internet is monitored and tracked for each student user through Securly.
- The Chromebook/iPad comes pre-loaded with all the software needed for classes. Students are not allowed to install, uninstall, or modify any application or the operating system in any way.
- Settings and app downloads are for teacher access only. Any student use of settings or application downloads will result in loss of privileges.
- Students will not have access to games, videos, or apps outside of school-approved resources.
- TK - 3rd Grades: SCS staff can monitor and manage iPad apps through Apple Classroom.
- 4th - 6th Grades: SCS staff records, monitors, and manages Chromebook use through Securly.
- For more information on our philosophy and policies regarding technology, see the Student Handbook.

Students and parents will sign a Technology Acceptable Use Agreement at the beginning of each school year, prior to devices being used in the classroom.

EMAIL & COMMUNICATION

Each teacher has a school email account. Parents are encouraged to communicate with the teachers through email or the Class Dojo app. Teachers will primarily communicate with families through Class Dojo.

CELL PHONES/ELECTRONIC DEVICES

Students are not allowed to carry cell phones, smart watches or internet-connected devices to school. Violations of this policy will result in confiscation of the device. It will only be returned to a parent after a parent, student and Head of School conference.



Field Trips

FIELD TRIPS

- Each year field trips are planned for Kindergarten-6th grade students, mainly in Dallas County.
- Ability to attend field trips is based on lack of disciplinary issues and parent permission. The Head of School has the right to refuse permission to go on a field trip (or require a parent to attend) to any student with disciplinary issues.
- Any issues on a field trip may result in a loss of field trip privileges for future field trips.
- Parents will be asked to complete a field trip form granting permission for their child to attend each field trip and may be asked to chaperone as well.
- Supervision and initial liability rests with the teacher and parent chaperones.
- Younger siblings are not allowed on field trips.

- Students will be transported by commercial transportation or parent driver.
- Parent drivers must sign a consent form for release of their motor vehicle record along with a copy of their insurance and drivers license.
- In order to qualify as a driver, parents must have a clear driving record and a complete a criminal background check.

Chapel uniforms or a specific field trip shirt and uniform bottoms are required for all students unless permission is given from the Head of School to wear other attire.



Success Center

The SCS Success Center exists to both remediate and extend learning for students who are learning differently from their peers.

Students served through the Success Center for remediation services should have a documented learning difference or need, preferably an IEP or 504 plan.

Remediation services include, but are not limited to:

- extra time for testing
- tests read aloud to student
- assignments chunked into smaller portions
- access to Success Center for breaks
- fidgets or access to breaks in the classroom
- access to a quiet work environment
- opportunity for small group or individual reteach in and out of the classroom

Students who have mastered grade-level content and are ready to be challenged may also be served through the Success Center.

Extension services include, but are not limited to:

- deeper learning opportunities in the same subject/topic
- creative/hands-on demonstrations of learning
- opportunities to connect learning to areas of interest

Students served through the Success Center may be charged annually or month-to-month, depending on services offered.

Although a 504 plan or an IEP is a great start to accommodations, Scotfield will determine which accommodations can and cannot be made through the Success Center and in classrooms. These plans will be communicated with families through a summer or beginning of year meeting to ensure everyone is on the same page. If adjustments are needed, more communication and possible meetings will occur to ensure student needs are met to the best of the ability of SCS's resources.



How We Demonstrate Character



Discipline & Conduct

Each student in Scofield Christian School is expected to behave in such a manner as to reflect Christ and bring credit upon the student, the school, and the home.

The Apostle Paul, in Philippians 2: 2 - 5, wrote for Christians to " be like-minded (with Christ), having the same love, being one in spirit and purpose. Do nothing out of selfish ambition or vain conceit, but in humility consider others better than yourselves. Each of you should look not only to your own interests, but also to the interests of others. Your attitude should be the same as that of Christ Jesus."

We believe the highest pattern for Christian conduct is found in conforming to the image of Christ (Romans 8:29).

It is expected that:

- Students will show respect for the school facilities, property, and equipment through their proper care and use.
- Students will show respect to the administration, faculty, staff, parents, visitors and other students.
- Student behavior will never jeopardize another student's opportunity to learn.

SCS fosters the development of positive character qualities such as obedience, truthfulness, self-control, diligence, patience, fairness, goodness, compassion, initiative, and responsibility.

Behavior requiring discipline will be addressed by the teacher in charge. When efforts to correct the problem prove unsuccessful, the teacher will request the involvement of parents. If the teacher and the parent cannot resolve the problem, the administration team will then become involved.

Discipline and punishment are not considered synonymous. Consequences are given as guidance and direction toward acceptable behavior, which develops self-control in the child. Remember, "No discipline seems pleasant at the time, but painful. Later on, however, it produces a harvest of righteousness and peace for those who have been trained by it." (Hebrews 12:12)



Discipline & Conduct

We believe there is power in speaking encouraging words into the lives of our students. Proverbs 18:21a says, "The tongue has the power of life and death..."

We want to acknowledge the positive, Godly choices our students make each day.

When a student is "caught" exhibiting a positive character trait, it is recorded through Dojo or a conduct card for parents to see and praise again at home.

We also recognize the fact that there are times when one may struggle with making good choices. We understand that discipline and correction are part of a loving relationship. Hebrews 12:6 says, "because the Lord disciplines the ones he loves, and he chastens everyone he accepts as his son." We believe in showing grace and helping each child grow and learn from mistakes. If correction is needed in developing a character trait, the teacher will have an individual conversation with the student and also contacting parents, when necessary.

As our mission statement says, we partner with families and we value the partnership greatly. Especially when a student has a need for behavior redirection or correction, we look to work with families to be on the same team to develop good character in our students.

[LINK TO DISCIPLINARY PROCEDURES & FLOWCHART](#)

[LINK TO BULLYING, FIGHTING/ASSAULT, FIREARMS/WEAPONS, HAZING, HARRASSMENT, AND VANDALISM POLICIES](#)

[LINK TO SUSPENSION & EXPULSION PROCEDURES](#)



Conflict Resolution

The four Biblical principles (Matthew 18) for resolving conflict are:

Principle One: Overlook an Offense

- "A man's wisdom gives him patience; it is to his glory to overlook an offense." (Proverbs 19:11)
- Many disputes can be resolved properly by quietly overlooking an offense and forgiving the person who has wronged you.

Principle Two: Discussion

- "If your brother has something against you...go and be reconciled." (Matthew 5: 23 - 24)
- Personal wrongs, problems or complaints that are too serious to overlook should be resolved through positive discussion.
- Make sure the person to whom you are expressing your complaint or problem knows all the details.
- Please express your complaint ONLY to the person who should hear it.
- Unnecessary worry, harm, and hard feelings result when problems and dissatisfactions are expressed to persons other than those directly involved with the problem and an impression of disharmony is presented.

Principle Three: Negotiation

- "Each of you should look not only to your own interests, but also to the interest of others." (Philippians 2:4)
- Substantive issues should be resolved by negotiating solutions that meet the interests of all those involved.

Principle Four: Mediation

- "If he will not listen (to you), take one or two others along." (Matthew 18:16)
- If a dispute cannot be resolved through personal peacemaking, you should ask one or more other people to meet with you and the other person to help communicate more effectively and explore possible solutions.
- Mediators give advice but have no power to impose solutions.

At Scofield...

- Questions and criticisms are to be brought directly to the teacher if related to the classroom. It shall be discussed in a personal conversation between the parent and the member of the school community whose work is in question.
- After a parent has met with a teacher, if an issue still persists, the parent may request a meeting with an Assistant Principal or the Head of School.
- Once all appropriate means of conflict resolution are exhausted they may make a written appeal to the School Advisory Board. If necessary, the Board may request a personal appearance.
- Final authority lies with the Elder Board of Eastside Community Church. Therefore, a final appeal is to be presented, in writing, to this Board. If necessary, the Board may request a personal appearance.



How We Dress



Pre-K/TK DRESS CODE

- SCS has chosen to implement the dress code policy by the adoption of a uniform program.
- All aspects of the dress code are in effect any time a student is in the building during the school day.
- Students receiving a uniform violation during the week may not be allowed to wear spirit dress on Friday.
- All students are required to wear the approved SCS uniforms to school daily and will conform to the following codes. Uniforms are to be purchased through Land's End by selecting SCS and your student's grade level through their uniform ordering platform.
- **As of the 2026-2027 school year, navy bottoms, red shirts, and any uniform pieces with the old logo (without the simplified shield) are no longer allowed.**

Pre-K and Transitional Kindergarten

Daily Wear (Monday, Tuesday, & Thursday)

Shirts

- Navy or white short or long-sleeved polo with the Scofield logo from Lands' End.

Pants, Shorts, Dresses, and Skorts

- Khaki colored pants, shorts, skirts, or skorts from Lands' End.
- Girls may also wear a navy polo dress with the Scofield logo or a navy Scofield jumper/plaid jumper with a white oxford from Lands' End.
- Navy modesty shorts must be worn under all skirts and dresses.
- Girls may also wear solid navy leggings with dresses or skirts.

Socks, Shoes, & Accessories

- White or navy socks are allowed.
- Shoes must not have lights, wheels, or characters. Shoes must be sneakers or athletic shoes that can be worn for physical activity in PE and/or at recess.
- Shoes with laces must be able to be tied by the student.

Chapel Uniform (Wednesday)

- Chapel uniforms are not required in Pre-K3.
- Chapel uniforms will be worn every Wednesday. All chapel uniform items must be purchased from Lands' End.
- Girls will wear a Scofield plaid jumper with a Peter Pan collar white blouse. Navy modesty shorts must be worn under all skirts and dresses.
- Boys will wear khaki pants or shorts and a navy uniform polo or white button down/navy vest with the Scofield logo.

Spirit Dress (Fridays)

- Students may wear Scofield spirit shirts with blue denim jeans, khaki uniform bottoms, or Lands' End Scofield logo athletic shorts.
- Uniform sock & shoe requirements will still apply on Spirit Days.
- Regular uniforms may be worn on Spirit Days or Free Dress days.
- Students receiving a uniform violation during the week will not be allowed to wear spirit dress on the Friday following their violation.

Outerwear

- Outerwear with the Scofield logo from Lands' End and Scofield sweatshirts from the SCS spirit store may be worn inside the building.
- Cold weather coats and jackets without the Scofield Logo may be worn during recess and are to be removed upon re-entry to the classroom.



Kinder-2nd DRESS CODE

- SCS has chosen to implement the dress code policy by the adoption of a uniform program.
- All aspects of the dress code are in effect any time a student is in the building during the school day.
- Students receiving a uniform violation during the week may not be allowed to wear spirit dress on Friday.
- All students are required to wear the approved SCS uniforms to school daily and will conform to the following codes. Uniforms are to be purchased through Land's End by selecting SCS and your student's grade level through their uniform ordering platform.
- As of the 2026-2027 school year, navy bottoms, red shirts, and any uniform pieces with the old logo (without the simplified shield) are no longer allowed.

Kindergarten - Second Grade

Daily Wear (Monday, Tuesday, & Thursday)

Shirts

- Navy or white short or long-sleeved polo with the Scofield logo from Lands' End.

Pants, Shorts, Dresses, and Skorts

- Khaki colored pants, shorts, skirts, or skorts from Lands' End.
- Girls may also wear a navy polo dress with the Scofield logo or a navy Scofield jumper/plaid jumper with a white oxford from Lands' End.
- Navy modesty shorts must be worn under all skirts and dresses.
- Girls may also wear solid navy or white leggings with dresses or skirts.

Socks, Shoes, & Accessories

- White or navy socks are allowed.
- Shoes must not have lights, wheels, or characters. Shoes must be sneakers or athletic shoes that can be worn for physical activity in PE and/or at recess.
- Shoes with laces must be able to be tied by the student.

Chapel Uniform (Wednesday)

- Chapel uniforms will be worn every Wednesday. All chapel uniform items must be purchased from Lands' End.
- Girls will wear a Scofield plaid jumper with a Peter Pan collar white blouse. Navy modesty shorts must be worn under all skirts and dresses.
- Boys will wear khaki pants or shorts and a white oxford shirt and a navy sweater vest with the Scofield logo.

Spirit Dress (Fridays and designated spirit days)

- Students may wear Scofield spirit shirts with blue denim jeans, khaki uniform bottoms, or Lands' End Scofield logo athletic shorts.
- Uniform sock & shoe requirements will apply on Spirit Days.
- Regular uniforms may be worn on Spirit Days or Free Dress days.
- Students receiving a uniform violation during the week will not be allowed to wear spirit dress on the Friday following their violation

Outerwear

- Outerwear with the Scofield logo from Lands' End and Scofield sweatshirts from the SCS spirit store may be worn inside the building.
- Cold weather coats and jackets without the Scofield Logo may be worn during recess and are to be removed upon re-entry to the classroom.



3rd-6th Grade DRESS CODE

- SCS has chosen to implement the dress code policy by the adoption of a uniform program.
- All aspects of the dress code are in effect any time a student is in the building during the school day.
- Students receiving a uniform violation during the week may not be allowed to wear spirit dress on Friday.
- All students are required to wear the approved SCS uniforms to school daily and will conform to the following codes. Uniforms are to be purchased through Land's End by selecting SCS and your student's grade level through their uniform ordering platform.
- As of the 2026-2027 school year, navy bottoms, red shirts, and any uniform pieces with the old logo (without the simplified shield) are no longer allowed.

3rd-6th Grades

Daily Wear (Monday, Tuesday, & Thursday)

Shirts

- Navy or white short or long-sleeved polo with the Scofield logo from Lands' End.

Pants, Shorts, Dresses, and Skorts

- Khaki colored pants, shorts, skirts, or skorts from Lands' End.
- Girls may also wear a navy polo dress with the Scofield logo or a navy Scofield jumper/plaid jumper with a white oxford from Lands' End.
- Navy modesty shorts must be worn under all skirts and dresses.
- Girls may also wear solid navy leggings with dresses or skirts.

Socks, Shoes, & Accessories

- White or navy socks are allowed.
- Shoes must not have lights, wheels, or characters. Shoes must be sneakers or athletic shoes that can be worn for physical activity in PE and/or at recess.
- Shoes with laces must be able to be tied by the student.

Chapel Uniform (Wednesday)

- Chapel uniforms will be worn every Wednesday. All chapel uniform items must be purchased from Lands' End.
- Girls will wear a Scofield plaid skirt, white oxford blouse, and navy sweater vest with the Scofield logo. Navy modesty shorts must be worn under all skirts.
- Boys will wear khaki pants or shorts and a white oxford shirt and a navy sweater vest with the Scofield logo.

Spirit Dress (Fridays and designated spirit days)

- Students may wear Scofield spirit shirts with blue denim jeans, khaki uniform bottoms, or Lands' End Scofield logo athletic shorts.
- Uniform sock & shoe requirements will apply on Spirit Days.
- Regular uniforms may be worn on Spirit Days or Free Dress days.
- Students receiving a uniform violation during the week will not be allowed to wear spirit dress on the Friday following their violation.

Outerwear

- Outerwear with the Scofield logo from Lands' End and Scofield sweatshirts from the SCS spirit store may be worn inside the building.
- Cold weather coats and jackets without the Scofield Logo may be worn during recess and are to be removed upon re-entry to the classroom.



SPIRIT DAYS & FREE DRESS

OTHER UNIFORM INFORMATION

- Accessories such as socks, belts, and shoes may be purchased anywhere.
 - **BELTS:** Navy or brown belts are to be worn with any item that has belt loops.
 - **SOCKS:** white or navy
 - **TIGHTS/LEGGINGS:** navy
 - **SHOES:** Shoes must have a closed heel and toe and rubber soles. Shoes cannot have characters, light up, make sound, or have wheels. For safety, athletic shoes are preferred.
- On any kind of day, undergarments of any kind should not show – this includes sliders under shorts and bra straps.
- Shirts are to be tucked in at all times during the school day.
- Jumper and skirt hems should be no higher than three inches above the knee. The back of the skirt should be the same length as the front.
- Fingernails should not extend past the fingertip.
- Makeup may not be worn during the school day.
- Hats may not be worn during the school day.
- Hairstyles should not be a distraction to self or others.
- White, navy blue, or neutral hair accessories are allowed. Seasonal/holiday accessories may also be allowed.
- Jewelry must blend with the school uniform and may not be excessive or distracting.
- Students are allowed free dress day on their birthday, if their birthday falls on a school day. They must abide by the free dress guidelines.

FREE DRESS GUIDELINES

Free dress days may be announced during the year. On free dress days, students will adhere to the following guidelines, as well as those found under Dress Code Regulations:

- No tank tops, sleeveless shirts, crop tops, or undershirts.
- Skirts and shorts will be no more than 3 inches above the knee.
- Clothing with objectionable writing, pictures, and advertisements will not be worn to school.

**SCS Administration reserves the right to decide what does and does not violate dress code at Scotfield Christian School.*

UNIFORM RESALE

Please join the Scotfield Uniform Resale Facebook page to purchase gently used, secondhand uniform items.



Confirmation of Handbook Receipt & Affirmation of Information Included



HANDBOOK RECEIPT

Please indicate that you have read, understood, and support the Scotfield Christian School Handbook, as issued to you.

If any updates are made and sent to families, you agree to contact Mrs. Coates with any questions or concerns you have regarding updated sections or information.

Student Name (s)

Parent Name (printed)

Parent Name (signed)

Date _____