Genesis Christian Academy Student/Parent Handbook 2026-2027

The Academy encompasses K-5th grade at Genesis Schools, Inc. (GSI)

Genesis Schools, Inc. is a ministry of Tonganoxie Christian Church

Genesis Christian Academy is open to all students, Kindergarten - 5th grade, who agree to abide by and obey the rules and policies established by the school. The school is a Christian institution and all members of the Genesis community will join together with the understanding that Biblical Christianity will be our emphasis. Students and parents/guardians must be in agreement with the school's mission, principles, and policies. The school administrator and teachers will make initial admission decisions that include the academic and social condition of the student. Appeals from adverse decisions may be made to the Board of Trustees.

Enrollment preferences are subject to the following:

- Submission of an enrollment application and non-refundable family enrollment fee.
- An official copy of the student's academic record for all transfer students.
- A physical/medical history, including proof that all required vaccinations are up-to-date, signed by a medical doctor. All students new to GSI need to have a health physical on file.
- Interview with administration or preschool director.
- Kindergarten students should be FIVE years old prior to September 1 of the year they start school. School readiness testing is required for all Kindergarteners.

Non-Discrimination

GSI admits students of any race, color, and national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to its students. It does not discriminate on the basis of race in administration of its education policies, scholarship and loan programs, athletics, and other school administered programs.

School Sponsorship & Legal Information

GSI is a Kansas Non-Profit Corporation, which is a wholly owned subsidiary of the Christian Church of Tonganoxie, KS. GSI is the legal name that encompasses Genesis Christian Academy, Genesis Christian Preschool and Before/After care programs. The Genesis Schools, Inc. Board of Trustees sets the policy for the schools. An administrator, with the help of the preschool director, teachers, and staff implement the policies.

Mission Statement

Genesis Schools, Inc. exists to exalt Christ by teaching and reinforcing Biblical truths while producing well-rounded, highly educated young people equipped to serve God and others.

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Statement of Principles

Genesis Schools, Inc. or GSI accepts no creed but Christ and no spiritual guidebook but the Bible. It is our goal to provide a Christ-oriented educational experience for our students. Our only doctrine is based upon the principles and practices of New Testament Christianity. Where the New Testament contains an express command or the record of an apostolic example, we will follow that command or example as far as it is possible.

By working with parents and the church in educating and training young people for Christ, GSI will attract students from many denominations. The school will not recognize nor follow any denominational guideline. GSI will be operated as a non-denominational private Christian school.

With reference to charismatic gifts enumerated in the New Testament, we believe they were pertinent only to the day when there was not a completed revelation. Among the gifts no longer pertinent are tongues and their interpretation, miracles, and healing through specially endowed individuals.

Students and parents are expected to refrain from promoting divergent beliefs and causing strife among the student body and faculty. Any difference in doctrine or belief between the school and the student's family should be dealt with at home and in the student's church. If situations of strife should occur, the student and parents will be counseled and, if conditions persist, the student will be asked to leave the school permanently.

GSI Board of Trustees

The Board of Trustees constitutes the policy making body for Genesis Schools, Inc. The Elders of the Tonganoxie Christian Church confirm members of the Board of Trustees. The super majority (not less than 66%) of this board shall at all times be members of the Tonganoxie Christian Church. Board meetings are open to all and are normally scheduled on the second Monday of each month at 6:30 pm.

Accreditation and State Guidelines and Regulations

Genesis Christian Academy (GCA) is not accredited by the State of Kansas and will not seek such accreditation. To do so would require the school to comply with state laws and regulations, which might be contrary to our standards and missions statement. GCA is a member school of the Association of Christian Schools International and our teachers attend workshops and training. As a private school, GCA is exempt from many laws and regulations applicable to public schools.

General Communication to parents

Each year, our Parent-Student Handbook is updated and made available to families and is also published on the school's website. The handbook contains necessary information about policies and procedures outlined by our board and administration as well as general operating information. Parents are asked to read and review this handbook with their students and then sign an acknowledgement that they agree to abide by the policies outlined. This handbook may be amended from time to time during the school year, as circumstances require.

Parents, teachers, or members of the Genesis community who wish to present an idea, comment, or concern to the Board of Trustees are welcome to do so. A written summary of the presentation should be given to the school office, at least one week in advance of the board meeting. The office will forward it to the board chair to be placed on the agenda.

A monthly newsletter, "Knight News," will be distributed via email to all Genesis families. The newsletter contains updated scheduling changes and what is happening at the school. Parents are responsible for reading and responding to matters communicated in this manner. The school also maintains a website and Facebook page.

What We Believe at Genesis...

Statement of Faith

We believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God. (2 Timothy 3:16; 2 Peter 1:21)

We believe there is one God, eternally existent in three persons—Father, Son, and Holy Spirit. (Matthew 28:19; John 14:16-17; II Corinthians 13:14; II Peter 1:21)

We believe in the deity of Christ. (Genesis 1:26; Matthew 16:16; John 1:1; John 17:21)

- His virgin birth (Isaiah 7:14; Matthew 1:18-23)
- His sinless life (Hebrews 4:15; Hebrews 7:26)
- His miracles (John 2:11; John 21:25)
- His vicarious and atoning death
  (Ephesians 1:7-8; Hebrews 2:9)
- His resurrection (John 11:25; I Corinthians 15:3-8)
- His ascension to the right hand of the Father
  (Acts 1:9-11)
- His personal return in power and glory
  (Acts 1:11; Revelation 19:11-16)

We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature; and that men are justified on the ground of faith in the shed blood of Christ and obedience to His commands. By God's grace and through faith are we saved. (Matthew 28:18-20; Mark 16:16; John 3:16-19; John 5:24; Acts 2:38-29; Romans 3:23; Romans 5:8-9; Ephesians 2:8-10; Titus 3:3-7)

We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation. (John 5:28-29)

We believe in the spiritual unity of believers in our Lord Jesus Christ. (John 17:20-23;
I Corinthians 12:12-13; Galatians 3:26-28)

We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a Godly life. (Romans 8:13-14)

Purpose Statement

GSI is a non-denominational Christian school established to assist parents in "training a child in the way he should go." (Proverbs 22:6)

Christian education begins in the home. Genesis cannot replace the Biblical training, character building, family prayer and Bible reading time, which should take place at home. Families and the school must work together to reinforce values like respect, honesty, morality, humility, mercy, stewardship, and the importance of hard work. To this end, parents are strongly encouraged to attend church services and Bible study with their children at least weekly and to include prayer in their daily routine.

Gender Identification Policy

GSI requires all students and staff to identify with, dress in accordance with, and use the facilities associated with their biological gender as stated on his/her birth certificate and abstain from all intimate sexual conduct outside the marital union of one man and one woman. (See statement of Belief on Marriage, Gender, and Sexuality)

Lifestyle Expectations

GSI's Statement of Faith expects employees to maintain a lifestyle based on Biblical standards of moral conduct. Moral misconduct, which violates the bona fide occupational qualification for employees to be Christian role models, includes, but is not limited to, promiscuity, homosexual behavior, sexual orientation, transgender identity, or any other violation of the unique roles of male and female (Romans 1:21-27, 1 Corinthians 6:9-20). GSI believes that Biblical marriage is limited to a covenant relationship between one man and one woman. (Genesis 2:21-24, Ephesians 5:22-33). It is the goal of GSI that each employee will have a lifestyle in which "in everything He might be preeminent." (Colossians 1:18)

Statement of Belief on Marriage, Gender and Sexuality

We believe God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. Rejection of one's biological sex is a rejection of the image of God within that person. (Genesis 1:26-27)

We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. (Genesis 2:18-25)

We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. (1 Corinthians 6:18; 7:2-5; Hebrews 13:4)

We believe that God has commanded that no intimate sexual activity be engaged in outside of marriage between a man and a woman. We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. (Matthew 15: 18-20; 1 Corinthians 6:9-10)

We believe that in order to preserve the function and integrity of Genesis Schools, Inc. as a part of the local Body of Christ, and to provide a Biblical role model to Genesis Schools students, staff, families, and the community, it is imperative that all persons employed by Genesis Schools, Inc. in any capacity, or who serve as volunteers, agree to and abide by this Statement on Marriage, Gender, and Sexuality. (Matthew 5:16; Philippians 2:14-16; 1 Thessalonians 5:22)

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (Matthew 28:18-20; Mark 16:16; John 3:16-19; John 5:24; Acts 2:38-39; Romans 3:23; Romans 5:8-9; Ephesians 2:8-10; Titus 3:3-7)

We believe that every person must be afforded compassion, love, kindness, respect, and dignity. Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of Genesis Schools, Inc. (Mark 12:28-31; Luke 6:31)

Statement of Belief

On the Sanctity of Human Life

We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life. (Ps. 139)

Final Authority for Matters of Belief and Conduct

The Statement of Faith does not exhaust the extent of our beliefs. 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. For purposes of Genesis Schools, Inc. faith, doctrine, practice, policy, and discipline, our trustee board is Genesis Schools, Inc.'s final interpretive authority on the Bible's meaning and application.

Philosophy of Education

It is not enough to simply talk about doing right. By providing an orderly, organized classroom, where working hard and doing right are the accepted standard, the student will find it easier to concentrate on the work. Developing good character traits will come naturally in this environment.

Character training is one of the supreme goals of Christian education. God's word in Proverbs 22:6 states, "Train up a child in the way they should go, and when he is old, he will not depart from it. "

Training of Students

To train means to exercise, to discipline, to teach, and to form by practice. When a person is trained, it becomes part of his character to do what he has been taught. It is built into his spirit, and he has to go against his own spirit to do the wrong thing. Training builds habits that are right, and must take place all through the day, not merely in a "character lesson" once a day or once a week.

GSI teachers make it a daily goal to train students to:

- Respect authority and obey willingly, learning the rules and applying them
- Pay attention
- Apply themselves to the task at hand and do their best to learn and work hard
- Develop habits of orderliness, carefulness, honesty, accomplishment, cooperation, perseverance, self-control, attentiveness, fairness, confidence, responsibility, effort, steadfastness, discipline, endurance, helpfulness, neatness, patience, and good judgment

All Scripture is breathed out by God and profitable for teaching, for reproof, for correction, and for training in righteousness, that the man of God may be competent, equipped for every good work.

II Timothy 3:16-17

Student Behavior Expectations

Kindergarten through 5th grade student expectations:

- Show honor, respect, and obedience to the teacher and all in authority including substitutes and volunteers.
- Obey willingly and with a good attitude, instructions from every teacher and all in authority.
- Treat other students with respect, including their person, property, and work. Intimidation, pestering—physically or verbally, and name calling will not be tolerated.
- Apply themselves to the tasks at hand and do their best to learn to work hard.
- Develop the habits of orderliness, carefulness, honesty, accomplishment, cooperation, perseverance, self-control, attentiveness, fairness, confidence, responsibility, effort, steadfastness, discipline, endurance, helpfulness, neatness, patience, and good judgment.
- Use language appropriate for a Christian.
- Treat school property with care.
- Always be honest. It is not enough to simply talk about doing right.

I have set the Lord always before me because He is at my right hand, I shall not be moved

Psalm 16:8

Academic Policies

Student Recordkeeping

Genesis Christian Academy will be using hard copies of records for the 2026-2027 school year. Progress reports and quarterly grade cards will be sent home in folders. If at any time you want to check on your student's progress, feel free to email the teacher to request a conference.

Special Education Services

GSI does not have the resources to provide special education services. However, parents may request special education services from the Tonganoxie School District or their home school district. If a student's special education accommodations undermine the academic mission of Genesis, continued enrollment may not be possible.

Morning Devotion

Our Academy students meet first thing each morning in the gym at 8:00 am for pledges, prayer and announcements. They are then dismissed to classrooms. The following are the pledges we say each day.

Pledge to the Bible
Pledge to the Christian Flag
Pledge to the American Flag

Genesis Christian Academy Grading Scale

100-99	A+	79-78	C+
98-95	A	77-74	C
94-90	A-	73-70	C-
89-88	B+	69-68	D+
87-84	B	67-64	D-
83-80	B-	63-60	D-
		59 & Below	F

E	Excellent	N	Needs Improvement
S	Satisfactory	I	Incomplete

**In the event of local or state mandated school closure, tuition will still be required. Genesis will do our best to provide education resources to our student families to assist in distance learning for the student. These resources will include but are not limited to, video lessons, weekly packets of student materials, emails from staff and brief tutorials on packet exchange days.

Curriculum and Enrichment Classes

GSI uses Abeka in our preschool and elementary classes. BJU Press is introduced in addition to select Abeka curriculum in upper elementary and middle school. Our Bible curriculum primarily comes from Abeka and Positive Action. All students regularly participate in PE, music, and art. Keyboarding skills will be taught in 4th grade. Our core subjects are Bible, reading, math, language arts, history, and science. Phonics is taught in grades Kdg-2nd.

Weekly Chapel

Chapel is held each Wednesday for all students. Chapel includes worship through music, prayer, lesson, and praise. Teachers, parents, and community leaders often share personal life application lessons from Scripture. Parents, grandparents and friends are encouraged to attend. We believe forming the habit of praise and worship of our Savior is part of our core teaching opportunities.

Tuition

Genesis Schools, Inc. offers tuition plans to help our families maintain a budget that works for them. FACTS Management will be used for payment collection.

By enrolling their student with Genesis Schools, Inc., signing the Tuition Contract accompanying the enrollment paperwork and acknowledging that the parent has read and agrees to abide by the Parent-Student Handbook, the parents agree they are financially liable for all tuition and fees for their children. If a student is enrolled on the 1st day of the month, tuition for the entire month is required. The enrollment fee and the student program fee are non-refundable.

Tuition is due per the agreement made through FACTS Management.

Enrollment that occurs after the 15th of September may be allowed at the discretion of the school administration.

The enrollment fee and student program fee still apply. Tuition will be prorated based on remaining school days.

Biblical Foundations and Guidelines for Discipline

- The Lord disciplines those He loves. (Proverbs 3:12)
- He who heeds discipline shows the way to life, but whoever ignores correction leads others astray. (Proverbs 10:17)
- A refusal to correct is a refusal to love; love your children by disciplining them. (Proverbs 13:24 The Message)
- 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 12:11)

Disciplinary guidelines for classrooms

Genesis staff members are committed to partnering with you in an effort to train your child as God would want them trained. They are an advocate for your child and are committed to finding ways to help them learn to the best of their God-given ability. However, there are times that correction needs to happen. We believe discipline is an important part of the training and loving of children. Based on clear Biblical truths, Genesis subscribes to the following guidelines.

- We believe that children must accept responsibility for their behavior. They should make amends by apologizing to those they have hurt and ask God's forgiveness for wrongs committed.
- It is important that children receive God's grace and forgiveness along with the forgiveness granted to them by others.
- It is also important for them to accept the consequences of their behavior (and make restitution if applicable).
- Following these guidelines helps children learn from their mistakes and grow in wisdom and maturity.

How can a young man keep his way pure? By living according to your word. I seek you with all my heart; do not let me stray from your commands. I have hidden your word in my heart that I might not sin against you.

Psalm 119: 9-11

Classroom Disciplinary Procedures

Teachers will handle common offenses with their students. For serious offenses—such as lying, stealing, fighting, profanity, disrespectful or defiant behavior, threatening speech or behavior—students will be sent to the office for possible parent notification of offense. Office referrals and discipline will be determined on a case-by-case basis with the following used as a guideline:

- When a student is sent by the teacher to the office, administration will discuss with both the student and the teacher what happened.
- Depending on the offense, a note or call home will explain the offense and the consequence to the parents. Appropriate consequences will be given by the administration.
- If the student continues to display the behavior multiple times in a day, a parent will be contacted and, if necessary, a meeting planned. Appropriate consequences will be given by the administration. The consequences for the day could include the student going home to cool off and think about their behavior and try again the next day.
- If the behavior continues, administration may consult the school board for more severe consequences including an in-school suspension or an out-of-school suspension.
- If a student receives more than one out-of-school suspension, the parents may have to meet with the school board before the student will be allowed to return to school.

Cool Down Time

If a student loses control emotionally, the teacher may send the student to the office to "cool down." A note may be sent home and parents asked to sign acknowledging receipt of the notice and the issue. After three of these "cool down" periods, the teacher may choose to use an office referral for the lack of self-control.

Dispute Resolution

The Bible teaches that believers should seek to solve differences that may arise between them in any manner consistent with the teaching of the New Testament. If a parent or student has a problem that is causing concern, it needs to be addressed with the teacher first. If the administrator, after being brought in for a classroom, student, or parent issue, cannot resolve the issue, the Board of Trustees will become involved. If a student, parent or teacher has a problem with the administrator, it needs to be addressed with the administrator first. Then, if it cannot be resolved, the Board of Trustees will become involved.

The following steps must be followed in this process:

- Take the issue/problem to the person you have the complaint/issue with to try to rectify the problem.
- If a resolution is not met, then seek out your administrator to request a meeting.
- Attend a meeting with all persons involved, including the administrator.
- If a resolution is not met, then a meeting will be scheduled by the administrator with a GSI board appointed trustee.
- If a resolution is still not met, a meeting will be scheduled by the GSI trustee with the entire school board.

If this does not solve the problem, the administrator or board member will bring the issue to the Board of Trustees and at their discretion, the parents, teacher and administrator may be asked to be present at a board meeting. However, in the event they are unable to resolve a dispute without the assistance of others, we believe Christians are prohibited from bringing civil lawsuits against other Christians to resolve personal and contractual disputes. (Matthew 18:15-17) Therefore, all Parties subject to this Policy Manual/Parent and Student Handbook agree to resolve differences according to the Scriptures. The Parties waive any and all rights they may have to pursue administrative remedies, civil lawsuit, or appeal for relief to any body, corporate or political. The Parties agree to submit any and all disputes, both personal and professional, arising out of and collateral to the operation of GSI, to the Elders of Tonganoxie Christian Church, Tonganoxie, Kansas. The Elders shall have full and final authority to hear and decide the dispute including, but not limited by reason of the following enumeration: the enforcement of such decisions as may have been made by the Administrator or the Trustees of GSI; the modification of such decisions; the award of monetary or other relief to the aggrieved Party regardless of whether that party is the school, corporate entity, teacher, parent or student.

Terminology of Negative Peer Interaction

The following definitions will be used to identify and work through negative interactions between peers.
If a student sees or experiences bullying, they should tell an adult right away.

BULLYING	CONFLICT	MEAN MOMENT
• One-sided • Happens over and over again • On Purpose • Hurtful	• Both people are involved • Happens sometimes • On purpose • Hurtful	• One-sided • Happens one time • On purpose • Hurtful
ACTION: Student should report to an adult right away. See Classroom Disciplinary Procedures section for additional steps after a report is received.	ACTION: Students will be directed to take a break to calm down. The incident will then be addressed by staff, including an opportunity to talk about what happened and explore how it could be handled better in the future.	ACTION: Students will be directed to practice apologies and forgiveness.

Student Attendance Policies

At Genesis Christian Academy, we believe that emphasizing the importance of regular attendance is necessary for the academic achievement of our students. Studies show that excessive absences, for any reason, negatively affect the accomplishments of students. For this reason, we have the following attendance policy:

Students must be in the gym for morning devotion by 8:00 am. Any student not reporting to his/her class by 8:00 am will be counted tardy.

A student receiving FOUR tardies in a quarter will be assessed one unexcused absence.

If at all possible, please contact us by 9:00 am if the student will be absent or tardy.

Excused absences will be allowed for the following reasons:

- Illness
- Doctor and dental appointments
- Funeral
- Family medical crisis
- Planned absence

Absences exceeding SIX in a quarter and TEN in a semester will be considered excessive, regardless of the reason. The administrator's office will notify the parents of students with excessive absences. After this notification, the school will require a note from a doctor stating the reason for additional absences or they will be considered unexcused.

Toilet Training

All students are required to be toilet trained. For students K-2nd grade, accidents exceeding twice a month are considered concerning. Parents will need to meet with administration to determine steps to eliminate accidents at school.

Health and Medical Matters

Genesis Schools will abide by state and local health guidelines regarding illness.

Keeping our office equipped with up-to-date health records is one of the responsibilities of our parents. Students must have current immunization records on file at the beginning of the school year and the office must be updated with any new immunizations given.

Students entering Genesis Christian Academy for the first time must have a current health assessment, filled out by a physician, on file as required by the state of Kansas.

Each student must also have a current emergency medical release form on file in the office. This form may be obtained through the school office or website and MUST be completed and returned to the school prior to the first day of school. This form requires a notary and may be notarized for free by our office.

In case of illness

If your child is experiencing any of the following symptoms, the child can not attend classes:

- Temperature of 100 degrees or higher
- Vomiting or diarrhea
- Extremely sore throat
- Pink eye (Conjunctivitis)
- Lice– can return after 1st treatment
- Strep Throat
- Flu-like symptoms
- COVID-19 like symptoms of consistent cough, dizziness, extensive rash, shortness of breath

Children must be fever free without medication for 24 hours before they can return to school.

If your child needs to take medication, please send it to the office in a ziplock bag with name clearly marked and instructions.

Absences Explained

Planned Absence—In order for a planned absence to be excused, the school office and teacher must be notified in writing no less than one school day in advance of the absence. For planned absences lasting more than TWO days, the notification must be at least one week prior to the absence. If notification is not made, the planned absences may be considered unexcused. Make-up work from a planned absence is due the day the student returns or credit may be forfeited unless other arrangements have been made with the teacher. Please note that it is not always possible to get work ahead of time for all subject areas from a teacher given the continual fluctuation of the daily lesson plan.

Make Up Work—Students are given ONE DAY PER ABSENCE to make up missed work. Students who had advance notice of quizzes, tests, project due dates are still expected to be ready for those things to be done as soon as they return to class.

Activity Related Absences—Students who are absent due to school-related activities must make arrangements with teachers in advance for completion of missed assignments.

2026-2027 Genesis Christian Academy

(K-5) DRESS CODE POLICY

Genesis Christian Academy's Dress Code is designed to create a culture of neatness, modesty, and an atmosphere for learning that reflects our Christian beliefs. Students are expected to be in dress code during school hours.

CLOTHING ITEMS	WHAT TO WEAR	WHAT NOT TO WEAR
TOPS T-Shirts, Polos, Henleys, Jackets, and Hoodies • May be worn tucked or untucked • Must be long enough to cover the entire midsection whether seated or standing	Solid color or pattern shirts • Brand names or logos roughly the size of a half-dollar coin • GCA logoed shirts, sweatshirts, or hoodies • Hoodies or jackets with larger logos used for warmth only and not as part of an outfit may have school appropriate graphics, patterns, or logos	• Shirts with graphic images and words • Cropped or short shirts • Spaghetti/thin straps (less than 2 inches) • Racer back tank tops
BOTTOMS Jeans, Khakis, Slacks, Shorts Skirts & Dresses (girls only) GIRLS: Skirts and dresses must be long enough to reach the top of the knee. Shorts or leggings must be worn underneath. ALL: Shorts must touch or extend beyond the middle fingertip when arms are positioned parallel to the body. Shorts may be not be worn between November 1 and March 1.	Bottoms may be patterned or solid. Patterned bottoms are permitted as long as clothing is appropriate to the child's gender. Patterned dresses are permitted. • All bottoms must be appropriately sized and modest. • Clothing must be in good repair, free of excessive holes, tears, and fraying. • Pants must be worn at or above the hips with no visible undergarments or exposed midsection.	• Super skinny or form fitting • Spandex, Yoga Pants • Leggings (as pants) • "Bike" shorts • Mesh/jersey material bottoms are only permitted on Fridays

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(K-5) DRESS CODE POLICY CONTINUED

Genesis Christian Academy's Dress Code is designed to create a culture of neatness, modesty, and an atmosphere for learning that reflects our Christian beliefs. Students are expected to be in dress code during school hours.

CATEGORY	SPECIAL DAYS/EVENTS
HAIR ALL: Boys' and Girls' hair should be neatly groomed and combed. Extreme coloring of hair is not acceptable. Hair coloring and styles must adhere to moderate taste and within the spectrum of natural hair color.	**FRIDAYS** Fridays are Casual Days! Students may wear: • Unaltered Christian t-shirts or Genesis t-shirts • Christian t-shirts must clearly promote Christianity • Loose fitting athletic wear (leggings still prohibited) • Appropriate local, regional, or national team gear
ACCESSORIES **BOYS:** • May not wear earrings or nail polish **GIRLS:** • May not wear more than 2 earrings per ear; piercing in ears only • May not wear black nail polish	**FIELD TRIPS/SPECIAL EVENTS** Field trip apparel or special events will be determined by the Administration for each event. Modesty requirement remain unchanged for field trips and special events. Details for each event will be sent out in advance.

CONSEQUENCES FOR DRESS CODE VIOLATIONS

- **1ST OFFENSE:** Student addressed privately; violation is explained; student may be asked to adjust clothing at school, if possible (example: turn a shirt inside out). If it cannot be adjusted, parents may be contacted to provide alternate clothing.
- **2ND OFFENSE:** First offense consequence plus dress code violation form sent home.
- **3RD OFFENSE:** Second offense consequence plus office to contact parents.
- **4TH OFFENSE:** Third offense consequence plus the office will set up a meeting with parents and members of the Board.

General School Info

School Hours are from 8:00 am to 3:00 pm

Before School Care

Monday-Friday	**7:00-7:45 am**

Genesis Christian Academy

Kdg - 5th Grade	**8:00-3:00 pm (M-F)**
After School Care	**3:15-5:30 pm (M-F)**

Academy students will be permitted to enter the building, without Before Care fees, at 7:45 am. It is requested that parents bring children by 7:55 am. Students are considered tardy after 8:00 am. If weather is a problem such as icy roads or other road conditions, late students will not be marked tardy. We want parents to take safety precautions.

Students should be picked up promptly at the end of the school day. Any student who is not picked up 15 minutes after dismissal time will automatically be enter the After School Care program. The customary fee for this service will be charged.

Snow Day with Early Dismissal

When it comes to weather events, many factors are taken into consideration on our closing. Once the school board has made their decision, notification of cancellation will be made by our administrator through our school REMIND text, email, Facebook page and website.

In the event we must close early, the same notification method above will be used. If student is not retrieved within 30 minutes of early dismissal time, the parent will be called. After care will be available on early dismissal for snow days for one hour following the dismissal time. Customary fees will apply.

Visitors

We welcome visitors to the school at any time. All visitors must enter through the school's main entrance (Door B) and check in at the school office. Any forgotten items should be left in the office so they may be distributed during class breaks.

Lunches and Snacks

Genesis Schools, Inc. does not provide a daily lunch program. Students and teachers will need to bring a sack lunch Tuesday - Thursday. Please do not send food that must be heated. We do not have the facilities or equipment to heat each student's food. Students may, on occasion, be given a microwave pass as a reward.

Hot Lunch Monday is a volunteer driven meal available for students. Cost is $5.00 per lunch. Lunch cards can be purchased for $50 for 10 lunches.

Fun Food Friday (FFF), pizza from Gambino's will be available for purchase by the slice. Other snacks such as chips, cookies, fruit cups, etc. will be available for purchase.

Milk is available daily. Students may pay daily, or a milk ticket may be purchased at the beginning of the school year. The milk ticket allows one milk per day.

Kindergarten families will be asked to help provide snacks for the class.

Electronic Devices

The office telephone is available for use with permission for emergency calls home. We ask that parents use discretion when calling to speak to their student.

Personal cell phone use for phone calls, text messages, picture or video taking will not be allowed during the school day without expressed permission from the office.

If a student brings a cell phone or smart watch to school, it will be checked in with the teacher at the beginning of the day and returned to them at the end of the day.

Video game systems should not be brought to school.

If a device is used against direction, it will be confiscated and held in the office until the end of the school day. Repeated offenses may result in the confiscation of the device and the need for parent retrieval.

General School Info continued.

Show and Tell

Early elementary classes may have show and tell on days scheduled by the classroom teacher. Toys should not be brought to school on other days unless kept in the student's backpack. GSI does not allow any student to bring live pets, real or toy guns, rifles or knives to school. Electronic toys are not allowed during the school day (8:00 am-3:15 pm) Students in Before/After Care will not be allowed to use electronic toys without permission. GSI also does not allow toys or objects which tend to suggest, promote, or glorify evil.

Yearbook

Each year we compile a yearbook with student pictures by grades and other candid shots taken during the year. It will be available for a fee to cover the cost.

School Pictures

School pictures are taken annually. The purchase of these photos is voluntary.

Books and Supplies

A supply list will be provided for each grade level and posted on the school's website. Each student must have some kind of book bag to use for school. We discourage book bags with characters that suggest, promote, or glorify evil. It is important for the student to bring his/her book bag to school each day.

Money in School

At times, it will be necessary for students to bring money to school. They should bring it in a sealed envelope or zip lock baggie with the student's name and the purpose for the money written on the outside. Students are responsible for any money they bring. GSI discourages parents sending money with their child unless it is for a school activity.

Field Trips

Field trips are encouraged. Parents will be notified of upcoming field trips and will need to provide signed permission slips and/or money for the field trip activity for their student. Unless directed otherwise, Genesis students are required to wear a Genesis shirt on the field trip. Students are required to ride school arranged transportation unless there is a physical or medical reason prohibiting them from doing so. Parents may take their child home directly from the field trip after they have checked them out with the classroom teacher. Siblings are not allowed to ride school-provided transportation. There may be restrictions on siblings attending the field trip itself.

Genesis School Shirts

An official Genesis shirt will be available for students.
All students will be required to wear this shirt or field trips and other requested days. Upper grade students will also need a PE shirt.

Before/After School Care

GSI provides a before and after school program for enrolled Academy students. Before Care is in the gym beginning at 7:00 am until 7:45 am. Afternoon Care hours are 3:15 - 5:30 pm. Children enjoy free play, snacks, opportunities to finish homework, playing outside and other activities as time and weather permit. There is a yearly enrollment fee of $50 per child. Billing for hours used is done monthly by the school. Hourly fees are determined at the beginning of the school year by the school board. Receipts available upon request.

Donations and Gifts

Genesis Schools, Inc. is a non-profit 501(c)3 organization. Donations are always welcome. Cash gifts will be placed in the General Fund or Endowment Fund to meet ongoing needs of the school unless otherwise designated by the donor. A notice of donations will be given for a tax deduction if requested. Tuition is not tax deductible. Payments above standard tuition are tax deductible. Consult your tax advisor for more information.

General School Info continued.

Communication is the key!

Our staff is encouraged to maintain an open line of communication with their students' parents. This is accomplished in many ways, through the use of a weekly newsletter, Remind texts, emails, daily take home folders or planners, and phone calls.

In addition to these methods of communication, our Academy holds Parent-Teacher Conferences twice a year, in October and in March. Fall conferences are mandatory and appointments are made with our office. Spring conferences are not mandatory, but encouraged.

Weapons of any variety are not allowed at Genesis Schools. Examples of weapons are hunting knives, pocket knives, guns, or explosives, etc. Weapons will be confiscated on site. A parent can pick up the items after school.

Parent Volunteers

The saying goes, "It takes a village to raise a child." It also takes a village to have a successful school year. Genesis Christian Academy asks for volunteers throughout the school year to help our school succeed. Finding ways to volunteer is easy! From volunteering in the lunch room, to helping collate worksheets before the school year begins, to working on or with many of our annual events and fundraisers, there is something for every one! Genesis uses an online volunteer program to schedule our volunteers.

Simple ways to help our school raise money while doing everyday tasks!

Box Tops for Education! Download the app from your App Store, choose Genesis Christian Academy, scan your receipt, done! No more clipping! Just scan your receipt every time you shop.

Best Choice labels are still being collected. Send in your labels anytime!

Eat at Gambino's Pizza in Tonganoxie on fundraiser nights. Mention Genesis when ordering and we will receive 20% of the sales for that night! Watch the newsletter for specific days.

Buy your gift cards through Genesis! We participate in the Raise Right Gift Card program! Or download the wallet app, and use e-cards for your personal shopping and dining.

Become a Corporate/Business Sponsor! Ask the school office for an information packet.

Genesis Schools, Inc. Infectious Disease Policy

In the event that a student or staff member contracts or is diagnosed with any infectious disease, GSI will continue to minister to those directly involved in the most feasible way possible. The staff member, family, or student will be asked to meet with the Administrator and Chairman of the Board of Trustees. At that meeting, or soon thereafter, the affected party should provide a statement from the treating physician, explaining any risk of infection to others at the school. If the physician and representatives of GSI agree that the health of other individuals is not at risk, and the affected party can adequately perform their duties in the school, then the individual may pursue his/her employment or education with three exceptions:

A. Aggressive behavior such as biting others will result in immediate expulsion or discharge.

B. Failure to control bodily secretions will result in immediate expulsion or discharge.

C. Exhibition of open sores or lesions may result in suspension, expulsion or discharge.

2026-2027 Specific Info

Here are just a few of our planned activities for the 2026-2027 school year!

We hope you will mark your calendar and join in the fun!

Better yet...volunteer and help make the events even more of a success!

August 6	Final Enrollment-Online	February 5	Father/Daughter Event
August 17	Back to School Mtg	March 12	Parent-Teacher Conferences
August 19	First Day of School	April 9	Night of Knights
September 18	Grandparents Day	April 29	Spring Programs
September 25	All School Field Trip	May 19	Last Day of School
October 10	Mother Son Event		
October 14-15	GCA Parent-Teacher Conferences		
November 20	All School Thanksgiving Dinner		
December 11	Christmas Program		

2026-2027 Genesis Schools, Inc.

Board of Trustees

Steve Lindsay	Chairman
Becky Ayers	Trustee
Sarah Drake	Trustee
Kathy Link	Trustee
Eric Wylie	Trustee
Katie Volk	Trustee

The GSI School Board can be contacted at:

trustees@genesisschools.org

Addendum 1

The following will serve as definitions and procedures for guests to Genesis Schools.

Volunteer: A volunteer is an uncompensated individual who freely gives their time and skills to support students, teachers, and staff within our school community.

Visitor: Any person who enters a school property or facilities who is not a currently enrolled student or an assigned employee of the school.

Volunteers & Background Check

A school volunteer must enter the building through an assigned door and check in with the office. If their volunteer work requires it, they may be in the building without a staff escort. As volunteers are not escorted, they must pass a background check.

Visitors

Visitors come to our building for the following reasons:

1. Drop off or pick up an item

2. Eat lunch with a student

3. Participate in a special activity or special day

Visitors are not required to pass a background check.

All visitors must enter through an assigned door and check in with the office. If remaining in a building for an individual reason (i.e., to eat lunch with a child), they are to wear a visitor's sticker provided by the office.

Visitor stickers will not be dispersed for large group activities.

During party days where a large number of adults are in the building, a staff member will be moving about the building paying special attention to exits and restrooms.

Visitors with sexual misconduct charges against children will not be allowed to enter the building.