



# ONTARIO CHRISTIAN SCHOOL

*Growing Christian Leaders*

## BACK TO SCHOOL INFORMATION 2023 - 2024

### Knights Kickoff Cookout

- **Thursday, August 10** - [Kickoff the 2023-2024 school year](#) with your Ontario Christian Community! Join us from 5:00 p.m. to 7:00 p.m. at our high school campus for food, games, family photo ops, and more! This is a freewill offering event with proceeds benefiting Ontario Christian's athletic program.
- Participate in the [14th Annual 3 Mile Run/Walk](#) hosted by the OCHS Boys and Girls Cross Country & Track Team and shop for your Knights gear at our OC Boosters Store.
- Pick up your 2022-2023 OCHS Shield Yearbook.
- Access your PreK-5th grade class lists and Middle School advisement lists.
- Receive information on how you can get involved in our Ontario Christian Parents Association ([OCPA](#)).

### Meet the Teacher

- **K through 8th Grade - Monday, August 14** - Families and students are invited to visit classrooms and their teacher(s) any time between 5:00 p.m. and 7:00 p.m. No formal presentation will be given. Please consider this a time to show your student where to go, meet their teachers, and prepare them for their upcoming learning experiences. This is the perfect time to drop off your [back-to-school supplies](#) and items for desks! Students do not need to be in uniform on Monday evening.
  - A standards-referenced grading information session will take place before (4:30pm) and after (7:00pm) the Meet the Teacher event in the multipurpose room. Each information session will last approximately 30 minutes.
  - **5th Grade** A parent meeting for 5th graders interested in starting band will take place in the band room with Mrs. Zumbrunnen at 4:30 and again at 7:00.
- **Preschool and TK** Meet the Teacher will take place from 3:00 p.m. to 5:00 p.m. on Monday, August 14.
- **Classical Hybrid K-8th Grade - Monday, August 14 at Living Word Assembly of God Church Campus** - Families and students are invited to visit classrooms and their teacher(s) any time between 5:00 p.m. and 6:00 p.m. No formal presentation will be given. Please consider this a time to show your student where to go, meet their teachers, and prepare them for their upcoming learning experiences. This is the perfect time to drop off your [back-to-school supplies](#) and items for desks! Students do not need to be in uniform on Monday evening.

### First Day of School

- **K-5th - Tuesday, August 15** - First Day Prayer for students and faculty on the playground at 8:20 a.m. School will dismiss at noon.
- **Middle School - Tuesday, August 15** - First Day Prayer for students and faculty on the playground at 8:20 a.m. School will dismiss at noon. Students need to be in school uniform

and meet in their assigned advisement classroom; schedules will be distributed accordingly. This information will also be available on your FACTS Family portal prior to the first day but is not official until this day. School photos and ID photos will be taken this morning. Please see additional school photo information below.

- **High School**
  - **Freshmen and New Student Orientation - Tuesday, August 15** - Incoming freshmen and new students in grades 10-12 are to report to the Knights Center at 8:00 a.m. This mandatory orientation program will provide you with an opportunity to meet other students and your teachers, to become familiar with the campus, and to run through your schedule. **Students must be in uniform**; lunch will be provided, and the day will end at **noon**.
  - **High School First Day of School - Wednesday, August 16** - All high school students will have their first day of school on Wednesday, August 16. This will be a Late Start Day for high school, beginning at 8:55 a.m. and ending at 2:50 p.m. School pictures and ID photos will be taken during the school day. Please see additional school photo information below.

## School Hours

- **Full-time K through 8<sup>th</sup> grade** meets from 8:10 a.m. to 2:50 p.m. every school day except for Late Start on Wednesdays, 9:00 a.m. to 2:50 p.m.
- **Part-time K** meets from 8:10 a.m. to 2:50 p.m. every Tuesday, Wednesday, and Thursday except for Late Start on Wednesdays, 9:00 a.m. to 2:50 p.m.
- **Classical Hybrid K-8th grade** meets from 9:00 am to 3:00 pm every Tuesday and Friday
- **High school students** attend classes from 7:55 a.m. to 2:50 p.m. except for Late Start on Wednesdays, 8:55 a.m. to 2:50 p.m.

## Parent Orientation/Information Nights

- **Classical Hybrid** - August 1 at 5:00 p.m. (In person)
- **Preschool** - August 9 at 6:00 p.m. (In person)
- **High School** - August 21 at 6:30 p.m. (In person)
- **Elementary K-5** - August 22 at 5:30 p.m. (In person)
- **Middle School** - August 22 @ 6:30 p.m. (In person)

## GENERAL INFORMATION

## School Pictures

- **K-5 Students** - Pictures of K-5 students will be taken on August 23 and students must be in school uniform. Ordering information will be sent home the first week.
- **Middle School** pictures and ID photos will be taken on Tuesday, August 15. Order forms will be available Monday at Meet the Teacher Night (check/cash/credit card accepted). Information will be sent prior to this day to allow you to pre-order pictures online.
- **High School** pictures and ID photos will be taken on Wednesday, August 16 during the school day. Ordering information will be sent by email prior to the first week of school.
- **Preschool**- Pictures will be taken on November 2.

## School Lunches

**K-8 Students** have the option to bring their own lunch or order from the **Knights Corner Kitchen Too**. This school-owned food service will provide a hot lunch that must be [pre-ordered](#) through your [FACTS Family portal](#) for the cost of \$6.00 for each lunch. Detailed instructions for ordering K-8 lunches online can be found [here](#).

- In order to avoid technical difficulties, please place lunch orders using a computer, not using your cell phone. Lunch orders are to be placed the night before, not the same day.
- Lunch orders placed same day will result in an E-Lunch from the office (\$6.00)
- Reimbursements will be made only for sick absences.
- A call to the Kitchen must be made by 9 a.m. for lunch reimbursement for said absence.
- **Pre-ordered lunches will not be reimbursed for Classroom Parties or Field Trips.**
- **No switching of days is allowed.**

**High School Students** The Knights Corner Kitchen (KCK) is a cashless system. Parents will need to preload money through FACTS by way of their family portal. Find instructions [here](#). Students will be given a student ID with a barcode, and the ID card will be used to make purchases from the KCK. Note: Student ID must be used to make purchases. Please monitor your balance closely as it is very difficult for us to prevent students from overdrawing their account. Entrees will be \$7.00, and we will still offer fresh salads, fruits, snacks, and beverages.

## Drop-Off and Pick Up

- **Elementary and Middle School Campus**
  - All students will drop off at the front of campus (Euclid Avenue).
  - Students with last names beginning with A-L will pick up at the front of campus (Euclid Avenue), and students with last names M-Z will pick up at the staff parking lot located off of Cedar. RIGHT turns only into the parking lot.
  - Please note that drop-off and pick-up procedures are subject to change as deemed necessary. Any changes to this process will be communicated via email to families.
- **High School Campus Drop Off** - Please enter at the **west** driveway on Philadelphia Street and exit at the **east** driveway. Please note: morning drop off in the Knights Center lot is not permitted.
- **High School Student Parking**: Student parking is available for a fee of \$10 per year. Seniors and juniors receive parking assignments before other students, and applications can be found [here](#).

## Immunizations, Physicals and Medications

According to California statute, students enrolling in California public and private schools must present documentation that immunization and current health requirements have been met\*.

### Health Examination

- California law requires a health examination prior to school entry
- All currently enrolled students will need to have a physical health examination on file with the school prior to *1st grade entry*

- All newly enrolled students will need to submit proof of health examination before attending classes

### Immunizations

- California list of [required immunizations](#)
- A copy of the Tdap immunization is required for any student attending the 7<sup>th</sup> grade
- Students may not attend classes until proof of the required immunizations are met and submitted to our office\*

*For returning students please make sure all medical records are up to date in the office.*

\*Proof of immunization and a recent physical must be in the school office **before** August 7th, 2023.

For more information please visit:

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/School/shotsforschool.aspx>

### Medications

All students requiring the use of medication, both over the counter and/or prescription, during school hours must provide a doctor's note/order AND written parental consent. The doctor's note/order must include the student's name, name of medication, time to be given, amount to be taken and route in which to take it by. In addition to a doctor's note, written parental consent is also required. Forms for parental consent may be picked up in the elementary office during normal business hours. All medications must be stored in the health office and not in student's backpacks, bags or pockets, for safety purposes. Please contact Jennifer Kiemeney, K-8 School Nurse, at [jkiemeney@ocschools.org](mailto:jkiemeney@ocschools.org) or (909)-983-1010 x508 with any questions.

### FACTS Family Portal

With the start of school, please update changes to key information in your [FACTS Family portal](#), such as cell phone numbers, addresses, medical information, and emergency contacts. **This important information is essential during the course of the school year.** Please complete the update by the end of August.

### Online School Directory

Ontario Christian uses an online directory in the [FACTS Family portal](#) that is available for all OC parents to view. During the online enrollment, parents chose to be a part of the online school directory. To make changes to the directory, please log into your FACTS Family portal, click Web Forms and select WebForms. Under 'Custodial Parent', select the Custodial Parent Form next to the parent's name and scroll to the bottom. Changes must be the same for both parents in the household if you choose to block your information.

### Supply List

[A list of requested K-8 supplies is listed here.](#) On the first day of school, high school students will receive information about supplies they will need for their classes.

## Dress Code

Dennis uniforms are required **including on the first day of school**. Please note that solid navy and red uniform items (dresses, skirts, shorts, shirts, and pants) and tan polo shirts have been retired from the Ontario Christian dress code. For pricing, online shopping, and locations for in-person shopping visit the [Dennis Uniform Website](#). Our school code is **ANOOPC**. For more information, please call (800) 854-6951.

**High School** - Please see this [Dress Code update](#) for the 2023-24 school year.

## Finances

OC partners with FACTS Management Company to manage our tuition program. FACTS will be communicating with you 5 days before a payment is to be processed by the preference (email or postal mail) you chose at the time of enrollment. To view **ALL** the details of your account, please log in to your [FACTS Family portal](#). For any questions, you can contact FACTS directly or email Cathy Hough at [chough@ocschools.org](mailto:chough@ocschools.org).

FACTS will also invoice for incidental billing for such things as class fees, special events, athletic spirit packs, overnight field trips, etc. Watch for invoices from FACTS in regards to these bills. You can choose to have these invoices automatically deducted using the same payment method as your tuition. You may also view details and make your payment by logging on to your [FACTS Family Portal](#).

## OC Publications and Online Resources: *Campus Connection*, *Knightline*, and *Student/Parent Hub*

- Bookmark the [Parent and Student Hub](#) page on our website which has many helpful resources and links to the most-used pages (bell schedules, calendars, news, directories and more) - all in one place! Go to <https://ocschools.org/knights>
- The primary source of information about student programs, events, and activities is the *Campus Connection* which is emailed to parents biweekly during the school year (August-May). Archives are also made available on the [Campus Connection page](#). LOOK THIS OVER CAREFULLY AS IT CONTAINS A WEALTH OF SCHOOLWIDE INFORMATION.
- The *Knightline* magazine provides updates and information for parents, grandparents, alumni, and friends of the school. This is published and mailed two times per year and is [available on our website](#). Please make sure we have your correct email and postal mail addresses in your FACTS Family Portal.

## School Calendars

The yearly academic school calendar for 2023-2024 can be [found here](#). A detailed school event calendar is available on our [website calendar page](#). Athletics events can be found on the [Athletics Calendar](#).

## Extended Care - Kindergarten Through 8th Grade

Extended care for students is offered on the elementary campus before and after school. Before school care is offered from 6:30-7:45 a.m. After school care, "[Club Impact](#)," is offered from the close of school until 6:00 p.m. Any student arriving on campus before 7:45 a.m. must go to the multi-purpose room and check-in; the elementary campus is unsupervised until this time.

Day Care will begin on the first full day of the new school year, Wednesday, August 16. Details are [available on the school's website](#), or you may contact **Mrs. Liz Ibarra**, Daycare Director, at either [libarra@ocschools.org](mailto:libarra@ocschools.org) or 983-1010, ext 503.

## MIDDLE SCHOOL AND HIGH SCHOOL INFORMATION

### Schedules

All middle school advisement lists will be available Thursday evening, August 10, at the Knights Kickoff Cookout. If you happen to see your schedule in your FACTS Family Portal before that, be aware that classes and advisement groups may be subject to change. Finalized schedules will be ready on the first half-day of school, Tuesday, August 15.

High school schedules will be activated for student/parent viewing on your Family portal, August 3.

- Any schedule change requests for grades 9-12 are to be emailed to Mr. Stutz ([mstutz@ocschools.org](mailto:mstutz@ocschools.org)) for last names A-L, and Mrs. Hagelis ([shagelis@ocschools.org](mailto:shagelis@ocschools.org)) for last names M-Z.
- The last day to make any schedule changes will be Wednesday, August 23. After that deadline, schedules are final.

### PE Dress Code

Uniforms are required for physical education classes for students in grades 6-12. One set is provided to a student new to OCS; additional sets may be purchased from the PE department at a cost of \$25 per set, or shirts at \$10 and shorts at \$15.

### Athletic Participation and Physicals

All students participating on a middle or high school athletic team must have a current sports physical on file. Sports physicals can be obtained offsite from your primary care physician or an authorized medical provider. Please print out and bring the [OCS-Sports Physical Form](#) with you to your appointment. Additional information on obtaining athletic clearance can be found [here](#). The athletic physical is good for one calendar year. Please complete the athletic clearance procedures by your first practice or the date as communicated by your coach.

Athletics for middle school students include boys & girls cross country, girls volleyball and boys flag football, boys & girls basketball, boys & girls soccer, boys & girls track, baseball, and softball. Information will be provided regarding practice times, etc., shortly after school begins. Please contact Kendall Huisman, MS Athletic Coordinator, for more information at 909-983-1671 or by email at [khuisman@ocschools.org](mailto:khuisman@ocschools.org).

Athletics for high school include boys & girls cross country, boys & girls volleyball, football, girls tennis, boys & girls basketball, boys & girls soccer, boys & girls track, baseball, softball, golf, and cheerleading. Go to <https://athletics.ocschools.org/inside-athletics/handbook-forms/> for additional information regarding the OCHS athletic program and clearance process using Healthy Roster, an electronic medical record system used by our athletics department.

## WAYS TO GET INVOLVED

### Athletic Boosters Club

The Athletic Boosters Club invites Ontario Christian parents, alumni, and friends to join our organization and become involved in supporting OC athletics. At the monthly meetings, club members hear first-hand reports from our head coaches and athletic director and make plans on how to support, enhance, and equip high school and middle school athletics. For club information, please contact Mr. David Parkes, Athletic Director, at (909) 984-1756 ext.117. Meetings are generally the fourth Monday of the month.

### Athletics Program and Boosters Calendar Advertising Opportunities Now Available

Boosters is currently accepting submissions for advertisements in their high-quality and widely distributed athletics programs and calendar. [View information, rates, and advertising order form here](#)

### OCPA (Ontario Christian Parents Association)

Ontario Christian School and the OCPA board welcomes, encourages, and are thankful for parent support and volunteers! As a parent with a child attending Ontario Christian School, you are a member of the [Ontario Christian Parents Association](#). OCPA hosts a variety of fantastic community events, supports teachers with room parents, encourages staff appreciation, and raises funds during the school year to pay for special school projects. Be sure to stop by and learn more information about getting involved at the August 10th Kickoff Cookout, beginning at 5 PM on the high school campus.

### OCPA Scrip

Scrip is a great fundraiser for OC and your opportunity to receive a tuition rebate toward your child's education. Please see [this page](#) for details! If you have questions, contact Pattie Montejano (951) 733-6871

## Moms in Prayer

All moms, grandmas, and aunts of Ontario Christian School are invited to join [Moms in Prayer](#). This group is dedicated to praying on a weekly basis for students, the school, the school community, and special issues that arise. Meeting one hour each week, there is a Moms in Prayer group for both our elementary and high school campuses with dates and times to be determined for the 2023-2024 school year. Please check the [Moms in Prayer page](#) for more information.

## Substitute Preschool Teachers

We are currently accepting applications for Substitute Teachers for the Preschool campus. A substitute teacher at Ontario Christian School should follow Jesus daily, love working with students, exhibit a servant's heart and have a passion for education. To review our job posting and apply please click [HERE](#) or visit our [employment page](#).

## Ontario Christian School Association

The Ontario Christian School Association is the governing body of Ontario Christian School. The Association meets once a year to approve the annual budget, ratify any constitution or bylaws changes (rare), and approve the purchase/sale of land on behalf of the school as recommended by the Board of Trustees. The Association also elects Board of Trustee members to represent and serve the school. Interested in joining the Association? [Download the application here](#). You may turn in the application to Cathy Hough at [chough@ocschools.org](mailto:chough@ocschools.org) or 931 W. Philadelphia St. Ontario, CA 91762.

## High School Retreat Volunteers

September 20-22 is the 2023 [You-Knighted Retreat](#). We need volunteer chaperones, security, speakers, and much more! Please fill out [THIS](#) form to express interest in helping and get more information. You can also contact Nicole Martinez at [nmartinez@ocschools.org](mailto:nmartinez@ocschools.org) for more information.