



QCCS 101

Tips for New Families at
Quad Cities
Christian School

*Equipping World Changers
one Student at a Time*



Quad Cities Christian Administration Contacts

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Website: qcchristianschool.com

Jr/Sr High School Campus Hours

Office Hours: 7:30 am to 3:30 pm

Elementary High school Campus Hours

Office Hours: 7:45 am to 4:00 pm

School Campuses

Elementary School Campus
Preschool - 5th Grade
2305 7th St
Moline, IL 61265
P: 309.762.3800 ext 2
F: 309.762.8150

Jr/Sr High School Campus
6th Grade - 12th Grade
4000 11th St
Moline, IL 61265
P: 309.762.3800 ext 1
F: 309.762.8150

Campus	School Start	School End	Before Care	After Care
Elementary	8:30 am	3:30 pm	7:30 am - 8:00 am	3:45 pm - 5:30 pm
Jr/Sr High	8:00 am	3:00 am	NA	NA

Getting Ready

Before Your First Day at QCCS

- Application and Enrollment Packets Completed
- Copy of Immunizations and Illinois Physical
- Dental and Eye Exam Forms (if required)

New Family Orientation

This event is for new families and serves as a time for you to become familiar with how things are done at QCCS. This event takes place the first week of school. Please watch for dates on our website and emails.

Back to School Open House Event

This event is for all enrolled QCCS families and students, both returning and new, to come and check out their classes, meet teachers and get great back -to-school information from

administration. Please watch your emails regarding dates for this event. Open house usually takes place 2-3 days before the first day of classes.

Textbooks

Textbooks are covered by the curriculum and resource fees included in your student(s) tuition fee. For High School AP classes, teachers will provide the appropriate materials for an additional cost covered in the AP class fees.

Chromebooks

Each student will be issued a Chromebook at the beginning of the year. These Chromebooks are the property of QCCS and shall remain on site at each campus. Please see our Chromebook Usage Policy in our student handbook for more details. Student handbooks can be found on the QCCS website and in the FACTS Family Portal under Resource Documents.

Dress code

QCCS does not require a uniform. Students should feel free to wear clothing that expresses them best, within the boundaries of the QCCS dress code. The founding principles of our dress code are modesty and inoffensiveness. Please refer to the Dress Code in our student handbook for more details. Student handbooks can be found on the QCCS website under the New Families tab.

School Supplies

- Elementary Campus - All classroom supplies are purchased by QCCS. The only supplies your student will need is a backpack, a drink container and a lunch box.
- Jr/Sr High Campus - All classroom supplies required by teachers will be covered by QCCS. The only supplies students will need to bring are pencils and paper, along with any other items your student may need to help them stay organized.

Class SchedulesNight

For grades 6 - 12, class schedules will be available at the Back to School Locker Night and/or on the first day of school.

Lockers

Students, grades 6 - 12, will receive their locker assignment along with their schedules at the Back to School Locker Night. Lockers do not have locks on them. If you would like your student's locker to have a lock, you will need to purchase one on your own.

Ways to Stay Informed

Official School Emails

Official school emails are sent from FACTS and are the main means of communicating important information in a timely manner. All parents/guardians are added to the FACTS email list based on the information provided in their Family Portal. QCCS also uses FACTS text alert messaging service for quick reminders and updates.

The Eagle's Eye Newsletter

The Eagle's Eye Newsletter is our email-based newsletter sent out every quarter. The Eagle's Eye includes Jr/Sr High Campus news and is put together by our Jr/Sr High students. This email is specific to the Jr/Sr High Campus. Newsletters can also be found in FACTS under resource documents.

Elementary Digital Newsletter

Elementary has a digital newsletter that can be seen on Facebook.

FACTS

As an enrolled family, you should have your FACTS Parent Login information. Students in grades 1 - 12 will use their own student account to access FACTS (new student login information will be provided to students on their first day of school by the administration). In FACTS you can find up to date information during the year regarding class schedule, class information, homework, attendance, and a family directory. Teacher email addresses are also listed.

Social Media

QCCS uses several social media sites to help keep families informed about what is happening on campuses. Facebook is our primary social media source. The sites are primarily used to provide reminders for upcoming events, photos of students, faculty, and families, student accomplishments, and daily school happenings. Please consider following us on Facebook.

Ways to Reach Your Student's Teacher

Any questions or concerns regarding your student and what is occurring in the classroom may be handled by reaching out to your student's teacher. You may contact them by email. To send an email, you may find the teacher's email address through their class page on the FACTS website.

School Calendar

QCCS calendar is located on the school website (qcchristianschool.org) and on FACTS. FACTS is where you look to find out when school events are and what days school is closed. Athletic games are listed on our website and on FACTS as well.

Athletics and Extracurricular Activities

6th - 8th grade: Basketball, Chess, Cross Country, Fellowship of Christian Athletes, Golf and Soccer (boys and girls), Volleyball (girls only) and Scholastic Bowl

9th-12th grade: Basketball, Cheerleading, Chess, Dance, Fellowship of Christian Athletes, Golf, National Honor Society, Soccer (boys and girls), Student Council, Track/Cross Country, Volleyball (girls and boys)

Activities listed are subject to change.

General FAQs

What should my student wear on the first day of school?

Students can wear anything that is not against our school's dress code policy. Please refer to the Student Handbook.

At what time will the student be counted tardy?

Students who are not physically seated in class by 8:00 am at the Jr/Sr High School Campus, or at 8:30am at the Elementary Campus are considered tardy and should report to the main office to obtain a tardy slip before going to class.

What should I do if my student is absent?

For the Elementary Campus, please email the elementary office, elementary@qcchristianschools.org, before the official tardy time for absences and late arrivals. The office must be contacted no later than 9:30 am.

For the Jr/Sr High Campus, please contact the main office before the official tardy time for absences and late arrivals by emailing jkeller@qcchristianschools.org or office@qcchristianschools.org. Pre-arranged absence forms may be picked up from the main office or on the school website.

How do I sign my student out during the day?

If you pick up your student before the end of the school day, please go to the main office and sign them out. One of the administrative staff will contact the classroom your student is in and have them come to the office to meet you. For the Jr/Sr High Campus a phone call to the office when you reach the parking lot is sufficient; your student can sign themselves out.

Does QCCS offer before or after school care?

Elementary parents may register their students for the after school care program by contacting the Elementary Campus office. Extended care is available from 3:30 pm- 5:30 pm.

Before care at the Elementary Campus is available for elementary students starting at 7:00 am. Families that utilize these services will be charged additional fees through FACTS incidental billing.

Preschool FAQ's**Does my student need to be toilet trained?**

Yes. All students are expected to be toilet trained by the first day of school.

Does my student need a uniform?

No. Quad Cities Christian School does not require a school uniform. Students are allowed to wear anything that is not against the school dress code.

Where do I find information sent home by the teachers or school?

Elementary students each have a class folder in which teachers place assignments and announcements for students to take home. Parents need to check this folder everyday and return to school. General information from the school is sent out via email and FACTS when needed.

Jr/Sr High Campus students/parents should rely on emails from the office or individual teachers for important information. The FACTS Family portal is the primary location for announcements, grades, and calendar events.

Elementary Campus FAQs**When can I drop off my student in the morning?**

Students may be dropped off between 8:00 am - 8:30 am. Students arriving before 8:00 am will be charged for before care.

When may I visit my student at school?

Parents are always welcome to eat lunch with their elementary school students.

Arrangements should be made in advance with the main office. Parents are required to check in with the office before meeting their student for lunch.

How do I get my student's homework assignments?

During an absence due to illness exceeding one day, parents may receive homework assignments via FACTS or by contacting their teacher via email.

What do students wear for P.E.?

QCCS students are required to wear their daily P.E. uniform. Tennis shoes are required.

Jr/Sr High Campus FAQs

When can I drop off my student in the morning?

Students may be dropped off as early as 7:30 am. Students who arrive between 7:30 and 7:50 am should go directly to the gymnasium until the bell dismisses them to go to their 1st hour class.

How do I get my student's homework assignments?

FACTS allows students and parents to see an overview of lesson plans for the coming week, assignments and grades, and allows access to course outlines and resources provided by the teacher. Teachers may also communicate via email to individual students and parents or to the entire class regarding assignments or announcements pertinent to the class.

What do students wear for P.E.?

QCCS students are required to wear the designated PE uniform each day they have Physical Education class. Each new student receives one complimentary PE shirt and one pair of PE shorts upon enrollment. Additional PE shirts and shorts are available for purchase through the school. Students may also wear any official QCCS spirit wear or merchandise T-shirt in place of the standard PE shirt. Students must wear black or gray athletic shorts or athletic pants that comply with the school's dress code. Non-marking tennis shoes are required for all PE classes.

How to Get Involved

We love family involvement at QCCS! Below are our various parent groups that welcome involvement in the areas that are most meaningful to you and your family. Each group offers ongoing volunteer opportunities for parents wanting to get involved on their campus.

Parent Teacher Organization

The purpose of the PTO is to support the mission and vision of QCCS by partnering with families, faculty and church in promoting the school core values. The PTO hosts several events for students and families throughout the year like the Elementary Carnival, the High School Chili Cook-off and the Annual Trivia Night event. Any parent looking to get involved is encouraged to contact their campus office.