

Code of Conduct

Students

1. I agree to be respectful with asking questions or making comments. I realize the importance of listening to others when it is their chance to share.
2. I agree to treat others as I would want to be treated. I will show courtesy, kindness, and respect toward others regardless of their opinions being different from mine. I agree to show respect with my hands & feet, as well as with my speech.
3. I agree to treat our meeting place with respect at all times. I will choose to treat the building and things in it like I would want my own things to be treated.
4. I agree to clean up after myself in class, after class, and after lunch.

Parents

1. I agree to treat all children with kindness, and limit discipline to the process defined by the co-op.
2. I agree to assist at all times when I am needed.
3. I agree to teach and help each semester, and help during lunch and in classes when needed.
4. I agree to be faithful to my commitments to the co-op.
5. I agree to get substitutes when I am unable to fulfill my commitments. I also agree to not overburden other parents by getting substitutes too often.
6. I agree to arrive on-time to class.
7. I understand and agree that refunds are not offered.
8. I understand the nursery is available to teachers. I will not leave my children in the nursery when I am not needed as a teacher unless I am also in the nursery tending my own children.
9. I agree to make payments on time, and supply the needed supplies (if any) for each class my children are taking.
10. I understand I am fully liable for my children's safety, well-being, and behavior during co-op time, whether I am on-site or not. I will not allow my children to roam unsupervised on the premises.
11. I understand if I do not provide the needed supplies for each class, my child may be unable to participate.
12. I agree to inform, remind, and help my children understand the student code of conduct. I also understand I am responsible for my own children's behavior, and realize if I do not enforce the co-op code of conduct it may result in being asked to leave the co-op. I also understand there are no refunds if this takes place.

Student Discipline Process

1. If a child misbehaves or disrupts the class, the teacher will employ gentle discipline.
2. *No hitting, yelling, or disrespectful behavior will be tolerated* by students, parents, teachers, or volunteers. Any infraction may result in **immediate expulsion**.
3. We employ a "3 strikes you're out" policy.
 - a. If the teacher is unable to keep order with a child, they are asked to take the child to the parent or co-director (who will take the child to their parent). The parent will resolve the issue. If the parent is unable to resolve the issue to the teacher's satisfaction, a "strike" will be issued.
 - b. If problems persist, more strikes may be issued.
 - c. After three "strikes", a meeting must be held with a co-director, parent and teacher and approval must be obtained by both the teacher and co-director before the child will be allowed to participate again in the co-op.
 - d. Parents may be asked to stay with their child during class, rather than issuing strikes.

Parent Discipline Process

1. This co-op does not exist without parents being committed to it. If each parent does their share, the work is easy.

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2. We expect parents to support each other by being on time, putting effort into classes, keeping the meeting place clean. Everyone doing their part is essential for this co-op to be a success, and for our children to get the most out of it.
 - a. Any parent being consistently late, flaking on their teaching assignments, being disrespectful to other parents for any reason, or being consistently tardy will be grounds for being asked to leave by the co-op directors.
3. Children will not be allowed to attend the co-op if parents are expelled.