

Arrowwood Learning Community Code of Conduct

Please understand your responsibility in the co-op before your register. We seek to bring in highly knowledgeable instructors that may not have knowledge of classroom management.

1. It is the responsibility of parents to monitor and control the behavior of their children while involved in any event sponsored by the Arrowwood learning community.
2. We will abide by all rules of the facilities we are visiting.
3. Please be considerate of others by being quiet in the hallways and respectful of others' property and time.
4. No loud, disruptive, or disrespectful behavior will be permitted.
5. No crude gestures or profane language allowed.
6. If your child becomes unruly or distracting, please take your child to another room until you feel you can return.
7. Leaders and parents will work together to maintain an atmosphere conducive to learning during group gatherings. The Leader is responsible for leading. The parent helper is responsible for maintaining appropriate conduct in the classroom.

Arrowwood Learning Community

Policies and Procedures

- Co-op Families and Leaders should read and agree to the policies and guidelines in order to maximize the benefit of classes for all students. Parents attest that all students have been informed of these policies and guidelines.

Dress Code

1. Dress in a way that demonstrates respect for yourself and others.
2. Please note that we will often be exploring outdoors, and weather will not stop us unless there is threatening weather such as lightning in the vicinity. Please dress appropriately for current weather conditions.

General Behavior

*Please take note that we seek to bring in leaders to walk along side of students who are knowledgeable in the area they are instructing. They may not be trained in classroom management, and we ask that you address any behavior with your child that may detract or distract from the learning of those around them.

1. Students are expected to act in a respectful and polite manner to adults and fellow students.
2. Bullying behavior (whether physical, emotional, or verbal, including social media, text, etc.), will not be tolerated.
3. No weapons will be allowed.
4. No public displays of affection, including handholding, kissing, embracing and/or other physical fraternization.
5. Your belongings are your responsibility. Items left will be placed in the Lost and Found box. All unclaimed items will be donated to charity at the end of each 5 week cycle.

Illness and Medical Issues

1. Please do not bring/send your children who have had fever, vomiting, or diarrhea within the last 24 hours.
2. Please do not bring your child if they have a runny nose or a consistent cough.
3. Any accidents should be reported to the Administration. Parents must be notified.
4. Only adults will deal with bodily fluids and gloves will be used when dealing with blood.
5. If you have a child has any specific needs, please indicate that on the Medical Release/Liability form and inform teachers. Arrowwood learning community and its families do not claim medical expertise but will administer reasonable regular care when possible. No medicine will be administered without consent.

Discipline Policy

1. *First offense: Verbal warning. leaders/adults are encouraged to verbally inform the parent of the warning either in person during co-op that day or by phone during the week after the verbal warning was given.*
2. *Second offense: The second offense is to be documented by a written discipline notice. The written discipline notice is given to the parent and the Director. The student may be removed from class activities depending on his/her conduct.*
3. *Third offense: The third offense requires a second written discipline notice. After the second discipline notice is received, the family will receive a written summary letter from Support Group and Co-op Co-op Director. If necessary, a conference will be held.*
4. *Fourth offense or third written discipline notice: The third written discipline notice warrants expulsion of the student for the semester. Support Group and Co-op Board reserves the option of expelling the family.*