

Thursday Connection Parent/Student Contract 2011-2012 School Year

Family's Last Name _____

This form is to be read very carefully by parents and students.

- Parents, please initial at each parent space to indicate your understanding of the material.
- Parents of MS and HS students, please have students read and initial all student blanks indicating their understanding of the material.
- Parents of K-5 students please read and make sure your children understand the rules.

I. CHECK IN & OUT POLICY

- a) Children in grades K-5 must be scanned in and out each Thursday (at time of arrival and departure) by the Parent/ Guardian. If authorized by the Parent/ Guardian, students of high school age may sign themselves and their siblings in or out. Under no circumstances are K-5 students allowed to check themselves in or out. Upon arrival, all students are required to wear TC issued nametags on their person at all times while on the premises.

_____ (*parent initial*) _____ (*student initial*)

- b) High School and Middle School students may check themselves in/out provided they are in possession of their Thursday Connection ID. _____ (*parent initial*) _____ (*student initial*)

II. STUDENT CONDUCT AND BEHAVIOR

While on campus Students must:

- 1) Show appropriate respect to all teachers, volunteers, facility staff, and other students.
- 2) Comply with the published Thursday Connection Rules of Conduct.
- 3) Abide by Dress Code guidelines:
 - No offensive text/graphics on clothing,
 - No exposed underwear, midriff, or cleavage.
 - Shorts, skirts and dresses must be no shorter than 3 inches above the knee.
 - Leggings may be worn, but only with a skirt or dress that meets the dress code length.
 - All shirts (boys & girls) must have sleeves.
 - The board reserves the right to determine unacceptable dress.
- 4) Remain in the building during school hours unless otherwise directed by Thursday Connection teachers/staff. High School and Middle school students may be outside within designated areas.
- 5) Comply with all guidelines/rules of the facility we are using.
- 6) No visitors are allowed to accompany students to classes without the approval of an administrator on duty. No one will be allowed in the building without proper TC ID or signing in as a guest.

Parents are expected to impress upon their students the need for compliance with TC behavioral rules and guidelines. In the event of violations, parents will be contacted and expected to expeditiously remove their students for correction and parental counseling. If needed, the board will follow our student discipline guidelines. _____ (*parent initial*) _____ (*student initial*)

III. STUDENTS' SAFETY/SUPERVISION

- a) Thursday Connection's last class ends at 4:30pm. and if a child is not picked up by 4:45 the child will be riding home with one of TC Administrators. It is the parent's responsibility to contact the administrator to receive directions to her home. _____(parent initial)
- b) The utmost of care and supervision will be used with all students of TC, however TC cannot be responsible for the risky actions students take upon themselves that may result with any injury. TC will not be held liable for students' actions or injuries that have been in direct violation of Conduct Rules. . _____(parent initial) _____(student initial)

IV. HOMEWORK RESPONSIBILITIES

Enrichment classes will offer limited homework and only serve to enhance the family's home schooling experience. Course grades are not given for **Enrichment** classes, unless requested by the parents. Requested grades will be for class participation only.

Students enrolled in **Academic** classes will most likely have weekly assignments/projects. These assignments should be a priority for the student because it hinders the entire class if the student doesn't keep up. If a teacher feels that assignments are not being done, and that the student's lack of preparation is a hindrance to the class, we reserve the right to ask the child to withdraw from the class for the rest of the semester. In this case, no further monies will be due. Grades will be emailed at semester end to our email on record. _____(parent initial) _____(student initial)

V. VOLUNTEER REQUIREMENTS

Every registered family is required to fulfill a 16 hour Adult Volunteer Commitment, 32 hours per year. These hours may be bought at the rate of \$35 per 4 hours.

Note the two choices for fulfillment and initial your choice:

ChoiceA) Volunteer shifts will be worked by parent/guardian or approved adult substitute under the guidelines set by the Volunteer Coordinator (VC), and it will be the responsibility of the parent/guardian to assure date, time and duties. In the event that a volunteer shift requirement cannot be fulfilled, it is **your responsibility to find an approved substitute willing to cover your shift**, and it is also required that you call the VC (Shannon Wilson) to inform her of the change. Should you not show up or make arrangements for your shift to be covered there will be a **\$60 fine (\$35.00 shift payment charge and \$25 dollar fine)** imposed. _____(parent initial if you choose plan A)

ChoiceB) Work hours can be bought out at a rate of \$35.00 per shift. Please understand that all four shifts will add up to \$140.00 per semester. This fee will be used to pay a substitute parent and is **due at registration**. Should you want to utilize this plan at a later time during the semester, it will be granted solely by the discretion of the VC. _____(parent initial if you choose plan B)

VI. FINANCIAL RESPONSIBILITIES

- 1) Tuition for TC is based on a monthly payment schedule, due and payable on the **FIRST** Thursday of each month. Should tuition not be paid at that time, a \$5.00 **late fee per student, per class, per week** must be paid with regular tuition payments. _____(parent initial)
- 2) During semester registration all Co-op registration/class material fees/ first months' tuition/ extra study hall/ volunteer shift buy-outs are to be paid. In addition, all Plan B Volunteer Shift payments are due. _____(parent initial)

- 3) The entire tuition for the semester (16 weeks) is owed to the teacher **unless you drop the class(es) by the end of the second week.** This is our drop deadline. Classes missed due to illness etc. will not be discounted in any manner. The only exceptions to the above statement must be approved by the Thursday Connection Board. _____(*parent initial*)
- 4) Should a class be dropped after the 2 week trial period, all tuition associated with the class is still owed to the teacher for the entire semester. Once **registration has been processed, all pre-paid monies are non-refundable.** _____(*parent initial*)
- 5) Should payment of tuition fall behind **more than one month**, my child will not be allowed to attend classes. Unless arrangements have been made with Thursday Connection Administration/Board, tuition and related late fees must be brought current for student to return to class.
_____ (*parent initial*)
- 6) Parents will be held financially responsible for any damages caused by their child/ren to the building, grounds, or equipment. _____(*parent initial*)

Required Parent Signature and Date

date: _____

A Statement of Faith is not required, however Thursday Connection is Christian based and staffed. Christian material is covered in classes, giving the freedom for teachers & staff to discuss their faith with TC students.