



Southside Classical Academy Enrichment

Student and Parent Responsibilities

Our Pledge to You

SCA Enrichment pledges to provide a group learning experience where the Word of God and Christian values you teach at home are respected and upheld, not undermined, while your children are in our program. Our Christian instructors have a passion for their subject area(s) and a desire to engage and inspire the children they teach. We strive to provide a physically, mentally, emotionally and spiritually safe place for your child to learn and grow.

Responsibilities

For SCA Enrichment to uphold its pledge to the parents and students in the program, we ask that all parents and students read and understand the responsibilities outlined. Upon registration in the enrichment program, we ask that you and your children sign the Policy Acceptance Form stating that you will uphold the outlined responsibilities.

Parental Responsibilities

- SCA Enrichment is a nine-month, weekly, full-day enrichment program. When you enroll your children in the program, the physical, emotional, and financial commitment is for the entire nine months.
- You are ultimately responsible for your children's behavior while they are in the program.
- For SCA Enrichment to run properly, it takes all of us working together. Each family is required to volunteer approximately 14 hours per enrolled student per year. You may pay \$15 per volunteer hour to reduce your obligation. Your payment will offset the tuition of a child whose parents are able to volunteer more of their time and are less able to pay the tuition costs. This payment is due at the beginning of the school year and is non-refundable. See Service Commitment Form for more details.
- We do our best to provide a healthy environment, please help us by keeping sick children at home.



Southside Classical Academy

Enrichment

- SCA Leadership must be told about all conditions which may affect your child's behavior in class. This will help the leadership team and all instructors better meet your child's needs.
- Please pick up your child(ren) promptly after the program has ended. Please let us know if you will be late or if someone else will be picking up your child(ren) for you.
- Visibly label belongings. Neither SCA Enrichment nor Southside Bible Church are responsible for personal items.
- Monthly payment is collected on or before the first Thursday of each month via One Church. Please ensure your payment is complete before dropping off your children.
- Absenteeism due to vacation, illness, etc. still requires full payment. Special exceptions for unique circumstances will of course be considered.
- All payments are non-refundable.
- If paying by check, all returned checks will be assessed a \$30.00 fee which must be paid in cash. If two checks are returned, then all future payments must be paid in cash.
- Your signature is required on the Parent and Student Pledge Form indicating that you have read and understood your and your student's responsibilities and will abide by them.

Student Responsibilities

- Treat your fellow students the way you would like to be treated. Have fun learning and encourage those around you to do the same.
- Have a good attitude. SCA Enrichment enjoys small class sizes. Each student's attitude affects the attitudes of those around him/her. If a child consistently appears to not want to be at SCA Enrichment, we will discuss suitability with our program.
- Disruptive and/or disrespectful behavior will not be tolerated. All children must show respect to the instructors, volunteers and other children.
- Specifically, we require that students:
 - Be silent when a teacher is talking
 - Follow all instructions delivered by a teacher the first time they are delivered
 - Comply without talking back or grumbling



Southside Classical Academy

Enrichment

- Talk and behave courteously to each other. Any passive or overt actions or language that are mean or show disrespect of a fellow student are not tolerated
- If these rules are not followed, the following procedure will be followed:
 - When a student breaks a rule, he/she will be warned once
 - The next time the student breaks the rule, he/she will be ushered to the hall with a parent volunteer to find a member of the leadership team. That member will speak with the student.
 - If the rule is broken again, he/she will be sent into the hall with his/her belongings and the parent volunteer will find the leadership team member again. The student will not be able to return to class.
 - Constant or severe behavior that undermines the physically, emotionally, and spiritually safe environment that we have created will result in parental notification and possible expulsion from the program. No refunds will be given.
- Students are required to be on time and prepared for class
- Students must clean up after themselves both inside and outside of the church
- Damage to any property belonging to the church, SCA, or other program participants must be reported immediately and restitution will be necessary
- If at any time an activity is deemed harmful by an instructor, volunteer or the SCA leadership, children will be asked to stop, and personal items may be held until the end of the day.
- Students must walk from class to class quietly and in an orderly fashion.
- All students must follow SCA Enrichment lunchtime etiquette standards. All students pray, eat, and talk using inside voices and clean up after themselves. They are then able to play before their next class.
- Noisy toys and wheeled sports equipment are not permitted for use in the building.
- Toy guns and harmful items such as knives, matches, lighters, and firecrackers are not allowed anywhere on the church premises.
- All students must wear SCA Enrichment T-Shirt with pants that cover all private areas and underwear