

Parent and Student Code of Conduct Contract

Student Responsibilities

- o I have read and understood the dress and conduct codes and agree to honor and respect them.
- o I agree to protect the property of our program location.
- o I agree to only enter the assigned rooms and/or spaces that I have been permitted to utilize; I will not roam the building, classrooms, or grounds.
- o I will come to class prepared to contribute to the discussion and activities, ready to do my work, with an attitude that encourages others.
- o I understand and agree to the policies regarding technology and devices.
- o I agree to not take any items to the Oakwood campus that would be dangerous to other students, staff, or personnel and/ or that could cause emotional or physical endangerment to others. This includes pocket knives, blades of any kind, and illicit substances of any kind. I understand that other items such as recreation items or toys will only be allowed on special share days, and should not be brought to campus otherwise.

Parent/Guardian Responsibilities

- o I will communicate with the Director and Instructor(s) about any concerns and/or needs.
- o I will drop off and pick up my students on time, 10 minutes before the opening and closing of the program. I understand that the doors lock at 10:00, and will wait for assistance if late.
- o I have read and understood my responsibilities in managing the OEA curriculum.
- o I will communicate with my student(s) the expectations regarding classroom behavior, dress code, and technology usage.
- o I understand that siblings not enrolled in a class at Oakwood Enrichment Academy must be accompanied by a parent or guardian on campus at all times.
- o I understand my responsibility in making timely payments, and that payments submitted late require an added late fee of \$20. I understand that if payment is not received by the first day of the new month, my child may lose his/her spot in the program.

I have read these policies and procedures and agree to honor them:

Parent Signature

____/____/_____
Date

Student Signature

____/____/_____
Date