

# Christian Educators Resource Center

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## Student Guidelines and Responsibilities

In order to ensure an efficient, orderly and safe environment for each instructor, parent and child at CERC, the following guidelines must be agreed to and upheld by any *student 12 years or older*. **Please initial each item:**

\_\_\_\_\_ Students agree to conduct themselves in such a way as to love and encourage one another and honor our Lord Jesus Christ. Any behavior that is disrespectful, unbecoming, rude, or unkind will be addressed promptly and privately. (I Cor 13)

\_\_\_\_\_ Students 12 and older agree to respond respectfully and make correction(s) when addressed by a instructor and/or CERC staff about misbehavior that occurs inside or outside of the classroom. If a student responds disrespectfully and correction is not made after the **1<sup>st</sup> offense**, then the following discipline will be implemented: (**2<sup>nd</sup> offense**) The instructor or Director of Education will notify the parent or designated responsible adult of the offense in writing. CERC expects the adult to address the offense appropriately, promptly and privately. (**3<sup>rd</sup> offense**) The student will be required to have the parent or designated responsible party with him/her at ALL times for a duration decided by the Director of Education and/or Board of Directors. The family must accept this discipline as appropriate and necessary. (**4<sup>th</sup> offense**) If no correction is made, the student will no longer be allowed to attend classes, and the Tuition and Drop Policy will be followed for a dropped class(es).

\_\_\_\_\_ Students agree to pick up their own trash in each classroom, main areas, bathrooms and other areas.

\_\_\_\_\_ Students agree not to run or roughhouse in the building.

\_\_\_\_\_ Students agree not to bring food or drinks, including chewing gum, in the classrooms unless approved or planned by instructor.

\_\_\_\_\_ Students agree not to bring roller blades, skateboards, water guns, knives, laser pointers, or any other distracting or dangerous items into the building. Students agree not to bring video games into class.

\_\_\_\_\_ Students agree not to use inappropriate language or conversations that would result in discipline.

\_\_\_\_\_ **Students agree to be punctual to class and turn in assignments/homework on time.** Your instructor reserves the right to affect your grade in accordance to missing and/or late assignments. Students agree to follow your instructor's grading and attendance policies.

\_\_\_\_\_ Students agree to dress modestly. Shorts, skirts and dresses should be longer than finger-tip length. Tube tops, tank tops, tops with spaghetti straps, tops that reveal midriffs, tops off the shoulder, see-through or skintight clothing are not allowed. Likewise, clothing with inappropriate pictures or slogans and excessively large or ripped clothing will not be allowed. Undergarments may not be visible to others. Students may be sent home if clothing is contrary to our policy. The Board of Directors reserves the right to update the guidelines for clothing and grooming.

\_\_\_\_\_ Students agree to silence cell phones/mobile devices and to refrain from texting during class. Violation will result in cell phone/mobile devices being confiscated and not being returned until student leaves CERC.

\_\_\_\_\_ Students agree to refrain from any and all inappropriate use of internet. Violation of inappropriate use of internet will result in the phone, mobile device, and/or laptop being confiscated and will be returned to parent or designated responsible adult.

\_\_\_\_\_ Students agree that public displays of affection between students and discussions of dating are unnecessary and inappropriate and will not be tolerated out of respect for the diverse age range of CERC's students.

\_\_\_\_\_ Students agree to remain in common areas until their instructor is in their designated classroom.

The Board of Directors reserves the right to ask any student to be dismissed from class(es) for persistent violation of the Student Guidelines and Responsibilities. Drop fees will apply. CERC agrees to follow Biblical principles of discipline. (2 Tim 2:24-25, 2 Cor 5:18-19) CERC agrees to communicate any changes to these Guidelines in writing.

### **I have read, agree with, and will uphold the CERC Student Guidelines and Responsibilities.**

1<sup>st</sup> Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

2<sup>nd</sup> Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

3<sup>rd</sup> Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

4<sup>th</sup> Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_