

HOPE

Friday Co-Op Class

HANDBOOK



Vision

Our desire is to provide support to local homeschooling families in an informal, friendly, and Christian atmosphere. HOPE's intention is to facilitate and promote discussions amongst its members.

*We do not favor one philosophy of education over another;
rather we endeavor to support each family in the educational choices that they make.*

Guidelines, Policies and Procedures

Parent Responsibilities

1. Respect and encourage adherence to all guidelines
2. **Arrive ten minutes early.**
3. If you cannot attend on the day you are scheduled to clean, it is **your responsibility to find a replacement co-op parent to switch with you.**
4. Elementary parents must remain on site AT ALL TIMES.
5. Adhere to the Conflict and Discipline policies.
6. Out of consideration for the teachers please notify them if you/child will absent.
7. Please do not carry on a conversation in the room during class time.
8. Ensure that your child is dressed modestly: skirts/shorts length should reach the end of the individual's fingertips when holding arms straight down. No halter/muscle tops, no tight fitting or midriff showing shirts. Necklines must be modest. Nothing vulgar in writing or demeanor should be worn. If you are in doubt do not let them wear it!

*****Parents will be required to sign a Parent Agreement*****

Student Responsibilities

1. Be responsible and complete all assignments.
3. Be on time.
4. Be prepared. Bring supplies, books, and homework.
5. Be quiet in the halls between classes—**absolutely no yelling or running.**
6. Be respectful of others and their property.

Remember that we are guests in the building. If we don't adhere to these guidelines and conduct ourselves appropriately, we may not be invited back.

*****Students will be required to sign a Student Agreement*****

Clean Up Policy

There will be a rotating schedule for clean up of the facility weekly and we will email it to everyone as well as post in the classroom. It is your responsibility to trade dates with another family if you have a conflict with your scheduled time.

Communication

Co-op members will be placed on an e-mail loop, which will be our main means of communication. Members are responsible for reading their e-mails to learn important announcements related to the co-op.

Conflict Resolution Policy

Unfortunately, personality conflicts and misunderstandings can happen. Based on Matthew 18 parents and teachers should seek to resolve the issue on their own. If either party is unsatisfied, or resolution cannot be met, the parties then need to seek the assistance of a Co-Op Coordinator.

Discipline and Standards Policy

1. Parents should monitor their children's behavior and if necessary remove uncooperative or disruptive children from activities.
2. Children should behave respectfully at all times.
3. If a student does not adhere to the hosting facility's rules a parent will be asked to remove their child from co-op.

Illness Policy

No sick children should be attending co-op. This is for the protection of the children and families involved, so we can continue to provide the co-op program for all children. Please be considerate of others regarding your child(ren) and illnesses.

Inclement Weather Policy

In case of a storm we will notify everyone by email.

Release Form Policy

It is required to have a release form on file for each family and registration WILL NOT be accepted without a properly completed form. Thank you for your cooperation.

Governing Values

We ask everyone to be supportive and encouraging as in Ephesians 4:29 "Let no corrupt word proceed out of your mouth but what is good for necessary edification that it may impart grace to the hearers."

While member families, teachers, and coordinators, participating in the co-op are not required to agree with every doctrinal point contained in the following value statements, we do ask that they agree not to dispute, challenge, or debate these Governing Values during co-op hours.

The actions, and decisions, of the Steering Committee of HOPE Homeschoolers Inc., are governed and based upon the belief that there is one God, eternally existent in three Persons: Father, Son, and Holy Spirit.

We recognize that our group is made up of a diverse group of people whose commonality is the priority of homeschooling our children. For this reason, we do not require member families to sign a faith statement regarding their particular doctrinal beliefs. However, we do ask that member families abide by, and not dispute, the above values during their participation in our co-op day of classes.

Thank you for participating in our Friday Co-Op classes... should you have any questions or concerns please do not hesitate to contact us!

Candi Lehenbauer - candidesign1@gmail.com - Friday Co-Op Day Coordinator

~~*Beth Hagans* - bethimus.h@gmail.com - Friday Co-Op Shakespeare Teacher~~

~~*Debbie Wack* - dcb12149@aol.com - Friday Co-Op Biology Teacher~~