

Level 3 and 4 Student Guidelines

Our learning center reflects the eLearningK12 values of peace, respect, health, and academic excellence. Please abide by the following guidelines to help us maintain the best possible environment conducive for learning:

General Guidelines:

- 1) Make sure you have supplies needed daily: laptop, a novel, binder, power cord, headphones, pencils, etc.
- 2) Use a library voice in the center during learning sessions. Be respectable and polite to all students and adults at all times.
- 3) We recommend that you keep cell phones at home. The school phone should be used for all communication. If your parent has a special reason you to have your cell phone, turn it off before entering the building and keep it off for the **entire** four hour session, until you enter your vehicle to leave the center. This also includes iPods, MP3 devices and electronic games.
- 4) Please refrain from instant messaging, listening to music or playing games on your computer during your learning session. Your parents are paying for 4 hours of academic instruction and tutoring, and we want the time to be as efficient and effective as possible.

Dress Guidelines:

- 5) Students do not wear uniforms, but should dress comfortably, modestly and appropriately for our learning environment. Your appearance should be neat and orderly, and not offensive or distracting to anyone. Respectable dress will enhance your learning for the academic session.
- 6) Hair should be neat and groomed, not obstructing the eyes. Only natural hair colors should be worn (black, brunette, auburn or blonde – dyed or natural).
- 7) Small earrings may be worn (not to exceed the size of a quarter). No ornate or distracting jewelry should be worn. Jewelry requiring body piercing (nose, eyebrow, lip, cheek, or tongue rings) is not permitted, nor are visible tattoos.
- 7) Shirts should cover the midriff area and the shoulders. Messages and pictures on shirts should be positive and appropriate for a learning environment with children as young as four years old present.
- 8) Head coverings are for outdoor use only. Hats, caps, or hoods will not be worn inside the learning center.

9) Knee length shorts, skirts, or skorts may be worn, not shorter. Pants or jeans should be free of holes. Hems should be neat, not frayed.

10) Undergarments should never be visible anywhere on your body.

11) Remember these key words: **modesty, neatness, cleanliness** and **respect**. If in doubt, don't wear it!

Lunch and Snack Guidelines:

12) Students will be given a 10 to 15 minute break during the 4-hour session to get fresh air and visit with others. They may bring a healthy snack for this break and lunch if staying for an extra session. Consider protein, fruits, vegetables, and sugar-free drinks. Water is highly recommended.

13) Snacks and lunches should be self-contained, meaning they should not require a refrigerator or microwave. Try to avoid processed foods such as lunchables. Suggestions are nuts, cheese and crackers, veggies, fruits, yogurt, salads, sandwiches and water. We'll work on teaching healthy recipes throughout the year.

14) Candy, gum, soft drinks or fast food should not be brought into the building. On special occasions we will celebrate with treats, but for every day, keep these away!

15) If needed, healthy snacks, meal bars and drinks will be available for sale at the learning center.

I have read and agree to the student guidelines. I understand that failure to comply to these guidelines may result in consequences at the discretion of the eLearningK12 administrator, including, but not limited to, being required to work from home.

Student signature

Parent signature

Date