

Sunshine Learning Center Agreement Between Parent, Student, and Teacher

Print these pages, sign them, and mail it to the center along with your Enrollment Form. Please retain a copy of this agreement for your records.

Parental Section

- 1) Punctuality: Since the classes are only an hour and a half long, it is important to be prompt. Students that come in late will miss information and possibly slow down the class. Students that come in late will receive a tardy slip. Excessive tardy slips may result in loss of free tutoring privileges.
- 2) Attendance: It is expected that students will attend scheduled classes. If a student is absent, it is possible that he or she will fall behind. Throughout the school year, students may have to miss scheduled classes for a variety of reasons such as illness and vacation. In the event that a student will have to miss a class, we need to be notified as soon as possible to set up extra time for help. Student's missing more than 4 classes in one school year may be charged for additional help.
- 3) Leaving Students Between Classes: Students are welcome to stay between classes; however, students must do school work during this time. If all schoolwork is done, students may read quietly. It is important that students not be a distraction during this time. Socializing during this time will not be tolerated. Students that can't behave between classes may forfeit this privilege.
- 4) Payment: The year's tuition along with the registration fee and book fees must be paid in full when enrolling. Financing options are available. Refunds are not given once classes begin.
- 5) How Discipline Problems are Handled: Infractions against our student policy will result in a Student Write-Up. Write-Ups must be signed by a parent and brought back to the center. Excessive write-ups may lead to a suspension or expulsion. The Sunshine Learning Center reserves the right to expel students on a first infraction if it is serious such as acts of violence or illegal behavior. Students will not receive free tutoring for classes they missed due to suspension. No refunds will be available once classes begin.

Signature of Parent: _____ Date: _____

Sunshine Learning Center Agreement Between Parent, Student, and Teacher

Student Section

1) The student is expected to learn all the material from class before returning the following week. Most of the time, doing the problems once isn't enough. Students must do the problems and exercises until the concept is mastered.

2) Returning to class without mastering a previous homework assignment is not acceptable. If material is confusing, the student must set up extra help times with his or her teacher.

3) Staying Between Classes: Students are welcome to stay between classes; however, students must do school work during this time. If all schoolwork is done, students may read quietly. It is important that students not be a distraction during this time. Socializing during this time will not be tolerated.

4) Students are not permitted to leave the building at any time. Lunches, snacks, and concessions will be made available within the center.

5) Lunch must be consumed in the cafeteria area or library. Lunch must be eaten between 12:00 pm and 12:30 pm. Snacks can be brought into the workshops as long as they do not present a distraction.

6) Cell phones will be used to call parents for pick-up only. Students are not to use phones for texting and calling friends, and / or video games.

7) Profanity will not be tolerated.

8) Students that fall excessively behind due to a lack of effort will be removed from the class.

9) Students must be in their seats at the beginning of class. Do not wait to be called in.

10) Students must come prepared with something to write on, pen and pencil, as well as school books.

11) Dress Code: Please use discretion:

For young men: no tank tops or pants pulled down exposing underwear.

For young women: no half shirts exposing midriff, no low cut shirts exposing cleavage, and no shorts, skirts, or dress shorter than 3 inches above the knee.

Signature of Student: _____ Date: _____

Signature of Parent: _____ Date: _____