

CHARA Co-op

Handbook

“Whatever you do, work at it with all your heart, as working for the Lord, not for human masters, since you know that you will receive an inheritance from the Lord as a reward. It is the Lord Christ you are serving.”

Colossians 3:23-24

Section I: Introduction

CHARA is an acronym for Christian Homeschool and Recreational Activities. CHARA is also Hebrew for ‘joy’ and it is our goal to bring joy to all that we do.

CHARA was created to provide local homeschool families a gospel focused co-op/enrichment program for their children and for the parents. A place where like minded believers could gather together in a safe environment to build community with one another while home educating their children.

Mission

It is our mission to assist in the spiritual, educational and social development of our students while being rooted in Christ and planted in joy.

Our ‘why’

We want a safe environment for our children, our seed that the Lord has given us on the loan to raise up for him and we want to do the best that we can. We want to provide our community with a homeschool co-op/enrichment program that focuses on the Lord Jesus.

We want to be the hands and feet of Jesus, saying what He would have us to say, and doing what He would have us to do.

Parent Involvement

We require parents to teach 2 classes, and assist in 1 class per semester. Co-ops are all about parent involvement, and this is a great way for you and your children to learn together.

If a parent is unable to volunteer on co-op days, there will be a \$150 fee per semester.

Parents are required to assist in the clean up of facilities every Wednesday. This includes sweeping, wiping down tables and desks, and cleaning up supplies.

Section II: Student Code of Conduct

No Electronics

No students are allowed to have any electronic device on campus at any time. Not even in a backpack or a purse.

If an electronic device is found in the possession of a student, the teacher reserves the right to hold on-to the device until it can be given to a parent.

We want to keep these students safe and protected, and we can't control what student 'a' shows to student 'b' in the blink of an eye.

Dress Code

Students, parents and teachers are expected to dress respectfully and modestly.

Excessive facial piercings, inappropriate tattoos need to be covered, no unnatural hair colors, and nail polish on boys is prohibited.

Shirts should have a modest neckline, and be of modest length. No tank tops which allow bra straps to show; tube tops; low-rise pants/shorts that allow the midriff to be seen; see-through or skin-tight clothing; clothing that shows cleavage; clothing with offensive pictures or slogans are prohibited.

Clothing with disruptive or inappropriate writing or pictures is prohibited. Shorts, skirts and dresses should be an appropriate length. Skirts/dresses are to be worn with shorts underneath. Shoes should be worn at all times. Shoes should be appropriate for all scheduled activities.

Refusal to abide by these rules may result in dismissal from the Co-op.

Student Misconduct

CHARA Co-op has a zero tolerance bullying policy. Students are expected to treat teachers, other parents and students with respect and kindness. In the event a student refuses to conform to these guidelines, the teacher, or other responsible adult has the authority to correct the student.

Should the student continue the unacceptable behavior, the adult has the authority to remove the child from the classroom and/or activity. The adult, teacher and/or administrator will contact the parent(s) of the child and inform him/her of the student's misconduct.

After correction from the parent, the student will be permitted to return to the class on a probationary status. Should the student refuse to come under scriptural obedience, she/he will refrain from attending Co-op classes and activities until willing to do so.

Continued misconduct may be grounds for dismissal from the class or Co-op. This policy shall not be used lightly or without fair warning to the student.

CHARA Co-op reserves the right to dismiss a family at any given time without refund.

Section III: Fees

Class Fees

Most classes are volunteer led classes and will require a semester supply fee. Hired teacher class will require a monthly fee along with a semester supply fee. These fees will vary depending on class and teacher. To find how you are to pay for your child's specific classes please log in to the website, click on Class Schedule and click on each of your child's specific classes. Under the description you will see in highlighted yellow what the one time supply fee is, and if its a monthly class what your monthly fee is. It will also state who the parent is leading the class and how they would like for you to send payments to them.

Section IV: Clean Up

Each week if you are the first person in the classroom please take a picture of the room set up and post it in your grades group FB message. That way the last teacher in that room for the day can put the room back the way we found it for the church to be able to have an easy time setting up for church. Let's remember this may not be our church but it is the House of God and we need to be respectful of that. Let's have a spirit of excellence in all that we do. If we see something needs to be swept up, sweep it up right away. Wipe tables down after your class is over, push chairs in and keep classes tidy. If you go to the RR and see paper towels on the floor, please pick them up and make sure the RR is nice and clean.

Restroom Safety

We do not change other children's diapers, so if you have a baby or toddler in the nursery please make sure to change them or help them to go potty before you leave for your class you are teaching. If your child has a soiled diaper the nursery helper will come get you to come and change your baby. If you are teaching an older class, please remember that we do not EVER take a child into the restroom alone. We can check the restroom to make sure it's good for them to go into and we can wait outside of the RR. We do not enter a stall with a child EVER.