



The Grove Parent Agreement

Instructors

Instructors at The Grove are independent contractors who set their own grading and late work policies. It is the responsibility of parents to communicate with each instructor to understand these policies.

Throughout the year, instructors will assess students' work and provide recommended grades.

As homeschoolers, parents are the primary educators and are solely responsible for maintaining student records and transcripts. The Grove is available to assist in this process.

Health

While class attendance is important, please keep your student at home if they have any of the following health issues. Inform your child's instructors and The Grove administration if your child will be absent.

- A fever above 100 degrees. Students should remain home until they have been fever-free for 24 hours without medication.
- A persistent cough, excessive discharge from the nose or eyes, sore throat, earache, severe headache, general malaise, or fever.
- Vomiting or diarrhea.

Disabilities

Because The Grove is a network of independent contractors rather than a formal school or parent-led co-op, we may not have the resources or staff to accommodate all students with physical, learning, mental, emotional, or behavioral needs. Parents are responsible for discussing any learning differences or accommodations with each instructor so they can collaboratively determine an appropriate learning plan. The goal of The Grove is to have happy, successful students.

Dress Code

The Grove requires students to wear the approved uniform during Friday in-person class days. The uniform, listed on the website, includes approved polo shirts, black bottoms, and a gray zip-up hoodie. Students who arrive without the required uniform may be required to borrow or purchase clothing that meets the dress code requirements.

For social activities outside of the regular class day, there is no required uniform unless otherwise specified.

Technology

Students may bring cell phones, laptops, and tablets to The Grove. Cell phones must be placed in the designated phone basket during each class and may not be taken on bathroom breaks. Students may not use their own or another student's phone during class without permission.

Laptops, tablets, and headphones may only be used in class with the explicit permission of the instructor. Unauthorized devices may be confiscated and held until the end of the day.

Students may use devices during designated lunch or study hall periods unless otherwise directed. Viewing or sharing inappropriate content at The Grove or Grove events is strictly prohibited. Students may not photograph, video, or record students, instructors, or staff without permission.

Class Attendance & Student Safety

Attendance is taken at the beginning of each class period. Parents will be notified via text message if their student is marked absent.

Students are expected to arrive to class on time, remain in class for the entire period, and return promptly following bathroom breaks. Students must use the designated hall pass for bathroom breaks and may not use breaks to socialize, wander the building, or use their phones.

Students must remain in designated Grove areas during the school day. Students may not ditch class, go to their vehicle, leave campus, or transport another student off campus without appropriate permission.

Lunch will take place in the gym, and students must remain in the designated lunch area unless given permission by Grove staff.

Payment Policy

Families are responsible for ensuring all tuition and fees are paid by the applicable deadlines, regardless of the payment method used.

- **Payment Methods:** Payments may be made through PayPal or ClassWallet using ESA funds.
- **Registration Deposit:** A non-refundable deposit is required at registration to reserve a student's place in each class. The deposit is applied toward the total class tuition.
- **Payment Schedule:** Fall semester tuition must be paid in full by the first day of Fall classes, and Spring semester tuition must be paid in full by the first day of Spring classes, unless a payment plan has been arranged with The Grove.
- **Payment Plans:** Families may request a payment plan that divides the semester tuition into **four payments throughout the semester**. Payment plans must be arranged with The Grove in advance, and families are responsible for making each payment by the agreed-upon due date. Failure to remain current on a payment plan may result in the student being unable to attend classes or Grove activities until the account is brought current.
- **ESA/ClassWallet Payments:** Families using ESA funds are responsible for submitting payments early enough to meet payment deadlines and for monitoring their ClassWallet account to ensure payments are approved and completed. Selecting ESA as a payment method does not remove the family's responsibility for payment.
- **Additional Fees:** Certain classes or activities may have additional fees for supplies, labs, field trips, materials, or special activities. These fees will be communicated when applicable.
- **Past-Due Accounts:** Students may not attend classes or Grove activities when required tuition or fees are past due. The Grove may remove a student from a class and offer the space to another student if payment is not received.
- **Future Enrollment:** Families with unpaid balances may be required to pay future tuition in full at registration before enrollment will be accepted.

Adding, Dropping & Changing Classes

The Grove makes financial commitments to instructors based on student enrollment. The following policies apply to class changes:

- **Three-Class Add/Drop Period:** Students may add, drop, or change classes through the end of the **third class day of the semester**. Changes are subject to class availability and approval by The Grove administration.
- **Changing Classes:** During the add/drop period, the student's deposit and tuition already paid will transfer to the new class. If the new class costs more, the family is responsible for the difference. If the new class costs less, the difference will be refunded.

- **Dropping a Class:** If a student drops a class completely during the add/drop period and does not transfer to another class, the registration deposit remains non-refundable. Any tuition paid beyond the deposit will be refunded.
- **After the Add/Drop Period:** After the third class day, tuition and fees for the **current semester** are non-refundable, and families remain responsible for any unpaid balance for that semester. Students are not financially obligated to continue a class into the following semester. If a student does not wish to continue a class for the next semester, parents must notify The Grove before the next semester begins.
- **Spring Elective Changes:** Students may request to change elective classes at the beginning of the Spring semester. Requests must be made before the Spring semester begins and are subject to class availability and approval by The Grove administration. If the new elective costs more than the original class, the family is responsible for the difference. If it costs less, the Spring tuition amount will be adjusted accordingly. Core academic classes may not be changed between semesters except with approval from The Grove administration.
- **Official Changes:** Parents must notify The Grove administration in writing to officially add, drop, or change a class. Stopping attendance or notifying only the instructor does not constitute withdrawal.
- **Class Cancellation:** If The Grove cancels a class, families will receive an applicable refund or may apply the amount toward another Grove class.

The Grove Parent Code of Conduct

As a parent or guardian of a student enrolled at The Grove Christian Academy, I agree to uphold the following principles:

- **Support of Christian Values:** I will actively support the Christian values and principles upon which The Grove is founded, as outlined in the Statement of Faith.
- **Respect for Authority:** I will respect the authority of The Grove's administration, instructors, and staff and support their efforts to maintain a safe and productive learning environment.
- **Positive Engagement:** I will engage positively with The Grove community when interacting with my child(ren)'s instructors, administration, staff, or other Grove families.
- **Respectful Communication:** I will communicate respectfully and constructively with instructors, staff, and other parents and seek to resolve concerns through appropriate and peaceful communication.
- **Support for The Grove Policies:** I will support and uphold The Grove's policies regarding student behavior, attendance, dress code, technology, academic expectations, safety, and discipline. I will review the Student Agreement with my child and support The Grove in enforcing these expectations.
- **Encouragement of Academic Excellence:** I will encourage my child to strive for academic excellence and complete assignments honestly. I understand that cheating or plagiarism will result in a **zero on the assignment or test**, and repeated offenses may result in additional disciplinary action.

- **Artificial Intelligence:** I will not permit my student to use artificial intelligence to complete or submit assignments, projects, or tests as their own work unless specifically permitted by the instructor.
- **Responsible Use of Technology:** I will take responsibility for my child's appropriate use of social media and digital technologies and will not support or permit cyberbullying, inappropriate content, unauthorized recording, or digital behavior that harms members of The Grove community.
- **Respect for Others:** I will encourage my child to treat students, instructors, staff, and others in The Grove community with kindness, dignity, and respect and to refrain from bullying, harassment, intimidation, threats, inappropriate sexual comments or behavior, and public displays of affection.
- **Respect for Property:** I will assume responsibility for damage caused by my child and will repair or replace damaged property belonging to The Grove, the facility, instructors, or other students when appropriate.
- **Student Transportation:** I will ensure my student arrives on time for classes and is picked up within 10 minutes of the end of their last class. I understand that students may not leave campus, go to their vehicles, or transport another student off campus during their Grove day without appropriate permission.
- **Financial Commitment:** I will fulfill my financial obligations to The Grove in accordance with the payment policies above.
- **Conflict Resolution:** In the event of a conflict or disagreement involving The Grove instructors, staff, students, or families, I will seek resolution in a spirit of humility, patience, and reconciliation. When appropriate, I will work directly with other parents to peacefully resolve conflicts involving our children.

Discipline Policy

The Grove's discipline policy is designed to maintain a safe, respectful, and productive learning environment while promoting accountability, responsibility, and character growth.

Three-Strike Policy

For ordinary rule violations, The Grove generally uses a **three-strike policy**. Examples may include repeated tardiness, dress code violations, unauthorized phone use, misuse of bathroom breaks or hall passes, disruptive behavior, being in unauthorized areas, ditching class, or repeated failure to follow staff instructions.

- **Strike 1:** The behavior is addressed with the student.
- **Strike 2:** The behavior is addressed and the parent may be notified.
- **Strike 3:** The student may be suspended from The Grove.

Following a suspension, an additional violation may result in dismissal from The Grove.

Serious Violations

Certain behaviors are serious enough that the three-strike process does not apply. These include, but are not limited to:

- Possession, use, or distribution of illegal or unauthorized drugs or substances
- Possession or use of alcohol, vape products, or tobacco
- Violence, fighting, threats, or intentionally causing physical harm
- Weapons or dangerous items
- Theft or vandalism
- Serious bullying, harassment, or intimidation
- Leaving campus without permission
- Other conduct that creates a significant safety concern

A serious violation may result in **immediate suspension on the first offense**. An additional serious violation following suspension may result in dismissal from The Grove. Particularly serious conduct may result in immediate dismissal.

Disciplinary Process

The Grove administration will address disciplinary concerns based on the circumstances and seriousness of the incident. Parents will be notified when appropriate, and The Grove may investigate an incident before determining consequences. A student may be required to remain home from Grove classes or events while a serious incident is being investigated.

Possible consequences may include warnings, strikes, suspension, dismissal from The Grove, restitution for damages, or involvement of law enforcement when necessary.

The Grove believes students must accept responsibility for their actions. Parents are expected to cooperate with The Grove administration when disciplinary concerns arise and support reasonable consequences. If a parent or student refuses to cooperate with the disciplinary process or repeatedly undermines The Grove's policies or disciplinary decisions, The Grove reserves the right to discontinue the family's enrollment.

The Grove administration reserves the right to determine appropriate consequences based on the seriousness and circumstances of an incident, the student's disciplinary history, and the safety and well-being of The Grove community.