

Statement of purpose for ECHO Classes

- The purpose of ECHO is to provide a place for homeschool families to meet, socialize, and encourage each other in their homeschool journeys.

General Information

- ECHO runs two semesters per school year: August through November and January through April. Classes are different each semester.
- At this time, we only offer afternoon classes. We have classes for preschoolers through high school. There is a nursery room for parents with infants and toddlers.
- All parents are required to participate. Each parent will be assigned to a team of students at the beginning of the semester.
- In case of inclement weather or any other closings due to other events, please check your email and the Remind text messages for ECHO.
- Lunch is from 12:00N to 1:00pm. If you are participating in the afternoon classes and would like to leave the church during the lunch break, please return in time for class. This will also be a play time/hang out time for students.
- You are responsible for watching your children when they are not in class.
- Children will be placed in the class corresponding with their specific age group:
 - Red Team: K5-2nd Grade
 - Green Team: Grades 3 - 5
 - Blue Team: Grades 6-8
 - Purple Team: Grades 9-12

Class Registration

- You must be a member of CHOICE to participate in ECHO classes.
- If you have any questions regarding the nature of a class or the material being taught, please discuss it clearly with the teacher and/or ECHO Director prior to the start of the semester or as soon as the issue comes to your attention.
- Parents' team assignments will be given out at the beginning of the semester, but we may need to change your assignment based on the needs of others. We will discuss any changes with you first.
- Parents of high school students may submit a request to the ECHO Director for them to attend without a parent as long as the family has already been attending for a while and the Committee knows the family well. Please note that if they are approved, they are not allowed to bring younger siblings with them without a parent attending. The ECHO Committee also reserves the right to revoke this privilege at any time due to unacceptable behaviors. No refunds will be given if this privilege is revoked.

Planning Meeting

- The Planning Meeting is before the start of the twelve-week term and is mandatory for all ECHO Members.
- All ECHO fees must be paid before the meeting or no later than the first week of class.
- At the meeting, you will receive all information you need to know about attending ECHO that semester.
- Parents will divide up into teams to plan class activities and lessons for the semester.

Security

- In case of an accident, our host facility, CHOICE, or the ECHO Committee cannot be held responsible.
- Name tags will be supplied upon check-in and must be worn at all times during ECHO. This allows us to easily check class attendance and get to know one another.
- For safety purposes, NO weapons of any kind will be tolerated.
- No students are permitted in the parking lot or wandering in the halls during class time. For safety and emergency reasons, we need to know where every child is at all times.
- Red and Green Team students can only leave during class time with the assistance of an adult.

ECHO Fees

- The ECHO fee is charged per semester and is used to pay for supplies, savings, and a church donation.
- Additional fees may be charged for certain classes, but families will be notified ahead of time. If you would like your children to participate but the extra fee is not easily affordable to you, we have ways to help pay your child's fee. Please let the ECHO Director know if this applies to you.
- No child will be allowed to take a class without paying ECHO fees, material fees, or teacher fees, unless other arrangements have been made with the ECHO Director and/or teacher.

Student Rules

Students should follow these rules:

1. Be nice to each other.
2. Be kind and respectful to adults.
3. Raise your hand if you have a comment or question during class time.
4. Keep your hands to yourself.
5. Dress modestly.
6. Respect and care for the church property inside and out.
7. Use inside voices while in the church building or in a classroom setting.

Students should also follow these rules:

1. Do not disrespect or bully others.
2. Do not run in the classrooms or meeting areas.
3. Do not touch others unless you are instructed by your teacher for class purposes (ex: team building skills, martial arts, etc).
4. Do not use profanity or disrespectful language. This includes speech, music, videos, etc.
5. Do not display harmful or disturbing images. This includes photos, videos, clothing items, accessories, etc.
6. Do not spend time on your personal devices. Because ECHO is intended to be for the specific purpose of social interaction, ECHO is considered to be a "No-Phone Zone." Team Leaders reserve the right to take items such as tablets, laptops, and phones not intended for class until the end of class.
7. Do not bring tobacco products.
8. Do not bring weapons (pocket knives, guns, fireworks, etc).
9. Do not show public displays of affection.

Discipline

Even though ECHO has Team Leaders and teachers, parents are ultimately responsible for making sure their children behave properly. If there is a problem with a child's behavior, the following steps will be taken.

- First offense: The Team Leader will notify the parent of the student's behavior. The parent is responsible for correcting the behavior before the next class.
- Second offense: The Team Leader will inform the parent and the ECHO Director that the behavior has not been corrected and continues to disrupt class or is hurting someone.
- Third offense: The ECHO Director will address the issue with the parent and the ECHO Committee. The Committee reserves the right to exclude that child from participating in the remaining co-op sessions or decide on another form of disciplinary action. No refunds will be given.
- If there is a dispute over the incident and it needs further involvement, all parties involved will be informed. The ECHO Committee will set up an appointment to help find a resolution.

Parent's Commitment

- Discuss appropriate behavior ahead of time with your children.
- This is not a drop-off program. If your child is participating in classes, a parent is expected to be on the premises at all times. If you must leave the premises for a brief period, please see the ECHO Director to make the appropriate arrangements.
- Be present with your children. While you are in class, stay engaged and help the lead teacher with anything she asks you to do. While you are not in class, watch your children. Make sure they are behaving well and practicing healthy social skills.
- Parents need to pick up name tags upon arrival. Name tags should be worn at all times by both parents and students. Guests will also need name tags.
- If you are attending lunch and recess time, please arrive by 12:00N. If you are attending afternoon classes, please arrive by 12:45 pm.
- Please help set up and clean up after each class/activity.
- Please be mindful of the Committee as we try to wrap up the end of the day by helping us clean the church and the gym.
- Please take home all personal belongings. Anything left on the last day will be donated.

Teacher Commitment

- Do not teach anything contrary to the CHOICE Statement of Faith.
- All attending parents are considered teachers and should be respected as such.
- Teachers are expected to arrive on time and be prepared for their class each week. If you must be absent, please inform your Team Leader.
- Teachers are expected to set a Christ-like example in their actions, attitudes, and speech at all times.
- Those who do not meet the above requirements will not be allowed to teach in the future.

Committee Commitment

- The Committee members will meet before each semester to help plan which classes will be taught and will make supply lists for each one.
- Some members will be designated to pick up supplies before class each week.
- All members will arrive early to help set up before the day begins. They will also help clean up after each class.

- They will be some of the last ones to leave. We must make sure we leave the church facilities in better shape than we found them. Hopefully, other parents will help us do this as well.

We appreciate all of our families who make ECHO a success!