

Student Guidelines

1. **ID Badges** will be worn on a lanyard around the neck at all times. Temporary name badges are available at the front desk. If you have forgotten or lost your name badge, you will need to sign the ID badge book in order to get a temporary ID badge. If there are three (3) occurrences of a temporary ID badge request, a new ID badge will automatically be made for a charge of \$5.00, payable to DasCHE Co-op. If you have lost your ID badge, simply request one by signing the ID Badge book at the front desk and pay the \$5.00 replacement fee. The new ID badge will be ready the next co-op day following the request.
2. Please **walk** in the building. **No “wheelies/skateboard shoes” are allowed.**
3. Appropriate **behavior** is required at all times. No running, yelling, horseplay, profanity, or disrespectful behavior is allowed. To this end, adults will be addressed by their proper titles (for example, Miss, Mrs., Mr., Coach). Unruly, dangerous, immoral, and/or disrespectful behavior will not be tolerated. Warnings by a tutor, another adult, or administrator regarding any dangerous behavior constitute misconduct. Please see the Student Misconduct Policy in the Handbook. A parent/administrator conference will be convened depending on the situation or if a student has 3+ Incident Reports on file for the academic year.
4. **Listen** when the tutor is speaking. Please raise your hand if you want to be recognized.
5. Bring the **supplies** required by your tutor(s) to class every week. Come ready for class with all assignments prepared. Failure to bring supplies &/or be prepared may result in you being asked to leave class and disciplined according to the Handbook guidelines.
6. **Ask** permission to leave the classroom.
7. **Keep** your backpack/schoolbag with you or in a safe place at all times.
8. **Label** all supplies, your lunch, your coat, and your backpack/schoolbag. There is no provision to store art boxes at the church. It is the student/parent’s responsibility to make sure art boxes are not left unattended after 4:00 pm. Any art boxes left on location will be taken home by the facility coordinator and a \$5.00/art box/week fee will be charged.
9. Modest dress is expected of all students. Please refer to the **Dress Code**.
10. Social activities are **not** appropriate during Co-op. Party invitations should not be distributed during Co-op. In order to minimize hurt feelings among the students, discussion of social activities should be kept to a minimum.
11. **“Boyfriend-girlfriend”** type activities, including displays of affection, should be reserved for parental guidance outside of the Co-op.
12. **Leave at home:** knives, weapons (play or real), or any other item that could lead to danger or disruption during the Co-op time. If any item causes a disruption during Co-op time, they will be taken up by the tutor and/or administrator and returned to the PARENT at the end of the day.
13. **No** smoking, vaping, alcoholic beverages or illegal drugs are allowed.
14. **Please do not enter the church office.**
15. Students are not allowed to bring visitors to class.
16. Students should not use their cell phones during class. Tutors may choose to collect cell phones being used and either return them at the end of class or the end of the co-op day.

Dress Code

Students, tutors, administrators, and parents are expected to dress modestly and respectfully, in keeping with a Christian worldview, while attending Co-op or Co-op related activities. To this end, a dress code will be enforced. Failure to comply with the dress code will fall under the Open Communication Policy and/or Student Misconduct Policy. Refusal to abide by these rules may result in dismissal from the Co-op.

ID badges will be worn at all times during Co-op, on a lanyard around the neck.

Shirt/blouses will have sleeves or normal armholes, modest neckline, and be of modest length, i.e., no tank tops or halter-tops, no spaghetti straps, no bare midriffs. No midriff skin, front or back, may be seen while the wearer is standing, sitting, bending over, reaching or moving. Any student showing midriff skin will be given a T-shirt to wear for the remainder of the day. No disruptive writing or pictures (vulgarity, violence, etc.) on T-shirts or other articles will be allowed. No see-through, skin tight or other distracting clothing. Pants, shorts and skirts will fit properly around the waist. Shoes should be worn at all times. Shoes should be appropriate for all scheduled activities. (For example, a PE tutor may require tennis shoes for PE class).

All dresses, shorts, and skirts are to be no more than two (2) inches above the knee in both the front and back.

Tights and leggings are to be worn with a shirt, tunic, or skirt that is no more than two inches above the knee. This includes yoga pants, or any type of snug exercise attire.

Rips, tears, and holes in pants and jeans **that expose skin** are to be no higher than two (2) inches above the knee.

The Co-op reserves the right to make on-going decisions concerning clothing and grooming issues. Students who arrive at DasCHE out of dress code with issues that cannot immediately be resolved, may be issued alternative clothing options such as scrubs which the co-op will have on-hand.