

The Kilns Collaborative Family Agreement & Policy Acknowledgment

Attendance We understand that absences are sometimes unavoidable. However, regular attendance is essential to building a strong, supportive community. We encourage families to schedule vacations and other personal activities during designated breaks. Community thrives when we consistently show up for one another. Please let one Bekah, Megan, or Caitlin know if your student will be absent.

Technology Policy To maintain a focused and distraction-free learning environment, The Kilns Collaborative enforces a no-technology policy during class and lunch hours. High school students may bring personal devices for essential use only. Devices are not permitted during class unless explicitly authorized by the teacher for educational purposes. We trust our students to use technology responsibly and in alignment with our expectations.

Medication Policy If your student requires over-the-counter medication during the school day, please send it in its original packaging. Notify the teacher via email or text with specific instructions. All medications must be handed to a teacher at the start of the day and will be given in accordance with your instructions.

Tuition Full tuition is due prior to the first meeting of the academic year. Tuition payments may be submitted anytime between May and August. Failure to make timely payments may result in your student's removal from the program.

Safety For the safety and well-being of every student, any instance of fighting or physical aggression will not be tolerated. Situations will be handled on an individual basis and require a conversation with the board and may include immediate pick-up, suspension, or removal from the program depending on severity.

Punctuality Timeliness is essential for the smooth operation of The Kilns Collaborative. Arriving on time promotes unity and demonstrates respect for others' time and effort.

What to Wear Students should be dressed in proper sized, comfortable, learning-appropriate clothing. Undergarments and midribs should be covered. Leggings are acceptable as long as bottoms are fully covered. Shorts are also acceptable, but they must be visible and not covered by a shirt or sweatshirt.

Because outdoor activities are a regular part of our schedule, athletic shoes are required for PE. During warmer months, we recommend packing a change of clothes and/or deodorant in your student's bag to support personal hygiene.

Participation We are a participatory learning community. All students are expected to engage actively in all classes. Participation is vital to personal growth and contributes significantly to the success of our co-op.

Insurance The Kilns Collaborative maintains general liability insurance; however, this coverage does not replace personal insurance policies. We strongly recommend that all families maintain adequate personal insurance to safeguard against unforeseen events.

Sick Policy Please monitor your student's health closely. If your student has experienced vomiting, diarrhea, or a fever within the past 12 to 18 hours, they should remain at home to rest and avoid spreading illness to others.

Required Materials Each student must bring their assigned binder and books to every class session. The binder is essential for staying organized and managing assignments and projects. Additionally, students should have writing utensils in their bag at all times.

Thank you for your cooperation and support in fostering a vibrant, respectful, and nurturing environment at The Kilns Collaborative. We look forward to a fantastic year together!

Acknowledgment & Agreement: I have read and understood the above policies for participation in The Kilns Collaborative. I agree to support and uphold these expectations throughout the academic year.

Parent/Guardian Name (Print): _____

Signature: _____ **Date:** _____