

**For The Love Of Learning
(FTLOL)**

**2019/2020
FTLOL Handbook
and
Code of Conduct**

**3110 SE Aster Lane
Stuart FL 34994
(772) 924-1070**

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MISSION, GOALS AND PHILOSOPHIES

MISSION:

- For The Love Of Learning seeks to create an engaging learning environment that encourages high expectations for success through developmentally-appropriate instruction.

GOALS:

- Provide a wide range of curriculum styles and many hands-on opportunities to fit the needs of students.
- Provide an atmosphere to promote the love of learning.
- Provide quarterly report cards.
- Provide end of year testing/evaluation opportunities.

PHILOSOPHIES:

- FTLOL does not discriminate against students or staff based on race, national origin, disability, sex, age, religion or any other class protected under applicable federal or state laws.
- Acknowledge God as creator, Jesus as the Christ and the Bible as the inspired Word of God.

RESPONSIBILITIES of PARENTS/GUARDIANS

1. Get students to class on time and prepared to be fully engaged in class.
2. Sign students out of school with appropriate ID. Provide a list of persons allowed to pick up student(s).
3. Prepay fees monthly, by the first of the month, unless prior arrangements have been made. (No refunds or transfers for missed days).
4. Work with students to complete assignments.
5. Keep sick children home to help minimize the spread of infections and viruses. Keep children home under the following circumstances:
 - a. The student has a fever of 100 degrees or more during the previous night or in the morning. Must be fever free for 24 hours to return to school.
 - b. Has vomited or had diarrhea during the night or in the morning. Must be free from symptoms for 24 hours.
 - c. Has a rash that may be caused by a disease or if the cause is unknown, check with your family physician before sending the student to school.
 - d. Has head lice or lice nits. Please notify school of infestations. Student will be checked for nits before returning to school.
6. Accept responsibility for child's behavior during class.

7. Communicate respectfully and effectively with instructors regarding any concerns. Inform and consult Director, Krista Cromwell, with any unresolved issues.
8. Make sure students follow Dress Code and Code of Conduct.
9. Turn in Physical and Shot/Religious Exemption Records and copy of Birth Certificate before student begins attending.
10. Pick up students on-time from 2:55-3:15. Late fees apply if your student is picked up after 3:15. \$5 fee for pick-up after 3:15 and additional \$5 for every 15 minutes which will be added to the following month's bill.

ABSENCES AND TARDY POLICIES

Absences:

The state of Florida defines an excused absence as an illness, a religious holiday, a medical/dental appointment, or for any reason the parent requests permission from the school for the absence. The school will determine if an absence is excused or unexcused. Please send in a doctor's note, or parent note as needed. Unexcused Absences: The State of Florida considers a child truant if he has accumulated five or more unexcused absences in a calendar month, and/or 10 unexcused absences in a 90-day period.

Tardies:

A student is marked tardy if their arrival time is 9:10 or later. Tardies and absences will be displayed on student report cards. 3 unexcused tardies will be counted as 1 unexcused absence.

DRESS CODE

The dress code applies to all field trips and events as well as anytime a student is on campus unless otherwise specified. Administration will make final decisions whether clothing is appropriate for school.

Specific Guidelines:

- Shirts:
 - Prohibited: low-cut shirts, bare midriffs, twisting/tying of shirts, profanity or offensive messages, spaghetti straps, thin (see-through) shirts.
 - Allowed: Tank tops, but must have a wide straps (1") and provide adequate coverage for undergarments/exposure.
- Skirts:
 - Prohibited: Short skirts.
 - Allowed: Skirt that are mid-thigh or longer.
- Shorts:
 - Prohibited: "Short" shorts.
 - Allowed: Mid-thigh, about 4" above the knee or longer is acceptable.
- Pants:
 - Prohibited: Pants with rips or tears above mid-thigh. Pants or shorts with printed messages across the back-side.
 - Allowed: Leggings/form fitting pants are allowed **only** with a shirt long enough to provide necessary coverage.
- Do not allow undergarments to show at any time.
- Shoes: Most shoes are allowed, however, close-toed shoes are required for P.E. and Farm Days.

LUNCH/BIRTHDAYS/SNACKS

Students must bring a reusable water bottle. **Only water is allowed in class.** Please provide a healthy lunch for your child and avoid sending caffeinated, colored or sugary drinks. Microwave is available to students 7th grade and up. Please pack extra snacks for snack time.

-- There are some peanut and other nut allergies in the school, please consider this information when packing lunch. --

PURCHASED LUNCH: Lunches are available for \$5 per meal, payable by the month. Write checks to the vendor (no cash), see emails and website for more information. FTLOL is not responsible for errors, collections, etc.

BIRTHDAY PARTIES: Due to multiple allergies within the classes, please provide 48 hours notice before sending in any birthday or other treats for the class. The parent of the student(s) with allergies will be notified so that they may provide an alternative treat. See email for specific allergies by class.

DISCIPLINE POLICY

Teachers use many tools to promote good behavior. Occasionally, students need to be refocused. In the event a child chooses to continue making poor choices after teacher intervention, the following steps may be taken:

1. Sent out of class to sit with Director or another administrator.
2. Students may be required to write the class rules during playtime or additional classwork during playtime.
3. Students may be required to write an apology letter to the teacher, student and/or the class.
4. Call to Parent for conference or to pick up child.
5. Suspension and expulsion for violent/threatening behaviors at the discretion of the director. Refunds will not be given for students who are suspended/expelled.

See Code of Conduct for expectations.

CODE OF CONDUCT

- All Cell Phones/Electronic devices must be kept with other devices in the classroom. May be used at the request of the teacher. Students may not keep their phones in their pocket or backpacks. If you need to reach your student, please call the school or the Director. Parents will be contacted if student is disruptive or uses a phone inappropriately (i.e. has inappropriate photos or uses device to harm others in any way). Abuse of this privilege will result in loss of said privilege. **No devices allowed during dismissal or breaks**
- Students may not leave campus without parent consent.
- Students may not bring pocket knives, or any other object deemed a weapon.
- Students are required to be respectful to teachers and other students. Foul language and aggressive behavior will not be tolerated.
- Any damage caused by a student to Stuart Congregational Church or For The Love Of Learning property or equipment will be the responsibility of that student and his/her parent(s)/guardian(s).

After reading and discussing with your child, please sign the following page and return to the school.

I have received and agree to the terms of the For The Love Of Learning Code of Conduct for 2019/2020.

Student Name

Student Signature

Date

Parent/Guardian Name

Parent/Guardian Signature

Date