



PARENT CODE CONDUCT AGREEMENT

ASA Higher Learning Preparatory School is a private school which reserves the right to set standards for behavior in our environment. We believe that children thrive best in a positive, structured, disciplined, nurturing and safe environment conducive to learning. At ASA, we require staff, families, children and visitors to behave with respect, decency and courtesy. Appropriate behavior is expected of every person who enters our school/center. After all, we are modeling the appropriate behaviors that we instill in our children. **PARENTS/FAMILIES who violate the Code of Conduct may not be permitted on school property thereafter and their child(ren) may be dis-enrolled.**

1. **SWEARING/CURSING:**

No parent, adult is permitted to curse or use other inappropriate language on school property at any time, whether in the presence of a child or not. Such language is considered offensive by many people and will not be tolerated. If a parent or adult feels frustrated or angry, it is more appropriate to verbally express the frustration or anger in a calm tone using non-offensive language. At no time shall inappropriate language be directed to the staff or administration.

2. **PHYSICAL/VERBAL PUNISHMENT OF YOUR CHILD OR OTHER CHILDREN AT ASA PREP:**

State regulations prohibit the use of physical punishment at the school/center. Parents must refrain from using physical punishment while on school/center property. Parents are also prohibited from disciplining other children other than their own at the center. If you are informed that your child has had an unsatisfactory day, or has displayed inappropriate behavior, feel welcomed to speak with his/her teacher.

3. **CONFRONTATIONAL INTERACTIONS WITH STAFF, ADMINISTRATION AND OTHER PARENTS:**

While we understand, acknowledge and respect that parents and staff, school administration, and other parents may not always agree, it is expected that all disagreements will be handled in a calm and respectful manner. **CONFRONTATIONAL** interactions are not an appropriate means by which to communicate, and will not be tolerated.

4. **THREATENING OF EMPLOYEES, CHILDREN, PARENTS OR ADULTS**

ASOCIATED WITH ASA:

Threats of any kind will not be tolerated. In today's society, we can't afford not to perceive all threats as **serious**. In addition, all threats will be reported to the appropriate authorities and prosecuted to the fullest extent of the law. While apologies for such behavior is appreciated, the school/center will not assume the risk of a second chance. **PARENTS MUST BE RESPONSIBLE FOR/AND IN CONTROL OF THEIR BEHAVIOR WHEN ON SCHOOL PROPERTY.**

5. **SCHOOL/CENTER SAFETY AND PARKING AT ASA:**

Parents are asked to follow safety procedures at all times. While we ask that everyone be polite and respectful to others, we must not forget that safety is always a factor. Please be mindful of the entrance at ASA Prep holding the door open for the person following you may be polite. But that person may not be authorized to enter the premises. Instead, please allow the office personnel to buzz that person inside.

Security procedures are only as strong as the weakest person in our organizational chain. Please be mindful and alert.

- **PLEASE DO NOT ALLOW YOUR CHILDREN TO EXIT THE VEHICLE IN THE ON-COMING TRAFFIC LANES,**
- **DO NOT LEAVE ANY CHILDREN IN THE VEHICLE, or leave the car running.**
- **DO NOT allow your children to yank/pull on the locked door handle of the building.**
- **Please hold your child's hand and do not allow him/her to run ahead of you toward the car.**
- **Be courteous of other parents attempting to park and drop-off or pick-up their children.**

6. **DOMESTIC DISPUTES AND PARENTS RIGHTS:**

Parents of a child enrolled at ASA Prep are entitled to access to their children at all times. ASA Higher Learning Prep School will in no way be involved in personal family disputes such as custody or visitation rights. In cases where a child is the subject of a court order (i.e., Custody Order, Restraining Order, or PPO) ASA **MUST** be provided with a court order and all amendments thereto indicating specific instructions regarding the child and parents. **IN THE ABSENCE OF A COURT ORDER STATING THAT THE SPECIFIC NAMED PARENT MAY NOT HAVE ACCESS TO THE CHILD, THE FOLLOWING WILL APPLY:**

- **BOTH PARENTS** will be granted the same rights and privileges regarding their child(ren) while enrolled at ASA Prep.
- **ASA will not** limit the access of one parent at the request of the other, regardless of the reason.
- If a situation presents itself where one parent does not want the other parent to have access to their child, ASA suggests that the parent keep the child with them until a court order is issued.
- The school/center's rights are secondary to the other parent's rights to access, therefore should conflict arise, local police may be called.
- **DOMESTIC DISPUTES AND CONFRONTATIONS** are not allowed on the school/center premises. Should this type of behavior be displayed in or on school/center grounds, police will be contacted, your child may be dis-enrolled, and you may be banned from school property.

7. SUPPORT/RESPECT OF OUR SCHOOL/CENTER:

As ASA Parents, please show you care about our school community by:

- Attending Parent-Teacher Organization Meetings (PTO Meetings)
- Becoming active and involved in events, activities, and decision making during the school year
- Promoting positive experiences and accomplishments at our school in the community
- Using Social media responsibly promoting our school, its students and staff
- Using appropriate communication channels to resolve parent-school conflicts
- Adhering and respecting the rules and policies at ASA Prep
- Refraining from gossiping, and attempting to have your grievances supported by gossipers. Instead, please speak directly to a teacher or administrative team.

MUST BE SIGNED AND RETURNED TO COMPLETE YOUR CHILD'S ENROLLMENT

ASA HIGHER LEARNING PREPARATORY SCHOOL

PARENT CODE OF CONDUCT

AGREEMENT FORM

I/We, _____, the parent(s)/guardian(s),

(Print Parent(s) Name(s))

Of _____, acknowledge that we/I have

(Print child(ren) name(s))

Received a copy of the ASA Prep School Parent Code of Conduct (PCC). I/we have read and understand the policies discussed in the PCC (Parent Code of Conduct). Furthermore , I/we understand that if I/we do not abide by the PCC, my child may be dis-enrolled from the program.

Signature: _____

Date: _____

Signature: _____

Date: _____