

# WBLT Teen Code of Conduct

Being a student of West Branch Learning Tree means you agree to represent our organization to the community at large and abide by our standards for conduct while attending our program. These standards, taken from our larger handbook, spring from principles of Christian faith upon which West Branch Learning Tree was founded. In order to foster an atmosphere of encouragement and unity, we expect all students to read thoroughly, agree to, and follow this Code of Conduct.

West Branch Learning Tree leaders will also assume the best of each student and will gently address Code of Conduct infractions initially with a discreet verbal warning. If the infractions continue in any of the areas of conduct, further steps will be taken, the last resort being dismissal from the class and/or co-op. The procedures for this process are laid out in a separate document. Code of Conduct violations will be taken into consideration for future involvement with West Branch Learning Tree.

## Respect

- Adhere to teacher expectations as laid out verbally in class and/or in their syllabus. Follow classroom rules.
- Treat fellow co-op members, including all teachers, helpers and students with respect and graciousness. This would also include the way we treat all staff and members of Friendship Baptist Church.
- Be receptive and friendly to all students. Refrain from behavior that excludes others or creates divisions.
- Come ready to help and be willing to contribute where needed. This includes clean up and set up, such as lunchtime and beginning and end of day.
- Avoid public displays of affection between all people: kissing, hand holding, prolonged hugging, etc. are not acceptable during the co-op day.
- No phones or smart devices for personal usage (text, Snapchat, Instagram, X, etc.) during class. When teachers ask you to use your phone, use it for the purpose the teacher requests.

\_\_\_\_\_ I agree to align my conduct with West Branch Learning Tree's guidelines listed above on maintaining an appropriate *respect*. (Sign your initials here)

## Academic Integrity

- Academic Integrity can be simply defined as *being honest about your work!*
- Treat WBLT as a high priority. This includes coming to co-op each Monday prepared, completing work when assigned, being on time for class, and being ready to contribute.
- Complete the work expected by the teacher! If classroom/co-op guidelines are different than your personal homeschool expectations (i.e., deadlines, homework, etc.), respect the expectations of your teacher(s).
- Follow teacher expectations on AI usage.
- Cheating is copying another's work, whether from another human or the internet, and is unacceptable and may be grounds for being asked to leave the class.

\_\_\_\_\_ I agree to align my conduct with West Branch Learning Tree's guidelines listed above on maintaining *academic integrity*. (Sign your initials here)

## Speech

- Use language that uplifts and encourages others. Avoid gossip. (Speak about others as if they are part of the discussion.)
- Keep it clean and age appropriate – no profanity (this includes using the Lord's name in vain), and steer away from inappropriate conversations (this includes conversations about sexuality). If an adult asks a student to change the subject, do so.
- Keep it positive and represent West Branch Learning Tree well– your social media comments or pictures may directly or indirectly affect West Branch Learning Tree

\_\_\_\_\_ I agree to align my conduct with West Branch Learning Tree's guidelines listed above on appropriate *speech*. (Sign your initials here)

## Dress

Co-op is a learning environment, and the way you dress can be a point of distraction for others. This includes clothing *for both boys and girls*. As a reminder, here are some highlights of our dress code:

- Leggings and biker shorts are not permissible as pants unless they are covered by a skirt, shorts, or dress that approaches the knees.
- Showing excessive cleavage will not be tolerated.
- No crop tops (ie, shirts should meet your pants and not show your stomach).
- Shorts and skirts must be no shorter than six inches above the knee. Make sure they come down past your fingertips when your hands are at your side.
- Spaghetti straps, tank tops, muscle shirts, and halter tops are not permitted. Shirts should have enough of a sleeve to approach the curve of the shoulder.
- Shoes must be worn at all times. (Also, no wheelie shoes)

(Dress code for 5<sup>th</sup> hour exercise class may be different than this, but that applies only to that hour of class)

\_\_\_\_\_ I agree to align my conduct with West Branch Learning Tree's guidelines listed above on appropriate dress. (Sign your initials here)

## Conflict resolution

Unfortunately, personality conflicts and misunderstandings can happen. It is important that we respond to these situations, when and if they arise, in a biblical manner (these principles are based on Matthew 18:15-16):

- The offended party must first seek to resolve conflict, in private, between the two parties.
- If either party is unsatisfied or resolution cannot be met, they then need to seek the assistance of an objective party.

**We ask all members age 12 and up**

**(this includes the parent attending and any teens 7<sup>th</sup> grade and above)**

**to sign below, acknowledging they read and understand our expectations.**

PARENT SIGNATURE: By signing my name below, I understand what is expected of my teen and agree to hold them to these expectations.

**Name:** \_\_\_\_\_

TEEN SIGNATURE(S): By signing my name below, I accept my role as a student of this co-op, and I agree to abide by West Branch Learning Tree's Code of Conduct.

**Teen #1:** \_\_\_\_\_

**Teen #2:** \_\_\_\_\_

**Teen #3:** \_\_\_\_\_

**Teen #4:** \_\_\_\_\_