

Expectations for Students and Parents Participating in PTA-Sponsored Activities

PTA-sponsored activities, both before and after school, are designed to enrich the school experience of the children at Westbrook. The classes are intended to expose our children to new material, creative outlets, and cultural enrichment, among other things. The PTA-sponsored activities are not intended to be rigorous academic classes, but rather to supplement and complement the academic classes the children take during the school day.

In order to facilitate the creative, fun, learning environment that is essential for these classes, the PTA has developed a student code of conduct and a set of parental responsibilities for participation in PTA-sponsored activities. Please read these materials with your child and sign below.

Student Code of Conduct

1. Respect the rights and feelings of others.
2. Treat the teacher and other students with respect and fairness.
3. Follow directions given by the person in charge.
4. Remain in your assigned area unless given permission to leave.
5. Keep your hands, feet, and objects to yourself.
6. Treat property with respect.
7. Come to class prepared and ready to do your best work.

Discipline Policy

All children should have the opportunity to be taught in an environment that is conducive to learning, in the event that a student does not comply with the Code of Conduct, students, parents and staff should know that there are consequences. Parents and students will be given three written warnings for disruptive behavior. A parent will be required to attend class with the student after the first written warning. If the disruptive behavior has not been resolved by the third written warning, the child will be removed from the class permanently.

We have read and understood the Code of Conduct and Discipline Policy.

Signature of Student: _____

Parental Responsibilities

Westbrook staff cannot be responsible for students during, before, or after school activities. The Front Office closes at 4pm. With the exception of Kindergartners, all students are expected to be escorted by a parent or guardian, or make their way independently to their after school activities. Students with after school activities are released immediately *after* the afternoon announcements are read and *before* bus-riders are dismissed. Please send a note to your teacher each time your child has an activity after school as an extra reminder.

After school activity instructors will release students to a parent or guardian promptly at the close of the activity. Parents should communicate any alternative dismissal procedures directly to the after school activity instructor.

Parents of children who require medication, such as an epi-pen or asthma inhaler, the parent must either ensure the child is capable of self-medicating or make arrangements directly with the activity instructor. The Westbrook nurse's office is not open during before or after school activities. PTA volunteers may help facilitate arrangements with a particular instructor, but cannot be responsible for ensuring a child receives the appropriate medication.

I have read and understood the student code of conduct, discipline policy, and parental responsibilities.

Signature of Parent: _____