

BENJAMIN FRANKLIN CLASSICAL CHARTER PUBLIC SCHOOL POLICIES & PROCEDURES

NO. 0027

Title: **Expectations for Parents, Guardians and Volunteers**

Effective Date: May 12, 2011

Submitted By: Governance Committee

Supersedes Date:

Approved By: Board of Trustees

1 Purpose

- 1.1 The Benjamin Franklin Classical Charter Public School (BFCCPS) was founded to provide parents and students with the opportunity to develop their character. Character education is the guiding precept that runs through the curriculum, and governs the interactions of students, teachers, staff, parents, guardians and volunteers.
- 1.2 The virtues that form the foundation of our school community are prudence, fortitude, temperance and justice. To further the character development of our children, it is imperative that all parents, guardians, and volunteers model these virtues in all of our interactions with members of the BFCCPS community in all school related activities.
- 1.3 BFCCPS strives to have parents, guardians, and volunteers who are committed to the mission of the school and who demonstrate this commitment in all areas of their interactions with students, teachers and other members of the Community. To that end, this policy identifies principles and expectations for parents, guardians, and volunteers. The Family Pledge supplements this policy.

2 Scope

- 2.1 All members of the BFCCPS community.

3 Responsibility

- 3.1 The BFCCPS Board of Trustees (BOT) is responsible for interpreting the provisions of this policy.
- 3.2 The Head of School (HOS) is responsible for the implementation and adherence of the provisions of this policy.

4 Definitions

- 4.1 BFCCPS Community shall be defined as all employees of BFCCPS; all parents and guardians of BFCCPS students; all Board of Trustees members; and all other interested individuals.

5 Policy

- 5.1 Parents, Guardians, and Volunteers are expected to model the mission of the school and to
 - 5.1.1 treat all members of BFCCPS community with respect and dignity in all interactions relating to the school

- 5.1.2 maintain an environment in the classroom, halls, courtyard, playgrounds, parking lot and all school-sponsored events that is respectful, and in accordance with the mission of the school
 - 5.1.3 communicate with a teacher about issues or concerns that may affect that child's performance or behavior at BFCCPS
 - 5.1.4 communicate with school administration about issues or concerns including, but not limited to school curriculum, procedures, policies, events and activities
 - 5.1.5 not make malicious or intentionally false statements about any member of the BFCCPS community
 - 5.1.6 not engage in unlawful harassment or discriminatory conduct in violation of applicable state and federal civil rights laws
 - 5.1.7 not seek a reprisal against any individual who has reported any allegation or filed any grievance or engaged in any protected, concerted activity
 - 5.1.8 not reveal any confidential information about any member of the BFCCPS community unless disclosure is required by law or by school policies and/or directives
- 5.2 Parents, Guardians, and Volunteers are expected to adhere to school policies, particularly
- 5.2.1 Policy No. 31, Public Disclosure of Student Information, and not reveal any confidential information about any student unless disclosure is required by law or by school policies and/or directives
 - 5.2.2 Policy No. 23, the Grievance Solving Procedure, to resolve any grievance with a member of the BFCCPS community
 - 5.2.3 Policy No. 30, Media Contact
- 5.3 Parents, Guardians, and Volunteers must follow all sign-in procedures upon entering the school. Before visiting a child's classroom, a parent or guardian must seek prior approval from the teacher or a school administrator. A parent shall not interrupt a class in session.
- 5.4 Parents, Guardians, and Volunteers must obtain prior approval from the Head of School for all communications intended for the BFCCPS community. Communications include those sent via the school's electronic or written communication channels, as well as those sent via other public media.

6 Related Policy & Procedures

- 6.1 Policy 23, Grievance Procedure for Non-BFCCPS Employees
- 6.2 Policy 30, Media Contact
- 6.3 Policy 31, Public Disclosure of Student Information