

Camp HEED Handbook and Code of Conduct

Mission Statement

To serve God by assisting families in their call to home educate their children.

Philosophy of HEED

HEED is not a school but instead a hybrid learning program to assist home educating parents to fulfill their responsibility by locating and securing qualified independent instructors to enrich their home education program. We believe it is the responsibility of parents to train the minds of their own children to think rationally and biblically, to discern truth, and express thoughts clearly and persuasively. HEED assists parents by providing the opportunity to join with other families to offer the best possible educational experiences for their children. The parent ultimately remains the teacher. Camp HEED students require a level of self-discipline and accountability. Students must be prepared, attentive, and free from distraction to benefit from this type of educational opportunity. Parents are ultimately responsible for keeping their students accountable.

Responsibilities and Commitments:

HEED Directors commit to:

- Provide a schedule of classes for students to enrich their educational goals and prepare them with future ready skills for the next steps in their education.
- Seek to match available instructors and courses with the academic needs of students. Criteria for instructors will include educational experience, mastery of material, ability to teach, personal integrity, and a love for the Lord.
- Require that instructor candidates undergo a criminal background check. HEED directors reserve the right to replace instructors if the circumstances become necessary.
- Provide two (2) Camp HEED T-Shirts to each student.

- Communicate regularly with parents through email and/or text.

HEED Instructors Commit to:

- Provide quality instruction in a Christian environment.
- Communicate with parents and directors about any difficulties with a student's behavior or assignments.
- Attempt to handle all difficulties and conflicts with integrity and in a biblical manner, according to the guidelines of Matthew 18:15-17.

HEED Parents Commit to:

- Sign the release of liability waiver and the statement of faith on the registration form online.
- Pay tuition and fees timely. All Camp HEED tuition payments must be paid by May 1. All payments are non-refundable and non-transferable.
- Check email daily for any important communication from Directors or Instructors.
- Ensure students arrive on time for class (5 minutes before class begins, do not arrive earlier than 10 minutes prior to class) dressed appropriately and ensure that they are picked up promptly after class. (See Dress Policy.)
- Support and help enforce the HEED policy regarding no cell phones, tablets, smart watches, or electronic devices with internet access on campus. (Exceptions may be made for some supervised in class work)
- Keep their student home if they have a fever, sore throat, congestion or cough not caused by allergies.

- Attempt to handle all difficulties and conflicts with integrity and in a biblical manner, according to the guidelines of Matthew 18:15-17.
- Review this code of conduct with their student before the start of Camp.
- Parents are responsible for their own children's behavior to ensure they are acting in accordance with the HEED Code of Conduct, Dress Code and all HEED policies. Any student who does not abide by the HEED Code of Conduct and all policies set forth by HEED may be dismissed without refund.

HEED Students commit to:

- Abide by the rules of dress and conduct. (See Dress Code below)
- Participate in class without being disruptive, distracting, disrespectful, offensive, immoral, intimidating, flirtatious, or rude. Any form of bullying will not be tolerated. Poor attitude is grounds for immediate dismissal from Camp HEED without refund.
- Be in their seats and prepared for class at the start of the class period. Students are expected to go to the restroom during the breaks between classes, and not during the classes if possible.
- Leave all cell phones, tablets, smart watches, or any electronic devices with Internet access at home or in their car. If a student is caught with a phone they will be fined \$40. Camp HEED staff on duty will always have a cell phone available if a parent needs to contact a student or if a student needs to make a call. Parents will be provided a phone number to call if they need to contact their student.
- Respect church property. Students may not climb on any walls of the building. No chewing gum is permitted on the church campus. Students must keep the premises clean by picking up after themselves immediately.
- Conduct themselves in accordance with biblical standards and in a manner, which will not be distracting to other students. Strive to exemplify excellence in their personal behavior, conducting themselves in a manner

that is pleasing to the Lord. Philippians 1:27 "Only let your conduct be worthy of the gospel of Christ."

- Avoid gossiping to or about others.
- Respect the property of others by not touching anything that does not belong to them without permission.
- Leave home all pocket-knives, or any other object that could be used as, or mistaken for a weapon.
- Any damage caused by a student to the building, tables, or other church property is the financial responsibility of that student and his/her family.
- Attempt to handle all difficulties and conflicts with integrity and in a biblical manner, according to the guidelines of Matthew 18:15-17.

Camp HEED Dress Code

Camp students must wear a Camp HEED T-shirt each day. They may also wear any HEED T-Shirt they might own.

Students may wear Modest Shorts (not tight or short), Long Pants (no leggings or yoga pants), or Long Skirts. Recognizing that standards of modesty may vary, we ask families to take a **very conservative** approach to dress in order to reasonably avoid offense to anyone. If you are unsure whether an item is modest enough, please choose something else.

My student and I have read the handbook and agree to abide by ALL policies.

Student signature

Student name printed

Parent signature

Parent name printed

Date _____. (PLEASE PRINT AND EMAIL TO INFO@takeHEED.org)