

The Village
ELECTRIC

PARENT AND CHILD HANDBOOK

Welcome!

We are excited that you have chosen to enroll your child in The Village Electric! Our commitment is to provide a high-quality and personalized education for your child in an environment where they can truly be themselves.

This handbook is designed to familiarize you with our guidelines and policies related to the operations of our center. We hope that it will answer some of the questions you may have as you engage in the learning process with your child. We may update this handbook periodically as the program develops, and as circumstances and conditions change throughout the year.

Our Mission

We believe that every young person is unique and wonderful, and deserves to be treated as such. We believe education should be personalized and individualized so that our children maintain a curiosity for life and nurture a life-long passion for learning. And we believe that kids thrive when they are free to be themselves and free to be together in a dynamic social community that is just for them.

Thank you for joining us on this journey.

Our Center

Our center provides space for personalized co-learning while honoring our children's need to explore, move, play, and be outdoors. We espouse no political agenda and leave it to each family to discuss political and social issues outside of the center.

In our learning studios, qualified educators assist our kids with a classically inspired, self-paced curriculum that teaches critical thinking and self-discipline while preserving each child's worldview. Our rigorous coursework is age-appropriate and includes reading and writing as well as the crucial foundations in mathematics without modern-day common core.

Curriculum

In order to cultivate life-long learning, learners will receive direct instruction when needed from a qualified guide as they work through a self-paced curriculum. Having a robust curriculum that involves both direct instruction and collaborative hands-on experiences will bring out your child's natural abilities, aptitudes, interests, and passions.

Extracurricular Activities

Extracurricular activities are available on select days. All community members are welcome to enroll in these classes. Currently, we offer Spanish, choir, LEGO Minecraft, and dance in the afternoon. To join any of these activities, contact the instructor of the activity directly.

Daily Logistics

Daily Schedule

- **Drop off time:** 8:45 a.m. – 9:00 a.m.
- **Pick up time:** 3:00 p.m. – 3:15 p.m.

Drop off instructions: Please walk your child to their studio door.

Pickup instructions: Please wait outside the building until we send your child out.

School Days and Holidays

Please refer to the calendar linked on The Village Electric website.

Attendance

Participation in this unique, learner-driven environment is fundamental to your child's education and growth as a human being. In the event that your child is absent, please notify staff via email, or Procare. Exposure to a variety of environments, experiences, travel, etc. is encouraged and we do not penalize learners for missing in-school time. However, learners who are absent for long periods of time (excluding health concerns), are expected to continue their learning while they are away. They should continue working on the curriculum at home. Depending on the reason for their absence, we may modify the curriculum to connect with their experience while away. Parents are expected to notify the school well in advance of any family trips, etc. that may cause long periods of absence.

Food and Lunchtime

Children should bring their own lunch, snacks and water:

- **Nurture Studio:** Healthy snacks, labeled water bottle
- **Grow and Thrive Studios:** One healthy snack per day, lunch, and labeled water bottle

Outside Time

To get the children outdoors as much as possible, we will be going out during some light rain, snow, etc. In addition, sometimes playing outdoors or doing an art project can get a little messy.

Please send in the following items to keep in the studio:

- Complete set of spare clothing
- Raincoat and rain boots
- Smock or oversized t-shirt

Student Wellness

The health and well-being of your children is of great importance to us. All teachers hold current CPR certificates. In the case of injury, we will administer first aid as needed and make every effort to contact parents.

At The Village Electric, we respect your right to make the appropriate health-related decisions for your child and family. If you believe your child is ill, please keep your child home until he or she is well enough to return. If your child becomes ill at our center, we will notify you immediately.

Bathroom Protocols

All children are expected to be “potty-trained” and should not need assistance from adults when using the bathroom, unless specifically requested by their parents.

Discipline and Learner Conduct

The Village Electric will work toward creating a learner-driven environment in which self-discipline and self-governance are an important part of the school environment. Learners will be challenged not only to create their own classroom management but to be internally motivated and take responsibility for their own learning. With primary emphasis on demonstration and positive reinforcement, certain actions will not be tolerated and may result in a period of dismissal from the learning environment:

- Causing harm to oneself or others
- Dishonesty
- Disrespect
- Repeated disruption of the learning environment that significantly affects the learning of others.

Depending on the severity of the infraction, learners may be sent home for an indefinite period of time. If a learner is sent home three or more times throughout the school year, the child may be expelled.

Communications

We believe that maintaining open lines of communication among parents, teachers, and administrators is crucial. General questions or concerns about the classroom or a student’s academic progress should always be directed first to the studio guide through Procure, and then to the Executive Director who can be reached at tammy@thevillageelectric.com.

Tuition

Tuition is due when billed as specified in your Financial Enrollment Agreement.