

Religious School Student Behavior Contract

After reading, parents and students must sign and return the last page only.

The Robert Seiden School of Jewish Studies (“the School”) is open to all children of congregational members. It is a school of religious study. Therefore, it is expected that all students will behave and conduct themselves in a respectful manner and behave in a way befitting the School and Temple. The School is committed to providing a positive learning environment that is free from harassment in any form.

1. I will respect my fellow students, staff, adults, Rabbi, and Cantor as well as the property of others and of the Temple and the School.
2. A clean campus is to be maintained at all times. I will assist in keeping the School and Temple grounds and buildings clean and in good condition.
3. I will not play on or with furniture or equipment in the social hall, kitchen, or any other part of the Temple or School. I will not run while indoors. I will not use or play with the equipment belonging to the pre-school.
4. Footballs, basketballs, frisbees, etc., are to be used exclusively outside in the playground area during designated times. Violation of this rule will result in confiscation of the item. (The only exception is our annual year-end game of “Ga-Ga.”)
5. The School is a closed campus. Students are expected to be on Temple and School grounds at all times during the School hours. **I will not leave the Temple / School grounds** until picked up by a parent or designated adult, unless it is part of a class field trip group in which I have permission to participate. ***Trips off Temple / School grounds to purchase snacks (ie. Starbucks) are NOT permitted, even with parental approval.***
6. **My parent, carpool driver or other identified adult is responsible to pick me up promptly after school.** If my ride is late, the School Office will be notified. I will **WAIT IN THE PLAYGROUND** for my ride. In bad weather, I will wait **QUIETLY** in the social hall for my parent or carpool driver. **I will not run into or through the parking lot.**
7. **ALL** electronic devices are prohibited during School hours, even at recess and breaks. Once the school session has begun I will not use any electronic device (cell phones, game players, iPods, laser pointer pens, etc.) while in the classrooms, social hall, sanctuary, or sanctuary, and/or during any class activity in any location. Such use will result in immediate confiscation. **ONLY** a parent may reclaim from the School office an electronic device that has been confiscated. The School recommends leaving these items at home and will not be responsible for damage or loss to electronic items that are brought to school.
8. I understand that unauthorized gambling on Temple property is forbidden.
9. Any type of conventional footwear in good condition may be worn with the exception of slide shoes (those shoes with rollers on the bottom). If I wear slide types of shoes, I know that they will be confiscated. A parent must reclaim any confiscated footwear from the School office. I understand that students may not wear or use personal “wheels” of any type inside or outside the Temple during School sessions OR religious services, or when they are waiting before or after these scheduled activities. This includes skateboards, roller skates, rollerblades, and shoes with wheels inside the sole of the shoe. If these items are brought (or worn) to the Temple they will be confiscated.

10. Harassment

The school treats allegations of harassment seriously and will review and investigate such allegations in a prompt, confidential, and thorough manner. Harassment of any member of the community by any other (student, staff, faculty, or clergy) is prohibited. A charge of harassment shall not, in and of itself, create the presumption of wrongdoing. However, substantiated acts of harassment will result in disciplinary action, up to and including dismissal. Students found to have filed false and frivolous charges will also be subject to disciplinary action, up to and including dismissal.

Harassment occurs when an individual is subjected to treatment or to a school environment that is hostile, bullying or intimidating, regardless of when or where such action takes place. Harassment includes but is not limited to:

- i. Verbal harassment through bullying and derogatory comments, jokes and / or threatening words,
- ii. Physical harassment through bullying and unwanted touching, contact, assault, deliberate impeding or blocking movements or any intimidating interference with normal participation in Temple and School activities,
- iii. Visual harassment through derogatory, demeaning or inflammatory posters, cartoons, written words, drawings or gestures, and
- iv. Sexual harassment involving unwanted and unsolicited sexual advances, requests for sexual advances or favors, displaying sexually suggestive objects, pictures or behaviors and other verbal or physical conduct of a sexual nature such as telling inappropriate sexually related jokes and/or making reprisals, threats of reprisals or implied threats of reprisals following a negative response to sexual advances.

DISCIPLINE POLICY:

On the first day of school, each teacher will review the following with his/her class:

1. Student Behavior Contract
2. School discipline policy and interventions for each successive infraction.

If student breaks the Student Behavior Contract, the staff, faculty, Rabbi and Cantor will follow these guidelines:

1. The first infraction will bring a warning to the student
2. The second infraction will result in missing recess or being held 10-15 minutes after class and notification of parent(s).
3. The third infraction will result in temporary exclusion from class and notification of parent(s).
4. The fourth infraction will result in a meeting of the parents and all faculty and clergy deemed necessary by the Education Director.
5. Any child who violently attacks another person or who deliberately destroys or damages School or Temple property will be suspended immediately, and parents will be called to pick him or her up. The parents are responsible for the cost of replacement or repair per invoice.

6. If a child's behavior at School continues to be seriously disruptive, after other attempts to correct the behavior, the child may be allowed to continue attending only if a parent accompanies and remains with the child throughout the entire class(es) as required by the School.

Grounds for Immediate Suspension or Expulsion:

7. I understand that I am liable for **immediate suspension and possible expulsion** for any of the following, including, but not limited to:
 - a. Possession of, or being under the influence of, alcohol, hallucinogens, or any other form of dangerous and illegal drugs (i.e., federally controlled), or in possession of what may be construed as drug paraphernalia at School or at any event sponsored by The Robert Seiden School of Jewish Studies or Temple Sinai.
 - b. Stealing.
 - c. Destruction of school property.
 - d. Use or possession of firecrackers or similar devices.
 - e. Any type of continual or repeated harassment of a verbal, electronic, and/or a physical nature, toward any member of the School or Temple community, regardless of when or where such action takes place.
 - f. Possessing, handling, or transmitting any object that can reasonably be considered a weapon of any kind on the School grounds at any time on or off the School grounds at any School activity, function, or event.
 - g. Fighting, bullying, or the threat of physical violence.
 - h. Throwing anything on the School or Temple grounds with the intent to cause injury or damage.
 - i. Possession of pornographic materials including any inappropriate materials accessed over the Internet or electronically transmitted.

This policy is in place to hold students and parents accountable for their seriously unacceptable and dangerous behavior and to discourage any activity which supports continued abuse and addiction.

8. **If the parent(s) has a question, concern or other issue, it is the parent's responsibility to:**
 - a. Communicate with your child(ren) about the behavioral expectations while at School and Temple, whether they are early and waiting for class to begin, during class, in the sanctuary and/or after school.
 - b. The **first step in resolving a question** about disciplinary actions, behavior concerns and/or education issues is to communicate directly with the teacher or other staff member involved.
 - c. *Please **DO NOT** call the Education Director, other faculty, Rabbi or Cantor until an attempt is made to resolve any issue(s) with the teacher of the child(ren) involved.*
 - d. If the issue of the parent is not resolved after discussing it with the faculty member involved, please contact the Education Director with your concerns.

Attendance and Additional Policies

1. Attendance:

a) Any child of a member family is eligible to attend Temple Sinai's K-12 classes, but family dues payments must be current in order for a child to be registered. Children of families who are considering temple membership may attend classes as guests for a period of one month.

b) It is the family's responsibility to notify the Education Director of absences from school at least 15 minutes prior to the start of class (818.246.8101, extension 105) or school@temple-sinai.net

c) A student planning to become bar or bat mitzvah who misses more than 1/4 of the sessions will not be automatically promoted to the next grade. In order to be promoted, such a student must complete a make-up assignment prepared by the education director or by the teacher with the approval of the educator. If a special family situation makes regular attendance impossible, parents should contact the rabbi or the educator to discuss it.

d) For a student entering our school without prior Hebrew education, eligibility for bar or bat mitzvah requires a minimum of two full school years of Hebrew, during which three years of curriculum must be mastered (by adding extra tutoring or working intensively over the intervening summer). A student who is a candidate for bar or bat mitzvah must also be enrolled in Religious School.

2. Shabbat Services Attendance:

a) Every student is expected to attend a minimum of four (4) Shabbat services during the school year AND the Family Night Shabbat assigned to his or her class.

b) B'nai Mitzvah students must attend a minimum of eight (8) Bar / Bat Mitzvah services prior to their own ceremonies. At least five (5) of these must be Saturday morning services at Temple Sinai.

c) At the end of each service, students must complete the attendance record card and HAND it to the Education Director, the Rabbi or the Cantor.

3. School work not completed during the school year must be completed over the summer.

4. Lost and found items may be turned in to or claimed in the School's office. **Unclaimed items are donated after thirty days.** The School shall not be responsible for items or valuables left in classrooms, hallways, sanctuary, or playground area. Students should refrain from bringing large amounts of money or valuables to School.

5. No student may bring a guest on campus, during school hours, without permission from their teacher or the Education Director.

6. If there is an emergency, a parent or other adult may contact the School office and have the message relayed to student.

7. Textbooks and Supplies: At present, textbooks and supplies for all regular school activities are provided by the school. Some classes may be asked to bring materials from home for occasional special projects (e.g. cooking equipment, aprons or smocks for messy projects, newspaper clippings, magazines, family photos).

8. Student Evaluation: Progress reports will be provided to the parents of each student in the Religious School and the Hebrew School twice during the school year. Teachers take attendance regularly. Absences are reported when students are evaluated and help determine whether make-up will be required.

Please KEEP THE POLICY PAGES for your reference and return ONLY this completed signature page. Your child can return it to their teacher or you can scan this page and email it to school@temple-sinai.net.

I have read (or my parents have read and reviewed with me) the Student Behavior Contract and Harassment Policy for the Robert Seiden School of Jewish Studies, as well as the list of additional policies for the school relating to other issues. I understand and agree to follow all rules and policies of Temple Sinai and its School, including all posted signs on the Temple premises.

Student 1 Printed Name

Student Signature

Date

Student 2 Printed Name

Student Signature

Date

Student 3 Printed Name

Student Signature

Date

I have read and understood the Student Behavior Contract and Harassment Policy for the Robert Seiden School of Jewish Studies, as well as the list of additional policies for the school relating to other issues. I have reviewed these with my child(ren) and will ensure that they follow all rules and policies of Temple Sinai and its School, including all posted signs on the Temple premises.

Parent Printed Name

Parent Signature

Date



TEMPLE SINAI OF GLENDALE

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