



VOS-JEWELS-JEMS Parent Agreements 2017-18



The JEWELS team views parents as partners in the learning process. In order to create an effective, positive and productive learning environment for your child, you are asked to agree to ALL of the following guidelines prior to your child participating in JEWELS-JEMS.

- ___ We understand that engaging with other JEWELS families will enhance our child's affinity for Jewish customs and celebrations and will serve to strengthen their Jewish identity as part of a caring, vibrant Jewish community. We will make our best effort to participate in JEWELS community events throughout the year including monthly VOS Shabbat services, JEWELS overnight retreats, JEM Shabbat dinners, community service projects, holiday celebrations, etc. (Refer to your JEWELS calendar for dates).
- ___ We will make our best effort to support, model and encourage our child to participate in a Jewish life.
- ___ We will participate in at least two of the many community service/mitzvah projects that are offered during the year. (Refer to your JEWELS calendar for dates).
- ___ We will attend at least two Shabbat services during the year.
- ___ We will carefully read all JEWELS related materials that are mailed or e-mailed to us.
- ___ We will make sure our child arrives to class on time (not earlier than 10 minutes prior to the start of class) with all required materials and is picked up promptly at the end of class.
- ___ We will make every attempt to have our child attend each of the 27 JEM classes throughout the year.
- ___ We will notify the teacher if our child will be absent from class.
- ___ If our child falls behind due to absences, we understand that make-up/private tutoring sessions may be required to bring him/her to the appropriate level. Private tutoring can be arranged through the Program Director and will be at the expense of the family.
- ___ We will provide a kosher style snack (or dinner) for the class when it is our designated turn. Snacks should be high in protein, low in sugar and not contain both meat and dairy together or any pork or shellfish.
- ___ We will ensure that our child completes assignments on the Hebrew Reading Line for a total of five days during the week (see pg. 6 for description of the HRL) Grades 4 - 6 only.
- ___ We understand that cell phones and other technological devices are not allowed during class time unless requested by the teacher. If brought to class, they should be given to the teacher prior to the start of the lesson. In case of emergency, parents may call the host family home and the host parent will contact the student/ teacher.
- ___ We understand that our including recognition and pronunciation of all of the letters and vowels of the Hebrew Alef-Bet by 4th grade and child must have knowledge of basic level Hebrew reading. Beginning Hebrew students entering JEWELS in 4th - 6th grade are required to either enroll in Alef-Bet Boot Camp or receive private tutoring at their own expense until they are at grade level proficiency as determined by the teacher.
- ___ In an effort to ensure that all VOS b'nai-mitzvah students receive tutoring in accordance with VOS philosophy and guidelines, please contact the clergy's assistant, Brenda Kramer, at 818-882-4867 to schedule tutoring.

- _____ We understand that our child must follow the rules of conduct so as to protect the safety, interests, and rights of all individuals in the classroom. Respectful and cooperative behavior on the part of everyone – students, teachers, parents - is expected at all times.
- _____ We understand that our child is expected to respect the host property. If a child's inappropriate behavior results in subsequent damage to host property, we will assume cost of repair or replacement.
- _____ We understand that misbehavior will be addressed in the following manner. However, we also understand that any or all of these steps may be skipped, should the behavior warrant, at the sole discretion of the teacher and/or the JEWELS director:
- 1) *Teacher will attempt to redirect the inappropriate behavior.*
 - 2) *Teacher will address student in class, away from other students. Teacher will document the discussion in writing and forward to the JEWELS director.*
 - 3) *Student will be given a break lasting no longer than 10 minutes within view of the teacher and will be asked to complete a form reflecting on the inappropriate behavior and committing to act appropriately. The parent will be called following the class.*
 - 4) *If the inappropriate behavior continues, the parent will be called and asked to pick up student from class and must have a family meeting with the director and the teacher before returning to class. During this meeting, the parents will be informed that if the misbehavior continues, the child will be expelled from the program with no refund.*
 - 5) *Child will be expelled from the program.*
- _____ We understand that student progress will be reported regularly to the Program Director and parents. Behavioral issues and learning challenges will be reported to the Program Director as soon as they arise, and closely monitored thereafter, so parents can be apprised of the concerns in a timely manner.*
- _____ We understand that parents – or a designated, pre-authorized contact person – should be reachable and available to pick up a child during any given class in the event of illness or disruptive behavior.
- _____ We understand that at the sole and absolute discretion of VOS-JEWELS, if it is determined that the scholastic and/or behavioral needs of any student cannot be met by the school, VOS-JEWELS has the right and discretion to require that such a student be withdrawn from the program at any time during the school year.
- _____ We understand that VOS-JEWELS reserves the right at its sole and absolute discretion to suspend, dismiss and/or expel any student as a result of any acts of willfully disruptive behavior.
- _____ We understand that once classes are established, VOS-JEWELS cannot accept requests from families related to the restructuring of classes, location or time of the classes, a class transfer for a given student, or preferred instructors unless there is a health or safety issue.
- _____ We understand that the JEWELS board reserves the right to restructure classes, if needed, based on enrollment numbers.
- _____ We understand that if a required tuition payment is not received, my child may not attend class until any past balance is received and the account is brought current.
- _____ We understand that in the event that a student withdraws before December 31, 2017, VOS reserves the right to withhold a pro-rated portion of the tuition. VOS must be notified of student's departure in writing prior to December 31, 2017 in order to receive a pro-rated portion of the paid tuition. Students leaving after

December 31, 2017, or students who are dismissed from the program for any reason, will not receive a refund.

_____ We understand that in order for our child to participate in a class, the following items must be received by the VOS office by August 1st: completed JEWELS application, completed VOS membership form, payment of JEWELS tuition in full or arrangement for payment options. Upon receipt of all the required materials and payment, **an admission card, to be handed to the instructor on the first day of class, will be sent via email.**

_____ We will notify the teacher or program director in a timely manner of any issues or concerns that arise related to our child's participation in JEWELS.

_____ I hereby give permission for my child to participate in all VOS-JEWELS programs, activities and events and do release VOS and its representatives from all liability arising out of my child's participation in such activity. In addition, I the undersigned parent/guardian of the above child, do further certify that my child is physically able to participate in such activity and hereby authorize VOS-JEWELS and its authorized representatives as agents for the undersigned, to consent that VOS-JEWELS seek medical care for my child in a case of a medical emergency.

**While JEWELS was not developed to serve students with severe learning needs or behavioral issues, JEWELS teachers will strive to meet the learning needs of all of their students. Please notify the Director of Education of any special learning or behavioral issues prior to the start of the program so that we can best accommodate your child.*

I / We have read, accept and agree to abide by each of the parent agreements listed above.

Student Name: _____

Parent 1 Signature: _____ Date: _____

Parent 2 Signature: _____ Date: _____

This form is required in order for your child(ren) to attend their first JEWELS class. Please either scan and e-mail the completed form by Friday, September 1st to Judy Gaffin at judy@vosla.org

or send it to

Valley Outreach Synagogue Center for Jewish Life, 26668 Agoura Rd., Calabasas, 91302