



KEYS Family Contract 2022-23

I have read and agree with KEYS Statement of Faith. (See Forms and Documents)

I have read the KEYS Policies (See Forms and Documents) and discussed them with my child(ren).

I will read the KEYS Monday Memo sent to my e-mail address each Monday at noon and forward it to my student(s).

I understand that KEYS is a partnership among the teachers, staff, parents, and students. Each course is an independent study program in which parents supervise the student's education, guided and facilitated by the teacher. Parents are responsible for their student's integrity, behavior, industry, timeliness, and academic progress.

Conduct: Students are expected to operate within the following framework while at KEYS

- ~ Respectful speech – profanity, lewd conversation, and non-edifying jargon will not be tolerated
- ~ Respectful attitudes – honoring those in authority, peers, and respecting others' property
- ~ Respectful dress – all clothing is to be modest and spiritually edifying. (See Policies for specifics)
- ~ Self-governance – exercising self-discipline and self-control; accepting consequences

I agree to pay KEYS monthly tuition, due on the first day of each month, starting in September. I understand that a late fee will be applied if payment is made after 5:00 p.m. on the 7th of the month, and if my payment is more than 30 days in arrears, my child(ren) may not be allowed to attend classes and may be required to leave KEYS.

I have read and understand the ADD/DROP policy. (Forms and Documents/Policies)

All students and families will respect each other's belongings and the church facilities. Everyone is to clean up after themselves. Parents are responsible for any damage incurred by their students and must make necessary replacements/repairs.

If a student is not under the direct supervision of their parents, they will be subject to the authority and direction of designated KEYS personnel. Being enrolled at KEYS means that students, while at KEYS, "willingly submit" to the principles outlined in the Statement of Faith and Policies document. (See Forms and Documents)

Parents, NOT KEYS LEADERSHIP, STAFF, OR PARENT VOLUNTEERS, are responsible for their children's whereabouts at all times.

Attendance: Students are expected to be prepared for class(es), punctual, and attend all scheduled sessions unless previous arrangements have been made between the instructor and parent(s). I WILL NOTIFY THE KEYS OFFICE AND TEACHERS IF MY CHILD(REN) WILL BE ABSENT from class(es).

I understand that PARENTS are asked to complete a ministry job each year. I will sign up for a position that best fits our family schedule and complete my task as required. If I do not sign up or fail to complete a ministry job, I will be charged the \$100 opt-out fee. (See KEYS Policies)

Encouraging students to use their gifts to minister to and serve others is a foundational part of KEYS' vision. Students in KEYS fine arts are expected to participate in the class ministry outreach projects. While fine arts provide a natural avenue for ministry and service, we realize that not all students have either gifting or interest in that area. Academic-only students and lower-level fine arts students are required to be a part of the KEYS Student Ministry Service Team. (See KEYS Policies)

Students may NOT use their cell phones while on the KEYS premises (building, parking lot, and grounds) from 8:00 – 5:30 on KEYS class days and other times as directed. Cell phones must be powered off and out of sight. Parents may reach students at any time through the KEYS office. Students may reach parents by reporting to the office either to use the KEYS office or their cell phones.

I understand that to participate in the KEYS graduation ceremony; my student must successfully complete the KEYS HS Worldview Analysis course. (See KEYS Policies)

I understand that if my child(ren) or I do not abide by the aforementioned policies, they may be required to leave KEYS.