

One Spark Academy ~ Participant Agreement

Dear Participant,

Welcome to One Spark Academy! We hope you'll find an environment that is **inclusive, safe, healthy, and positive**, but we need YOUR help to achieve this. Please review the following expectations, and then let us know you understand this agreement AND will follow these expectations to the best of your ability.*

1. I will use **considerate, inclusive, and respectful** language and gestures around others while in class and when engaged in any OSA-sponsored activities. My actions and words will contribute to a calm, safe, and enjoyable learning/working environment for students and adults. If my choices disrupt the learning, safety, or mental well-being of others, I will strive to resolve the situation promptly.
2. I will follow any requests by instructors, supervisory staff, or parent volunteers to collaborate respectfully, stay on task, work quietly and/or productively, and/or stay in a certain location.
3. I will be safe. **I will not run** inside buildings, through walkways, or up/down the stairwells unless permitted to do so (like in PE class). I will not hang out in the restrooms beyond the time needed for their intended purpose. I will inform my instructor if I am leaving the classroom and/or the required area of instruction.
4. I will be prepared for my classes. If I arrive late, I will do my best not to disrupt others. If late or absent, I will check with my instructor about any work I missed.
5. I will adhere to the OSA Tech Policy. I agree to "unplug" while at OSA and during any OSA-sponsored activity. **To connect with others and focus on my learning**, I will avoid personal use of my technology (texting, phone calls, Internet browsing, gaming, etc.) from the time I am dropped off until I am picked up, unless my instructors and/or supervisors approve such use. **My phone will be OFF** and left in my backpack (unless an expected call is prearranged with my instructor). I will not have my device in my hands or in my pockets during the day, unless it is being **used intentionally and with permission**. While in class, I will use the Internet safely and for instructional purposes only. If permitted to use my device, I will use it responsibly (sharing music, pictures, contact information, etc.). **Please note:** Instructors retain the right to collect personal devices if students cannot adhere to our OSA Tech Policy; they will be held until a parent collects them.
6. I will wear appropriate clothing for the day. My clothing will not aim to distract, offend, or make fun of any individual, gender, sexual orientation, political party, religion, or cultural group. If in PE or playing other sports, I will wear appropriate clothing and athletic shoes. Shoes must be worn at all times while outdoors.
7. I will use the **assigned play area** during scheduled breaks, or before 9:00 and after my classes are over. I agree not to play on campus during OSA hours in any area where there is no supervision and/or is not authorized. If I am waiting for pick up any time after my classes are over, I will wait in the assigned area/s.
8. I will respect OSA's commitment to healthy habits by committing to my own health! If I am not eating what OSA provides for lunch, I will bring a **healthy snack and lunch** and eat at the appropriate times. **I will not bring soda, fast food, candy bars, or similar junk foods on site**, unless approved as a "special day" (Halloween, Valentine's Day...). Dessert/ treats in moderation are fine, if accompanied by a healthy lunch.
9. If I am on-site when Circle is taking place, I will join Circle.
10. I will be mindful of the waste I create, whether it is food, materials, bags, or plastic water bottles.
11. I will assist with set up and clean up in the area where I've been working, as well as the common area, whether it is for class, after break, after lunch, or after class, and whether or not it is my mess.
12. I will do my best not to leave my personal belongings in the classrooms overnight. I will check to make sure I have my belongings before leaving the campus.
13. I will aim to be a positive, kind, helpful member of the One Spark Academy community.

I _____ agree to the expectations as outlined above.
(Print name of student)

Student Signature: _____ Date: _____

*We reserve the right to deny services to anyone whose choices infringe upon the rights of any other participant to enjoy their learning at One Spark Academy as it was intended.