



Handbook

Policy and Procedures 2026-2027

Leadership

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Table of Contents

Handbook	1
Policy and Procedures 2026-2027	1
Leadership	1
Contact Information	1
Mission	4
Vision	4
Educational Values	4
Education Approach	4
Educational Philosophy	4
Becoming a Homeschooler	5
Admissions and Enrollment	6
Application	6
Class Size	6
Age Eligibility	6
Students with Disabilities	7
Cluster System	7
Volunteer Commitment	7
Why the Volunteer Commitment Matters	7
Volunteer Days Requirement	8
Pennsylvania Clearances and required Paperwork	9
Insurance Waivers	9
Financial Policies	9
Fees	9
Tuition	10
Payment Options	10
Withdrawal Policy / Change Requests	11
Fundraising	11
Policies and Procedures	12
Attendance	12
Festival Days	12
Showcase Events	12
Field Trips	12
Transportation	13
Drop-off/Pick-up Procedure	13
Snow Days (Delays and Closures)	13
Dress Code	13
Weather Policy	14
Grading and Level Placement	14

Curriculum	15
Subject Areas:	15
Homework	15
State Testing	16
Snack and Lunch	16
Cell Phones and Computers	17
Participation, Progress Monitoring, and Continued Enrollment	17
Dating	18
Driving	18
Discipline	18
Classroom Rules	18
Positive Behavior Support	18
Behavior Management and Sexual Harassment	18
Definition of Bullying	19
Addressing Bullying	20
Health and Safety	20
Ticks	21
Safety Drills	21
Weapons	22
Illness	22
Illnesses at School	22
Court Orders	23
Prescriptions Drugs	23
Allergies	23
Medical Emergencies	23
Emergency Contact	23
Appendix A: PA Clearances Information	25
Appendix B: Insurance Waivers	26

Mission

Building faith, knowledge, and character

Vision

Our goal at A One-Room Schoolhouse is to create a flexible, rigorous, individualized, and comprehensive educational environment that reflects the counsel of Paul to learn and teach those things that are pure, lovely, virtuous, and praiseworthy (Philippians 4:8). We aspire to be an edifying classroom environment with the expertise of professional teachers to support all families seeking after these educational values in their homeschool endeavors.

Educational Values

- A flexible educational environment, without the confines of grade levels, where students can progress as they reach concept mastery in each subject and are developmentally ready for further study.
- A rigorous academic curriculum preparing all students for post-secondary education, meaningful employment, civic involvement, and a lifetime of service.
- An individualized curriculum allowing students to pursue interests, goals, and in-depth understanding of knowledge and culture.
- A comprehensive education that honors the students' needs for unstructured play, time in nature, socialization, leadership, creativity, and personal accountability.
- A learning environment with high moral values as taught and exemplified by the life and teachings of Jesus Christ as each classroom learns and teaches those things that are pure, lovely, virtuous, and praiseworthy.
- A family's right to be an integral and motivating force in their child's education; that children are ultimately accountable to their parents and to God for their learning and behavior.

Education Approach

A One-Room Schoolhouse uses a multi-age, competency-based approach to instruction. All students progress through the curriculum based on mastery of the material, not by grade or age level. Direct instruction in math and language arts is given in a small group or individual setting by the classroom director at that student's instruction level. The parent assistant monitors independent practice and exploration. History, science, and electives are taught in a multi-age format with individualized assignments given at the student's academic level. All instruction has an embedded spiral review to ensure retention over time.

Educational Philosophy

Our Schoolhouse and our curriculum are not based on one specific educational method. A One-Room Schoolhouse primarily uses curriculum from *The Good and the Beautiful*. The curriculum creators "intensely studied many different philosophies over a period of years and compiled what they felt were the best elements from several different philosophies, pulling mainly from Charlotte Mason." At

A One Room Schoolhouse, we believe strongly in the value of a flexible, rigorous, and comprehensive education emphasizing the highest of moral values, the innate need for children to play and be in nature, and the family's central role in learning.

Becoming a Homeschooler

All students who study with A One-Room Schoolhouse will need to enroll with the state of Pennsylvania as homeschool students as we are a homeschool support group. In order to homeschool in the state of Pennsylvania, you need to do the following:

1. Pennsylvania law requires that the homeschooling parents have at least a high school diploma or its equivalent. Also, the parent cannot be a felon, nor can anyone in the household. (See the law for more details.)
2. Submit a notarized affidavit and course objectives to your local superintendent by August 1st (returning homeschool students). A sample affidavit can be found on our website <https://aoneroomschoolhouse.com/admissions/#Becoming-a-Homeschool-Student> **Please list your own name, home address and phone number on this affidavit;** A One-Room Schoolhouse is a support organization.
3. If your child has been identified under the federal Individuals with Disabilities Education Act (IDEA) as needing special education services (not including those that are gifted and/or talented); you must have your program approved by a state-certified special education teacher or licensed clinical/school psychologist. The written approval must be submitted with your notarized affidavit. (Genevieve Peterson, Executive Director of A One-Room Schoolhouse, is a Nationally Certified School Psychologist and can approve your program as needed.)
4. At the elementary level, ensure the following subjects are taught: English, including spelling, reading, and writing; arithmetic; science; geography; history of the United States and Pennsylvania; civics; safety education; instruction in fire safety; health and physiology; physical education; music; and art. If you are doing the three-day program (Academic and Elective Cluster) at A One-Room Schoolhouse, all these areas will be taught. The family will just need to cover the assigned work-at-home materials and fire safety. **Parents are advised to supplement at home with *The Good and the Beautiful Safety Unit*.** (Fire safety is covered in this unit.)
5. At the secondary level ensure the following subjects are taught: English, to include language, literature, speech, and composition; Mathematics, to include general mathematics, algebra, and geometry; social studies, to include civics, history of the United States and Pennsylvania, and world history; health; physical education; music; art; geography; science; and safety education, to include fire safety. If you are doing the three-day program (Academic and Elective Cluster) at A One-Room Schoolhouse, all these areas will be taught. The family will just need to cover the assigned work-at-home materials and fire safety. **Parents are advised to supplement at home with *The Good and the Beautiful Safety Unit and Maturation Unit*.**
6. Required high school graduation courses: 4 credits in English, 3 credits in math, 3 credits in science, 3 credits in social studies, and 2 credits in art and humanities.
7. Track your time: Students must log 180 school days or 900 hours for elementary students or 990 hours for high school students. Attendance logs are kept by A One-Room Schoolhouse. All schooling completed outside of our program should also be logged.
8. Take standardized tests in grades 3, 5, and 8. Test results must be included in the portfolio. A One-Room Schoolhouse will pay for testing each school year for these grade levels, but the

testing will be completed at home. In the fall, students in these grades will be provided a link, via email, to complete the required testing. An outside testing service can be used if this better meets the family's needs.

9. Prepare a portfolio, Portfolios are an important part of the learning process and help assess student learning. In addition to their educational value, the state of Pennsylvania also requires homeschool students to complete yearly portfolios. Those that are 6 years old by September 1 of the school year enrolled need to complete a portfolio. A One-Room Schoolhouse students will be encouraged to update their portfolios regularly. Work done at home should be added by the family. Portfolios will be reviewed at parent/teacher/student conferences in May as the Campus Director can be the evaluator for these homeschool portfolios. **Reading Log:** It is important for the end-of-year portfolio required by the state that all reading material be logged. Each student will be provided with log sheets, and it is the responsibility of the family to log all outside-of-class reading material. (Read to/with/by). Material read at A One-Room Schoolhouse will be kept in the classroom log. **Attendance Log:** Attendance at A One-Room Schoolhouse is logged daily. All "school-days" done at home should also be recorded. Both attendance logs should be included in the end-of-year portfolio.
10. By June 30 of each year, parents must submit a copy of the evaluator's certification that their child is receiving an appropriate education to your local superintendent. A One-Room Schoolhouse will provide you with this document on the last day of class during the first week of June.

Handbook Disclaimer

This handbook is intended to provide general information regarding the policies, procedures, expectations, and operations of A One-Room Schoolhouse.

A One-Room Schoolhouse reserves the right to interpret, modify, suspend, or discontinue any policy, procedure, program, schedule, requirement, or benefit described in this handbook at any time and at its sole discretion.

This handbook does not create a contractual relationship, guarantee of enrollment, or legal entitlement between A One-Room Schoolhouse and any student, parent, volunteer, or family. Enrollment and continued participation in the program remain subject to compliance with Schoolhouse policies, safety expectations, participation requirements, and administrative review.

Families will be notified of significant policy changes when reasonably practicable.

Admissions and Enrollment

Application

A One-Room Schoolhouse does not discriminate on the basis of gender, race, color, religion, or ethnicity when admitting students. Enrollment is open to all students meeting the age requirements and based on classroom availability. An application must be submitted to the A One-Room

Schoolhouse with the non-refundable application fee. Applications for the upcoming school year will be announced and will be around February for returning students (and their siblings) and around March for new students. To be considered for the Schoolhouse, a \$100 non-refundable fee must accompany the application (\$50 for returning students and their siblings). The Campus Director and Executive Director will review the application. The applicants will be notified within three to four weeks of submission deadline of application status (accepted, declined or waitlist).

Class Size

Class size is approximately 20 students. A ratio of one teacher, and one volunteer, to 20 students will always be maintained to the best of our ability. Each classroom will have a mix of ages and skill levels. Classroom requests can be made but may not be honored. Requests will be reviewed on a case-by-case basis. Classes are mixed and combined to best maximize student learning.

Age Eligibility

A One-Room Schoolhouse will provide support for families with students in grades kindergarten through twelfth grade, depending on campus and availability. In general, a student should be five years old by September 1st to start kindergarten. A One-Room Schoolhouse does allow for some flexibility on this eligibility date based on a student's academic and emotional maturity.

Students with Disabilities

A One-Room Schoolhouse seeks to provide a supportive and positive learning environment for all students and families. Because our program operates as a homeschool support organization with a unique educational model and limited staffing resources, we may not be able to meet every student's educational, medical, behavioral, or supervision needs.

Each student will be considered individually to determine whether A One-Room Schoolhouse can reasonably support the student's participation and success within the structure of the program. Families are encouraged to share complete and accurate information regarding their student's academic, behavioral, emotional, medical, and learning needs during the application and enrollment process so that appropriate planning and support discussions can occur.

A One-Room Schoolhouse may be able to provide reasonable accommodations or modifications for some students based on the nature of the student's needs, available resources, staffing, safety considerations, and the overall educational environment. However, there may be circumstances in which the program is unable to provide the level of support, supervision, or specialized services a student requires.

If a student demonstrates behaviors that pose a safety concern, significantly disrupt the learning environment, or require a level of intervention beyond the program's capabilities, the Schoolhouse may determine that continued enrollment is not appropriate. In such situations, the Schoolhouse will make reasonable efforts to communicate concerns with the family, discuss possible supports or interventions, and work collaboratively toward a resolution when appropriate.

Failure to disclose significant academic, behavioral, emotional, or medical concerns during the

application or enrollment process may impact a student’s continued enrollment if those undisclosed needs prevent the program from safely or effectively supporting the student.

We value open communication and partnership with families and encourage parents to discuss any concerns or questions with the Executive Director prior to enrollment.

Cluster System

The cluster system is at the core of the hybrid model. Our two-day academic cluster meets on Tuesdays and Wednesdays while the elective cluster meets on Thursdays. Students can attend both clusters if desired, or they can choose to just attend one cluster. Our academic cluster days cannot be split nor can you attend one of the two days. The academic schedule covers morning time, language arts, math, science, and history. On Thursdays, each campus offers different classes, but typically has morning time, nature study, field trips, and other classes specific to their campus students. Other electives may be added as logistics allow.

While students are at home on Monday and Fridays, they will need to cover the assignment language arts and math lessons, generally a total of four hours per week. Older students will have independent work to complete in science and history. More information can be found in the [Homework section](#).

Volunteer Commitment

A One-Room Schoolhouse is a homeschool support organization seeking to assist families in their homeschool endeavors. Although we have a drop-off component to our program, to keep families learning together and to keep costs low, a **volunteer commitment is required**.

It is absolutely fundamental to our success and to maintaining our legal standing as a hybrid homeschool group.

Why the Volunteer Commitment Matters

Our volunteer requirement is in place for several important reasons:

- 1. Enhancing Program Quality & Keeping Tuition Low**

Parent participation allows us to maintain a low student-to-adult ratio, ensuring that students receive the support they need without the added expense of hiring classroom aides. This is one of the key reasons A One-Room Schoolhouse can offer significantly lower tuition than other hybrid programs or private support groups in our area.

- 2. Fostering Strong Parent-Teacher Communication**

Having parents present on campus helps ensure that teachers and families are on the same page, working together to support students effectively. Research consistently shows that the more parents are involved in their child’s education, the higher the quality of that education and the greater the student’s academic success.

- 3. Protecting Our Legal Standing**

Active parental involvement is an essential component of the A One-Room Schoolhouse model and plays an important role in maintaining our status as a hybrid homeschool support organization. The legal distinction between a homeschool support program and a traditional

private school or childcare center is significant under Pennsylvania law and regulatory guidance.

Because Pennsylvania does not currently have a clearly defined regulatory framework specifically governing homeschool hybrid programs, organizations like ours must operate carefully within existing homeschool laws, legal interpretations, and applicable operational standards. Parent participation and on-campus involvement are among the important factors that help demonstrate the collaborative homeschool nature of our program.

For this reason, the Schoolhouse places a strong emphasis on volunteer participation, parent partnership, and family engagement. Failure to maintain meaningful parental involvement could jeopardize the operational structure and legal standing of the program. Active family participation is therefore not simply encouraged, but is considered a foundational requirement of enrollment and continued participation in the Schoolhouse community

Volunteer Days Requirement

Parents are expected to spend a minimum of one day a month volunteering in the classroom.

All volunteers and students over the age of 18 need to complete an adult insurance waiver and students need to complete a youth insurance waiver by the end of May for the next school year. Go to the [Insurance Waiver](#) to obtain the form.

Parents are expected to spend the **full day volunteering** which is from 8:10 to 2:45. **No half days will be accepted or approved.** Half of your volunteer days must be done by mid-January. All efforts need to be made to do the volunteer days in-person at the campus location. If a last minute scheduling conflict arises before an assigned volunteer day, volunteers are responsible for contacting and securing a volunteer replacement.

In addition, if you do not make prior arrangements for an exception for your volunteer requirement, you are at risk of not being accepted for future school years and our Campus Directors will not perform the student(s) portfolio evaluation(s).

For two and three day-a-week students, 9 days per school year for the 1st child, add 6 days for the 2nd child, add 3 days for 3rd and add 1 day for each additional child. The goal is to be at the Schoolhouse 1 to 2x a month.

For students attending only the elective cluster,. 5 days per school year with the 1st child, add 3 days for the 2nd, add 2 days for 3rd and add 1 day for each additional child. The goal is to be at the Schoolhouse 1x every other month.

The AORSH insurance indicates that **no babies that are crawling or moveable or non-AORSH students** can be at the Schoolhouse. Please make prior arrangements for childcare for siblings not enrolled at the Schoolhouse.

Families with new babies will be given a 6-week “maternity leave” from the volunteer requirement, which equates to 1 volunteer day.

If a family cannot meet their volunteer commitment due to **extreme extenuating circumstances**, a maximum of two days may be bought out with the approval of the Campus Director and AORSH Executive Director. Each day will cost \$100. If the buy-out fee is not paid, the Campus Director and Executive Director may decline to perform the student(s) portfolio at the end of the school year.

We want to encourage all families to meet their volunteer commitment as this is a fundamental feature of our program. If a family is not able to meet their volunteer commitment, our program may not be the right homeschool program for your family and may be grounds for dismissal from the program.

Pennsylvania Clearances and Required Paperwork

In compliance with Pennsylvania law, all Schoolhouse volunteers and enrolled students over the age of 18 must submit all state-required clearances before the start of the school year. More information on how to obtain the PA Clearances is located in [Appendix A](#).

Insurance Waivers

Our Insurance requires us to have each enrolled student and adult volunteer or student over the age of 18 years old must submit the applicable adult or student waiver. It is located in [Appendix B](#).

Financial Policies

Fees

Registration fee: \$100 per new student registration and \$50 per current student registration and current student siblings to reserve the student's spot for the upcoming school year. This fee is non-refundable.

Field Trips: Fees vary depending on the destination. Pricing will be shared when registration opens for each trip.

Books: This fee depends on the level of the student and what cluster is being taken. There will be a small fee payable to AORSH for High School science courses.

More information on course specific material can be found in our [curriculum section](#).

Materials: All materials are included in the tuition cost. Families do not need to provide any school supplies such as pencils, crayons, scissors, etc. to the schoolhouse.

Tuition

***These rates are subject to change based on the revenue generated from the Fundraising Event and grant opportunities. The AORSH board works tirelessly to keep tuition rates low.**

Payment Options

Tuition payments are billed on the 1st of each month and are due by the 15th of each month, July-April. A \$25 late fee is applied once tuition is 30 days overdue for EACH class and for EACH student enrolled.

No discounts are given for siblings or early payments. The tuition costs are calculated at the actual cost of operations.

To remain a schoolhouse family, your account must be paid on-time on a regular basis. Having a delinquent account for three or more months will be grounds for dismissal. **It is best to email the Executive Assistant with any questions on Billing: questions@aoneroomschoolhouse.com**

If tuition costs are a financial burden (especially for those with multiple children attending), an application can be made to the board of directors for tuition assistance in June. If you have unforeseen financial difficulties during the school year, please contact the administrative assistant and your Campus Director so arrangements can be made. Every effort will be made to help you, but you must let the schoolhouse know about your situation in a timely manner.

Payments can be made directly in your Our School Hangout account. You may also submit payment by check or money order by making checks payable to A One-Room Schoolhouse with your child's name on the memo line. Please mail checks to PO Box 263, Hickory, PA 15340. **Please do not give cash or checks to your classroom teachers or AORSH staff.**

You may pay your tuition in FULL at any time during the school year. You can mail a check to the PO Box for the entire amount or use the Our School Hangout app and click each month's tuition box and apply payment.

In an effort to keep tuition low and not charge extra for materials, the last month's tuition for the school year will be billed on July 1st. This tuition payment is non-refundable and will hold your spot for the upcoming school year. You will then be billed monthly from September to April (remaining 8 months). Your payment made in July will be credited to your May tuition. (Think of this like paying your first and last months rent on an apartment!)

If you join mid-school year, you will pay your May tuition (non-refundable) and the month that you start coming upon admission. Then you will be billed monthly for the remainder of your tuition. You may pay your tuition in full at any time.

Cluster 2026-2027 School Year	Yearly Amount	Semester Amount Due August and January	Monthly Amount Starts July 1 to April (Skipping August, 9 payments)
Elective Cluster (1 day)	\$810	\$405	\$90/month
Academic Cluster (2 days)	\$1,640	\$820	\$182.25/month
Academic and Elective Cluster (3 days)	\$2,450	\$1,225	\$272.25/month

Withdrawal Policy / Change Requests

A One-Room Schoolhouse understands that there may be times that you must withdraw your student from the Schoolhouse or request a change the days you attend after your application was received in February/March. A notice of withdrawal must be given in writing and provided to the Executive Director (info@aoneroomschoolhouse.com), Campus Director (lead teacher at your campus), Administrative Assistant (questions@aoneroomschoolhouse.com), and Cluster Administrative Assistant (nothadmin@aoneroomschoolhouse.com for North and East; southadmin@aoneroomschoolhouse.com for Main and South).

For changes made before June 15, there will be no charge to do so. After June 15, you are committing to the academic and elective days you have registered for and will be expected to pay the August tuition invoice.

After June 15, if you must withdraw or change academic or elective days, you will be responsible for the whole month of tuition and any fees incurred on that month's invoice no matter the day during the month you withdrew or requested the change. If you have paid tuition by yearly or semester, you will be reimbursed for future months (not the current month you indicated the withdrawal or change). **Please remember that May (the last month of the school year) is billed July 1st and is not refundable.**

You are allowed only one change per school year to your student's registration after June 15. (adding or subtracting clusters)

Fundraising

In an effort to keep tuition affordable, fundraising efforts are made through a summer fundraising event, donations, and other fundraising sources. The tuition figures given are the MAX cost for the given school year. If fundraising efforts are successful, the board may determine to reduce the tuition fee. Notification of any reductions will be given at the beginning of August. Students will never be asked to sell fundraising items. The best way to help with fundraising is to actively participate in social media by sharing blog posts, commenting on social media posts, participating in the summer event, and inviting friends to follow our journey on social media.

Policies and Procedures

Attendance

AORSH classes run from the day after Labor Day to the Thursday before Memorial Day. (The week after Memorial Day is reserved for parent-teacher-student conferences and portfolio reviews.) The detailed school calendar is included on the AORSH website. [Academics - A One Room Schoolhouse](#) Classes are held Tuesday through Thursday from 8:30 a.m. to 2:30 p.m. After registration for the year is complete, you will be given a target drop-off and pick-up time. This will help the flow of traffic.

To remain a schoolhouse family, your student needs to attend at least 50% of the days you signed up for.

Festival Days

Included in the calendar are holiday festival days. If you are not part of the elective cluster, you may still participate in these festival days for a small, add-on fee of \$20 for each day. (This is to cover the schoolhouse's time in planning and directing the event). Each family may be asked to contribute to these days in the way of potluck food items, prizes, games, and/or decorations. No non-AORSH Students are permitted to attend the Festival Days due to insurance liability.

Showcase Events

We present to our families Christmas and Easter Showcases. The whole family is invited to these special days which will be performance events. We look forward to building a fun community during these celebrations.

Field Trips

Field trips are scheduled approximately once a month on Thursdays and are designed to complement our science and history unit studies. However, they offer meaningful and enriching experiences for all students, regardless of whether they are participating in the unit studies.

One parent must attend all field trips and provide transportation for their student. All students must have a parent chaperone on the field trips. Parents may give another schoolhouse parent permission to bring and supervise their children on a field trip. A parent can only take children from one additional family.

Admission fees will likely be reduced based on group and educational rates, but each family will be required to pay admission on their monthly invoices. Once the family has completed the field trip RSVP, they will be expected to pay to AORSH the amount indicated. Families are not encouraged to contact the field trip facility directly nor will they be able to pay the facility directly to attend. We all attend together for the price indicated on the RSVP forms and we pay all together. Non-enrolled siblings are welcome to attend with their parents if the field trip facility allows. Students that are not part of the elective cluster can attend field trip events.

Transportation

Parents are to provide transportation to and from the Schoolhouse and to and from any Schoolhouse events. Carpools and ride-share can be arranged between families, but A One Room Schoolhouse will not provide any such coordination.

Drop-off/Pick-up Procedure

Drop-Off: Students may be dropped off starting at 8:15 a.m. but should arrive no later than 8:30. When you drop off your student at any Schoolhouse location, please follow your drop-off procedure for your campus location. **If you are the volunteer parent for the day, please arrive at 8:10 and park in the parking lot.**

Pick-Up: Like drop-off, you will follow your pick-up procedure for your campus location. Pick-up times are generally between 2:30 p.m. and 2:45 p.m. Please make every effort to NOT arrive early but at your scheduled time. Students not picked up by 2:45 p.m. (without prior notice and approval) will be charged a \$15.00 late fee after the third occurrence. If someone other than a parent is picking up the student, teachers should be notified ahead of time. Parents may also designate people approved for pickup in Our School Hangout (OSH).

If a student is unable to attend schoolhouse on a scheduled day, please message in Our School Hangout the Classroom Director before the start of the school day. If a student needs to leave early, please send a note or message the Classroom Director of OSH. Email may not be checked during the day, so please do not use that method of communication for last-minute schedule changes. **Refunds will not be given for absences or tardiness.**

Snow Days (Delays and Closures)

For official, no in-person classes due to weather, we may follow the local school district announcements. If they cancel/go remote due to weather, AORSH will most likely have no in-person classes, however, some classes may be offered virtually. If you feel it is not safe to travel, please stay home. You can do classes at home that day. Log your time, and it can still “count” as a school day. If you are going to take a snow day or snow delay, please notify the Classroom Director (call or text) as soon as this course is determined.

Class cancellations due to weather will be posted by the campus Classroom Director to Our School Hangout and via email by 6 am of that day.

Dress Code

Students should arrive to class in clothing that they can move and play comfortably. Please be neat, clean, and modest in your clothing selections. Clothing should be appropriate for the weather. Shorts or leggings should be worn under skirts to maintain modesty while playing. Footwear should be appropriate for both indoor and outdoor activities. **Even with play outside, clothing should always cover the child’s underclothing and tummy.** Pictures and logos should not distract from classroom instruction and should never be vulgar or offensive. Dress and grooming should not substantially disrupt the educational environment or compromise safety. Please refrain from cross-dressing and

grooming extremes.

Since students will be encouraged to play outside as much as possible during recess, please make sure clothing is sent to the Schoolhouse that will help children play comfortably outside in the current weather conditions. Snow clothes, rain suits, boots, gloves, and hats are encouraged. These items may be able to be stored at the Schoolhouse if needed (depending on location).

Students should practice taking on and off their outdoor clothing to build independence. Please contact the Classroom Director if you have questions about quality outdoor clothing selections.

In addition to any school supplies and outside reading material, students of all ages need to keep a complete change of clothing (not shoes) in their backpacks. Please keep this outfit (including underclothing) in a Ziplock bag with the child's name on the bag. If clothes are soiled during outside play, art, or any other activity, dirty clothing will be placed in the Ziplock bag after the student has changed.

Weather Policy

A One-Room Schoolhouse believes strongly in a child's need for unstructured play, especially outdoors. During our generous recess periods, students are generally expected to be outside, rain or shine. Parents are encouraged to purchase appropriate clothing for outdoor play in all types of weather. Students should practice putting on and taking off outdoor clothing independently. At times, outdoor clothing can be left at A One-Room Schoolhouse if desired.

The temperature will be noted daily before recess times. If the temperature is below 32F (with wind chill) students will be permitted to go inside for warming breaks but still encouraged to stay outside for as long as they are comfortable. If the temperature is below 20F (with wind chill) an indoor recess period will be given.

Grading and Level Placement

Students' academic level will be assessed the summer before attending class at A One-Room Schoolhouse. Since instruction is given in a multi-age classroom environment, grade level is not relevant, although AORSH uses it for organization purposes. Once parents feel a student has reached the appropriate age and maturity and the Director believes the student is academically prepared, the student can start studying high school material.

Before high school, students will not be given letter grades or report cards. A One-Room Schoolhouse uses a multi-age, competency-based approach to instruction. All students progress through the curriculum based on mastery of the material, not by grade or age level. In general, students will be five before starting at A One-Room Schoolhouse, but case-by-case situations will be considered.

Prior to the start of high school, students will be assessed and progress will be closely monitored to ensure mastery of the material. If a student does not show mastery of a skill on an assessment, the material will be reviewed until the skill has been learned. Please make sure you are adding to your student's portfolio during the school year. The Classroom Directors will review it at the end-of-school-year conference. Extra conferences may be scheduled with the Executive Director or

Classroom Director at any time.

Curriculum

A One-Room Schoolhouse primarily uses *The Good and the Beautiful* curriculum. This curriculum is described as a comprehensive “non-denominational Christian” program with a robust emphasis on “faith, family, nature, and high moral character.” At times, as the Executive Director deems it appropriate, she might recommend to a family that supplementary material is used. For a full description, please view *The Good and the Beautiful* curriculum website.

The exact out-of-pocket cost for the student curriculum will be determined after placement testing and cluster selection. Every effort will be made to make this fee as affordable as possible. Books and materials for **both clusters** will range from \$300 to \$500 per year. This covers all books and learning materials. At your student’s level evaluation, parents will be directed as to what curriculum materials to buy.

Subject Areas:

Language Arts: includes phonics, reading, writing, spelling, literature, grammar, punctuation, vocabulary, art, and geography. Handwriting, typing, and listening comprehension are also practiced during this period.

Math: emphasizes a multi-sensory, balanced approach to math instruction including direct instruction, hands-on activities, and exploration. At the secondary level students use Saxon or Denison math curriculums.

Social Studies: multi-age, classroom-style, Bible-based curriculum focusing on principles of freedom, God, civics, character, and traditional principles of government. Social Studies is taught on a four-year rotation with each course going from ancient history to modern history stopping at different points each year for an in-depth unit study.

Science: multi-age, classroom-style curriculum focusing on hands-on unit studies in the areas of Physical Science, Chemistry, Engineering, Biology, Earth Science, Space Science, and Health & Safety. Twenty-one units are taught on a four-year rotation with adaptable assignments across age and ability. At the secondary level, students use a curriculum from the Friendly Science company and/ or The Good and the Beautiful.

Physical Education: a minimum of one hour of daily, active, outdoor (if possible), unstructured play which is supervised by the Classroom Director and parent volunteer.

Elective Study: Elective day, on Thursday, each campus offers different classes, but typically has morning time, nature study, field trips, and other classes specific to their campus students. Other electives may be added as logistics allow.

Field Trips: offered monthly and will coordinate with either the science or history unit study.

Homework

A One-Room Schoolhouse is a homeschool support organization that will provide families with the coursework, pacing, and accountability needed for a successful school year. A One-Room Schoolhouse supports the family's educational journey.

All students will be expected to complete language arts and math lessons at home. *The Good and the Beautiful* curriculum is an open-and-go book that allows for a seamless transition between home and classroom. It is suggested that a student completes at least four lessons a week from both language arts and math to finish in a standard school year. Subjects not studied at A One-Room Schoolhouse are the responsibility of the families to complete.

- To stay a Schoolhouse family, your student needs to complete at least 80% of the lessons assigned during the school year.
- Daily reading outside of class is highly encouraged. This can be to the student, with the student, or by the student. All reading should be logged for the end-of-year portfolio.
- A One-Room Schoolhouse is an active participant in the #1000hoursoutside challenge. Every student is encouraged to log 1000 hours of outside time each year, including summers.
- To complete the Pennsylvania state requirement regarding fire safety, it is recommended that each family purchase and complete *The Good and the Beautiful's* Safety unit. Make sure to keep work samples from this unit to submit in your student's end-of-year portfolio. **If this unit is not completed, your family will need to submit other work samples showing your completion of the fire safety requirement.**
- It is recommended, at an age-appropriate time, that families (individually or as a group) complete *The Good and The Beautiful's* Maturation and Sexual Reproduction unit. Evidence can be submitted in the end-of-year portfolio in the health section if desired.
- In the science and social studies unit studies, students in the upper elementary and secondary grades may have projects they need to complete at home to finish the assignment on time and with adequate effort. Students are also encouraged to play the history game as a family to review history content.
- If a family or student has the desire, math and language arts can be worked on during free time at home in order to finish the curriculum at a faster pace. Pacing questions can be discussed with the student's teacher.

State Testing

During the school year, all 3rd, 5th, and 8th-grade students must take a standardized test according to state homeschool law. **Testing results must be included in the portfolio.** A One-Room Schoolhouse will provide the test each school year to those applicable students in 3rd, 5th and 8th grades. An outside testing service can be used if this better meets your family's needs. A student not in the mandatory grades for testing may still test if the family desires and the fee is paid on their own. A testing link will be emailed to the parents during the fall of the school year and the test will be completed at home.

Snack and Lunch

Students should bring a snack and sack lunch every day to the schoolhouse. Food should be ready to eat and require no preparation, heating, or adult assistance. Students should bring a water bottle to class daily. **Please make every effort to use re-usable containers to keep garbage to a minimum as we pay for any excess trash pick-up.** Students that are unable or unwilling to pick up their litter will need to exclusively use a bento-style lunch box and a reusable water bottle.

Cell Phones and Computers

Students may bring a cell phone if desired. Students will not be allowed to take cell phones (Including call and text-enabled watches) to their desks or around the recess yard. All student's cell phones that are brought to school will be put into a cell phone basket where they will remain during school hours. If they need to check them, send a message, or make a call, they need to ask the classroom director first. Video games, YouTube, and social media are not appropriate activities while at the Schoolhouse. Once high school level math is started, please make sure your student has a calculator that is not on their cell phone. **If at all possible, please leave cell phones at home.**

As curriculum demands change or if a student is working ahead of classroom pace, laptops may be needed. High school students are required to have a laptop computer. Middle school students may bring a laptop computer but are in no way required to do so. Computer screens must always be positioned in a way that the teacher can see the screen. The wi-fi password will be typed into the computer. Essays and reports that need to be typed may be typed at home or at the schoolhouse, as the teacher directs.

Any use of video games, YouTube, social media, or inappropriate websites (violence, sexuality, pornography, language, etc.) will result in the loss of the ability to bring a computer or cell phone to the Schoolhouse and may also result in dismissal.

Participation, Progress Monitoring, and Continued Enrollment

At A One-Room Schoolhouse, we are committed to maintaining a safe, focused learning environment rooted in our shared goal of building faith, knowledge, and character. Because our model depends on strong family partnership, consistent participation is essential. To support this, we review student and family participation at three points during the year: November (prior to Thanksgiving), January (during Parent-Teacher Conferences), and Spring Break. At these checkpoints, our Administrative Team reviews attendance, with a goal of at least 50% participation in campus days, as well as completion of required volunteer hours. If a family appears to be significantly off track, we will communicate directly to provide clarity and support.

At the same time, teachers review student progress, including lesson completion, engagement, and behavior. These are informal, supportive check-ins designed to ensure students are growing and thriving. If concerns arise, families will be contacted so we can work together toward improvement.

If there is a significant or ongoing pattern of concern—such as low attendance, unmet participation expectations, behavioral concerns, or a serious incident—the schoolhouse may begin a formal review of continued enrollment. This includes documentation, communication, and an opportunity for

improvement; however, dismissal may be necessary if concerns persist. Serious behavioral concerns may be addressed at any point in the year.

Our goal is to partner with families through clear expectations, consistent communication, and shared responsibility in creating a strong and supportive learning community.

Dating

A One-Room Schoolhouse is a homeschool support organization. Part of that support is providing wholesome social opportunities for children, youth, and parents. Healthy friendships can develop across genders, ages, and family backgrounds when nurtured in a healthy environment. A One-Room Schoolhouse welcomes these friendships as a healthy and vital part of a student's education.

As Schoolhouse students enter their teen years, interest in romantic relationships often develops. While learning and socializing at Schoolhouse activities, romantic behavior is not permitted. Although romantic relationships might develop between students, this should be monitored and permitted by the student's parents outside of Schoolhouse classes.

During the Schoolhouse day and evening activities, friendships should be the top social priority while boyfriend/girlfriend or dating relationships is not permitted during these times. Physical affection should be saved for a time when families feel comfortable with their teens engaging in such expressions of affection and never during the Schoolhouse day or evening activities.

Driving

Students with a driver's license who attend A One-Room Schoolhouse who wish to drive to school must hold a valid driver's license and ensure their vehicle is registered, insured, and well-maintained. They must adhere to all traffic laws, drive safely, and park in designated areas. Students should arrive no earlier than 15 minutes before classes begin and leave within 15 minutes after classes end unless involved in supervised activities. Schoolhouse students may only drive members of their household unless prior written consent is given by both party's parents. Unauthorized passengers and leaving the premises during school hours without permission are prohibited. Violations, including unsafe driving or misconduct, will result in a warning with temporary driving privileges at AORSH suspended (along with a parent conference), and then revocation of driving privileges permanently. This policy ensures the safety and orderliness of the schoolhouse environment.

Discipline

Classroom Rules

1. Listen carefully and follow directions.
 2. Keep hands, feet, and objects to yourself.
 3. Walk inside the Schoolhouse.
 4. Raise your hand to talk or ask questions.
 5. Stay within the sight and hearing range of an adult when outside.
- Above all: Do unto others as you would have others do to you.

Positive Behavior Support

Frequent positive behavior support will strengthen all student behavior. To keep students interested and engaged, different reward and motivation systems may be employed at the direction of the Executive and/or Classroom Director during the school year. Regular and specific praise of effort and achievement will be employed to shape positive behaviors.

In addition to praise and positive behavior support efforts, the Habits of Learning and Friendship© curriculum will be taught. This curriculum, developed by Genevieve Peterson, is based on the most current research in behavior intervention, the historical wisdom of great educators, and years of practical experience in both the educational and therapeutic settings of the author.

Behavior Management

To create a fair, clear, and consistent approach to student behavior management, addressing all forms of inappropriate behavior, including bullying. All discipline matters are confidential, and any behavior management strategies and plans will not be shared with other parents or students.

Daily Behavior Management:

1. Starting the Day:

- Each student begins the day with three popsicle sticks in their personal behavior pocket.

2. Initial Response to Rule-Breaking:

- If a student does not obey a classroom rule, they will receive a verbal reminder and be redirected privately, if possible.

3. Progressive Discipline:

- If inappropriate behavior continues after the verbal reminder, the student will lose a popsicle stick.
- Continued rule-breaking will result in the loss of additional popsicle sticks, one at a time.

4. Parental Notification:

- Loss of one popsicle stick: The parent will be notified at pick-up.
- Loss of two popsicle sticks: The parent will be contacted during the day. Parents will be asked to collaborate with AORSH on home and schoolhouse consequences and preventing further problem behavior.
- Loss of three popsicle sticks: The student will be separated from the group for a time-out period, and the parent will be called to come get their child or to discuss other necessary interventions.

Chronic Behavior Issues:

- If a student's behavior problems become chronic, a conference will be held between the parents, the Executive Director, and the Classroom Director to agree upon a clear behavior contract.

Severe Behavior Infractions:

- A One-Room Schoolhouse reserves the right to dismiss any student at any time for severe behavior infractions as determined by the Executive Director in consultation with the Board of Directors.
- If a student is dismissed, tuition for the remainder of the month will be forfeited. Tuition paid in full will be refunded starting with the month following dismissal.

Severe Behavior Infractions Include:

- Habitual swearing (including taking the Lord’s name in vain)
- Chronic violation of the dress code
- Violent or sexual behavior
- Grave disrespect
- Ongoing bullying
- Possession or use of weapons
- Use and/or possession of controlled substances
- Any other behavior that significantly disrupts the educational environment

Student Sexual Harassment Policy

Our Commitment

At A One-Room Schoolhouse, we are committed to providing a learning environment where every student feels **safe, respected, and valued**. Harassment of any kind—especially sexual harassment—is not acceptable and will be addressed promptly, seriously, and respectfully.

All students, families, staff members, and volunteers share responsibility for helping maintain a safe and supportive educational environment.

What Is Sexual Harassment?

Sexual harassment includes **unwanted words, actions, or behaviors** of a sexual nature that make someone feel uncomfortable, unsafe, or disrespected.

Examples may include:

- Inappropriate jokes, comments, or gestures
- Unwanted touching or invasion of personal space
- Sharing or showing inappropriate images or messages
- Repeated teasing or comments about someone’s body
- Pressuring someone for physical contact or attention
- Sexually suggestive remarks, rumors, or online behavior

Sexual harassment may occur between students, between adults and students, or between adults participating in Schoolhouse activities.

What Should Students Do If They Experience or Witness Harassment?

Students are encouraged to speak up and seek help. Reports may be made by students, parents, volunteers, or staff members. They may:

1. Speak Directly (if safe and appropriate)

If the situation feels minor and safe, a student may tell the person to stop.

Example: “That makes me uncomfortable. Please stop.”

Students should never feel required to do this if they feel unsafe or uncomfortable doing so.

2. Tell a Trusted Adult

Students should report concerns to:

- A Classroom Director
- The Campus Director
- Any trusted staff member
- The Executive Director
- Any trusted staff member or volunteer

All reports will be taken seriously and responded to appropriately.

3. Report to School Leadership

Students and families may also report concerns directly to:

- The Executive Director
- The Board of Directors

This is especially important if:

- The situation feels serious
- The concern involves a staff member or volunteer
- The student does not feel comfortable reporting to someone on campus
- The behavior may involve abuse, threats, coercion, or criminal conduct

Confidentiality Documentation, and Non-Retaliation

A One-Room Schoolhouse will make every reasonable effort to protect student privacy while also ensuring student safety and conducting an appropriate review of concerns.

All reports of sexual harassment or related misconduct will be documented and maintained by Schoolhouse leadership. Information will be shared only with individuals who have a legitimate need to know in order to respond appropriately, protect student safety, or comply with legal obligations.

Retaliation against any individual who reports a concern, participates in an investigation, or supports another person in making a report is strictly prohibited. Retaliation may include intimidation, exclusion, threats, harassment, or any adverse treatment connected to the report. Any retaliatory behavior may result in disciplinary action.

Mandatory Reporting Obligations

Certain staff members and volunteers may be considered mandated reporters under Pennsylvania law. If allegations involve suspected child abuse, sexual abuse, exploitation, or conduct requiring mandatory reporting, the Schoolhouse will comply with all applicable Pennsylvania Child Protective Services laws and reporting obligations.

In situations involving potential abuse or criminal conduct, reports may be made to ChildLine, law enforcement, or other appropriate authorities as required by law.

How the School Will Respond

All reports will be:

- Taken seriously
- Documented
- Reviewed promptly
- Investigated in a developmentally appropriate and age-appropriate manner
-

The Schoolhouse will make reasonable efforts to:

- Communicate with involved families
- Maintain student safety
- Respond consistently and fairly
- Complete reviews in a timely manner based on the nature and complexity of the concern

Responses may include:

- Mediation or guided conversations (for minor situations)
- Parent communication
- Behavioral consequences
- Increased supervision or safety planning
- Restriction from certain activities
- Disciplinary consequences
- Referral to outside authorities when appropriate

Incidents may result in **disciplinary action**, up to and including dismissal.

Violence and Serious Misconduct

Any behavior involving:

- Threats
- Physical harm
- Sexual assault
- Coercion or intimidation
- Exploitation
- Forced sexual conduct will be treated as a **serious violation** and may involve immediate intervention, emergency response procedures, law enforcement involvement, and/or mandatory reporting to outside authorities.

Our Shared Responsibility

We ask all students to:

- Treat others with dignity and respect
- Honor personal boundaries
- Speak up when something feels wrong
- Report unsafe behavior
- Help create a safe and kind community

Final Note

No concern is “too small” to report. Creating and maintaining a safe environment depends on **students, families, volunteers, and staff working together** through respectful communication, accountability, and shared responsibility.

Definition of Bullying

Bullying is a repeated, intentional behavior by an individual or group that causes harm, distress, or fear to another individual or group. It involves an imbalance of power, where the person or group engaging in bullying has more power—whether physical strength, social status, or access to embarrassing information—over the victim, making it difficult for the victim to defend themselves.

Bullying may occur in person, during Schoolhouse activities, electronically, or through social interactions connected to the Schoolhouse community.

Bullying can take many forms, including but not limited to

Physical Bullying:

- Hitting, kicking, pushing, or other forms of physical aggression.
- Damaging or stealing someone’s belongings.
- Physical intimidation or threatening gestures

Verbal Bullying:

- Teasing, name-calling, or making inappropriate comments.
- Threatening harm or intimidation.
- Social/Relational Bullying: Excluding someone from a group or activity.
- Spreading rumors or gossiping.
- Encouraging others to bully or shun someone.

Social/Relational Bullying:

- Excluding someone from a group or activity
- Spreading rumors or gossiping
- Encouraging others to bully or shun someone
- Manipulating friendships or social relationships to harm another person

Cyberbullying:

- Using digital platforms (social media, text messages, emails) to harass, threaten, or intimidate someone.
- Posting harmful, false information, or humiliating content about someone online.
- Sending mean or threatening messages or comments electronically.

Bullying behavior—whether direct or indirect—undermines the safe, respectful, and supportive environment A One-Room Schoolhouse seeks to maintain and will not be tolerated.

Addressing Bullying

Bullying behavior, including verbal, physical, and cyberbullying, is prohibited at AORSH.

Any student engaging in bullying will immediately lose two popsicle sticks, and the parent will be contacted. Parents will be asked to collaborate with AORSH on home and schoolhouse consequences and prevent further bullying behavior.

If bullying behavior continues, the progressive discipline policy will be followed, with possible immediate action depending on the severity of the incident.

Policy for Investigating Behavior Infractions and Resolving Disputes:

- When a behavioral infraction is reported, the incident will be documented, including the date, time, and details, and accounts will be collected from the student involved and any witnesses. The Classroom Director and Site Director will review the report and any evidence, deciding on the validity of the infraction and appropriate action. Parents will be contacted to discuss the incident and the investigation findings, with a meeting scheduled if needed. All investigations will be handled as confidentially as reasonably possible while still allowing for a fair and appropriate review. The Schoolhouse will determine findings based on the information reasonably available at the time of the review. Specific disciplinary consequences involving another student may remain confidential consistent with privacy expectations.
- If parents deny the problem behavior, a meeting will be arranged with the parents, the Classroom Director, the Site Director, and the Executive Director to review the incident and evidence, allowing parents to share their perspectives. If the dispute remains unresolved, mediation with a neutral third party (another classroom director/site director) will be arranged to reach a mutual understanding and agreement. If an agreement is reached, a behavior plan outlining expectations and support strategies will be developed. If parents are still dissatisfied, they can appeal to the Board of Directors, which will review the case and make a final decision. Confidentiality and respect will be maintained throughout the process.

Confidentiality and Non-Retaliation

All bullying reports and investigations will be handled with as much privacy and discretion as reasonably possible.

Retaliation against any student, parent, volunteer, or staff member who reports bullying concerns, participates in an investigation, or supports another individual in making a report is strictly prohibited. Retaliatory behavior may result in disciplinary consequences independent of the original complaint.

Commitment to a Safe Community

A One-Room Schoolhouse is committed to fostering a respectful, Christ-centered, and emotionally safe learning environment. Students, parents, volunteers, and staff all share responsibility for maintaining a culture of kindness, accountability, and mutual respect.

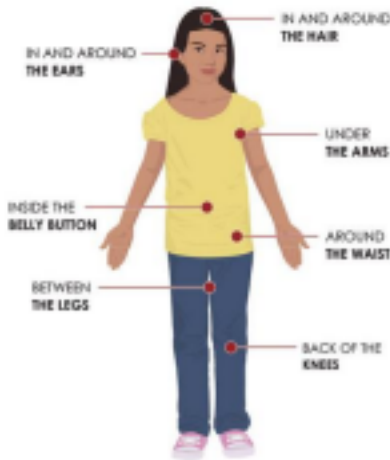
Health and Safety

The safety of A One-Room Schoolhouse students is of the utmost importance. Doors to the Schoolhouse will remain locked during class hours. When outside students must stay within the field

of vision and hearing of the supervising adult. Students are never permitted to swim in the pond, hike alone, or climb trees. At the supervising adult's discretion, students may wade in the creek/pond with adult supervision and appropriate footwear. Wading is defined as getting wet below the knee. All adults will have charged and turned on cell phones for constant communication.

Ticks

Ticks are a problem in Pennsylvania. A One-Room Schoolhouse will have bug spray with 20% to 30% Deet available for student use. Please indicate to the Schoolhouse if you would like your child to use this spray. If you do not use this spray, you are welcome to send in other preferred sprays or lotions. Consider treating clothing and gear with products containing 0.5% permethrin. Please make sure your child knows how to apply whatever you send to the Schoolhouse. Above all, please do daily tick checks. If you need information on tick checks or removal, please contact the Classroom Director.



Safety Drills

Safety drills will be held at least two times a school year for each cluster. Safety will be viewed at the time of the drill. Please read below for details on drills.

In recent years, violence at educational facilities has become more public. The board of directors and the Executive Director have spent a significant amount of time learning about safety in an educational setting. Four areas have been developed to keep schoolhouse students safe: responding preemptively, controlling access, securing the classroom, and responding to an incident.

1. Overwhelming research concludes that the most effective way to keep children safe is through preemptive response. This is done by building a tight community, teaching pro-social skills, and engaging parent involvement. These are areas of fundamental strength for A One-Room Schoolhouse. The Schoolhouse continues to develop our community through parent social events, evening programming, shared volunteerism, and summer social events. Students are taught the social skills needed for conflict resolution, emotional regulation, and executive function. Of course, since the Schoolhouse is primarily a volunteer organization, parents are constantly engaged with our learning community.
2. The Schoolhouse has a locked door policy. When possible, video surveillance will be employed. We have also removed any reference to our particular locations from our social media accounts and website.
3. Securing a classroom during a dangerous situation is important but scaring children during drills is not productive. Since doors are always locked, this prevention is already in place. In an

emergency, a Classroom Director may also draw the shades on the classroom. Students will drill two times a year and practice what to do if they need to go outside and what to do if they need to stay inside. Students will not be traumatized by dramatic simulations, hiding in strange places, or building barricades. The Classroom Director will lead the drills. Students will be instructed that an adult will always tell them if an emergency is a “go outside” situation, “go inside” situation, or a “stay inside” situation.

4. In any emergency, 911 will be contacted. At each location, local law enforcement will be notified before the start of the school year that a homeschool support group is operating at a particular location. The Schoolhouse welcomes collaboration and visits from local law enforcement and emergency responders.
5. Additional Emergency Procedures and Parent Volunteer Expectations
 - a. Outside-to-Inside Evacuation Procedures: In the event that students are outdoors and must move indoors for safety, Classroom Directors will implement an outside-to-inside evacuation. Students will calmly and quickly return to their classroom or designated safe interior space. These procedures will be reviewed with staff and age-appropriately practiced during the school year, once in first semester and once in second semester.
 - b. Emergency Signaling Device: Each campus will utilize an emergency signaling device with two distinct sounds: one sound signaling a “go outside” or “stay outside response, and one sound signaling a “stay inside” or “go inside” response. Classroom Directors will teach students these distinctions during regularly scheduled safety drills.
 - c. Communication Tools for Staff: For safety and communication preparedness, Classroom Directors and teachers are required to keep a cell phone or walkie-talkie on their person at all times during the school day, including during outdoor activities.
 - d. Parent Volunteer Safety Expectations: Parent volunteers are expected to remain attentive and engaged while on duty and to avoid downtime or socializing that may cause distraction. Volunteers should monitor their surroundings and immediately report any suspicious or concerning behavior to the Classroom Director, even if it interrupts instruction.
 - e. “See Something, Say Something” Protocol: Parents and volunteers are required to alert the Classroom Director immediately if they notice unusual, unsafe, or suspicious activity.
 - f. Volunteer Zone Assignments: Volunteers may be assigned to specific observation zones during recess or outdoor activities and are expected to remain aware and vigilant in their assigned areas.
 - g. Review of Emergency Procedures by Volunteers: All volunteers will receive a brief, written overview of emergency expectations at the start of their shift. Volunteers must review and acknowledge these procedures, which will also remain available on site.

Weapons

No weapons of any kind are permitted at A One-Room Schoolhouse while in session or during programs, events, or activities. A weapon is any knife, cutting instrument, cutting tool, firearm, shotgun, rifle, lighter, and anything else capable of inflicting serious bodily injury. A violation of this policy will result in immediate dismissal. The one exception to this rule is if a classroom director requests these items for nature study. Then the students will turn in these items at the beginning of the day and they will be distributed by the classroom director. The Executive Director and Schoolhouse leadership reserve the right to determine whether any item violates this policy and what disciplinary response is appropriate based on the circumstances and safety concerns involved.

Illness

A student should stay home if they are not feeling well enough to participate in the educational process of the classroom day or if they have an illness that may be contagious. If an antibiotic has been prescribed for the treatment of an illness, the child may not return until the antibiotic has been taken for 24 hours. A clear, runny nose and/or mild cough are permitted at the Schoolhouse if the student is feeling well enough to participate. Please follow this chart for further guidelines:

I NEED TO STAY HOME IF...						
I HAVE A FEVER	I AM VOMITING	I HAVE DIARRHEA	I HAVE A RASH	I HAVE HEAD LICE	I HAVE AN EYE INFECTION	I HAVE BEEN IN THE HOSPITAL
						
Temperature of 100.4 or higher	Within the past 24 hours	Within the past 24 hours	Body rash with itching or fever	Itchy head, active head lice	Redness, itching, and/or "crusty" drainage from eye	Hospital stay and/or ER visit

I AM READY TO GO BACK TO SCHOOL WHEN I AM...						
Fever free for 24 hours without the use of fever reducing medication: <i>Le Tylenol, Motrin</i>	Free from vomiting for 24 hours	Free from diarrhea for at least 24 hours	Free from rash, itching, or fever. I have been evaluated by my doctor if needed.	Treated with appropriate lice treatment at home and proof is provided to nurse	Evaluated by my doctor and have a note to return to school	Released by my medical provider to return to school

Illnesses at School

If a student becomes ill at school, the Classroom Director will contact the parent to immediately pick the child up. The child will be allowed to rest away from other children until they can be picked up. If the parent cannot be reached, the people on the emergency contact form will be called.

Court Orders

In cases where A One-Room Schoolhouse student is the subject of a court order, parents must provide A One-Room Schoolhouse with a certified copy of the most recent order and all amendments.

Prescription Drugs

Every effort should be made to give children their prescribed medication at home. When written authorization is given by the parent requesting a specific dosage of medication be given at school, the Classroom Director will follow those directions. This authorization must be renewed each time there is a change in instructions. The written authorization from the parent must also include a signed order from the prescribing doctor to the school. The parent must provide the medicine and any measuring instruments. These items must all be labeled with the child's name and continued in a zip-top bag also labeled with the child's name. Medication will not be stored at A One-Room Schoolhouse. Doses will need to be provided daily. Over-the counter drugs will need to follow the same procedure as

prescription drugs but without the doctor's order.

Allergies

Please make A One-Room Schoolhouse aware of any allergies your child may have when completing the Student Information Form on Our School Hangout. Although A One-Room Schoolhouse cannot be an allergen free space, efforts will be made to be sensitive and safe to all allergy concerns.

Medical Emergencies

In the event of an illness or accident that requires immediate medical treatment, 911 will be contacted. Every effort will be made to contact the parent, the child's doctor, and other persons listed for emergency contact. If a parent cannot be contacted, and from approval obtained in the Student Information Form, A One-Room Schoolhouse staff may authorize emergency treatment including transportation for the child to any hospital reasonably accessible.

Emergency Contact

As part of the Student Information Form, parents will be asked to provide emergency contacts. These contacts will be a backup if the parent is not available in case of sickness, injury, or emergency. Please keep these contacts up-to-date with A One-Room Schoolhouse.



I have read, understand, and agree to abide by the Policy and Procedures Handbook for A One-Room Schoolhouse for the 2026-2027 School Year.

Parent/Guardian's Name Date

Parent/Guardian's Signature Date

Names of Students in Family:

Appendix A: PA Clearances Information

PA Child Protection Law Checklist

A PA Child Protection Law requires three levels of background checks on all individuals who work with children or youth statewide, including nonprofits. A One Room Schoolhouse will comply with the PA Child Protection Law. Upon completion of this checklist, please submit the certificate (not the submit or payment receipt) of your results to A One Room Schoolhouse (due at Parent Night). The clearances are good for 5 years.

This checklist will assist you in completing clearance requests online. Copies of your clearances are acceptable and highly suggested, you are welcome to keep the originals. There are three clearances: 1. Pennsylvania State Police; 2. Pennsylvania Child Abuse History; and 3. either an FBI Clearance request (if you have lived for less than 10 years in Pennsylvania) or a Volunteer Affidavit (if you have been a PA resident continuously for the past 10 years). For background information on the law and the clearance processes, go to <http://www.keepkidssafe.pa.gov/resources/clearances/index.htm>

Neither this document nor any communications from A One Room Schoolhouse constitute legal advice.

Pennsylvania State Police (PSP) – Criminal Record Check (Form SP4-164) -

Website: <https://epatch.state.pa.us/Home.jsp> (choose "New Record Check Volunteers Only")

In the online version, fields marked with an "*" are required, including date of birth. In both versions your Social Security number, maiden name, sex and race are not required. If prompted for reason for request, choose "Volunteer."

When the record is received, keep the original and give a copy to A One Room Schoolhouse. The \$10 fee is waived for this criminal record check if you are serving in a volunteer capacity

Note: Enter the date on the "Response for Criminal Record Check" document to the right.

Once completed, you will receive an email with a link to obtain the certificate. When the clearance is received, keep the original and give a copy to A One Room Schoolhouse.

Pennsylvania Child Abuse History Clearance (Form CY 113) -

Website : <https://www.compass.state.pa.us/cwis>

To submit an online Clearance, you need to "create individual account" if you don't have one. For future logins, use your user name and password. In the online version, the required fields are noted. In both versions your Social Security number is not required. If prompted for a reason for the request, choose "Volunteer." In the online form for the Volunteer Category, choose "Other" and for the Agency Name type "A One Room Schoolhouse."

Once completed, you will receive an email with a code and link to obtain the office certificate. When the clearance is received, keep the original and give a copy to A One Room Schoolhouse. The \$10 fee is waived for this criminal record check if you are serving in a volunteer capacity.

FBI Clearance (if you have not been a PA resident for the past 10 yrs) - Website: <https://uenroll.identogo.com/>
or **Volunteer Affidavit** (if you have been a PA resident for the past 10 yrs) – (see attached affidavit)

For the FBI Clearance,

Use the Identogo Applicant Fingerprinting Services website (above) to register, and enter Service Code: **1KG6ZJ**

Fill out all required fields; you will need to tell the system what type of ID you will bring to your fingerprinting appointment (most people just do a driver's license)

You will select a location and can make an appointment online.

After being fingerprinted, certificates are emailed directly to the applicant. This background check does require paying a fee of \$22.60.

Volunteer Affidavit

(Submitted in Lieu of Fingerprint-based FBI Clearance pursuant to 23 Pa.C.S.A §6344.2(b.1))

Name: _____ Date: _____

Address: _____ Telephone: _____

Volunteer Position: _____

I, _____ (Name) hereby attest that all information provided below is correct and current. I understand that any false statements can and will be punishable by law.

1. I hereby attest and understand that the volunteer position for which I am submitting this affidavit is an unpaid position.
2. I hereby attest that I have been a resident of the Commonwealth of Pennsylvania during the entirety of the previous ten year period, i.e. from _____ [date ten years prior to the current date], to the current date of this application.
3. I hereby swear and affirm that I have not been convicted of any of the following offenses under Title 18 (relating to crimes and offenses), or any offense similar in nature to the crimes listed below, under the laws or former laws of the United States or one of its territories or possessions, another state, the District of Columbia, the Commonwealth of Puerto Rico or a foreign nation, or under a former law of this Commonwealth.

- Chapter 25 (relating to criminal homicide).
- Section 2702 (relating to aggravated assault).
- Section 2709.1 (relating to stalking).
- Section 2901 (relating to kidnapping).
- Section 2902 (relating to unlawful restraint).
- Section 3121 (relating to rape).
- Section 3122.1 (relating to statutory sexual assault).
- Section 3123 (relating to involuntary deviate sexual intercourse).
- Section 3124.1 (relating to sexual assault).
- Section 3125 (relating to aggravated indecent assault).
- Section 3126 (relating to indecent assault).
- Section 3127 (relating to indecent exposure).
- Section 4302 (relating to incest).
- Section 4303 (relating to concealing death of child).
- Section 4304 (relating to endangering welfare of children).
- Section 4305 (relating to dealing in infant children).
- A felony offense under section 5902(b) (relating to prostitution and related offenses).
- Section 5903(c) or (d) (relating to obscene and other sexual materials and performances).
- Section 6301 (relating to corruption of minors).
- Section 6312 (relating to sexual abuse of children).
- The attempt, solicitation or conspiracy to commit any of the offenses set forth in this list.
- A felony offense under the act of April 14, 1972 (P.L. 233, No. 64) known as The Controlled Substance, Drug, Device and Cosmetic Act, committed within the five-year period immediately preceding verification under this section.

I hereby verify and affirm that I understand that a conviction for any of the offenses outlined above or any similar offense under federal or other state law or former law disqualifies me from approval for service as an unpaid volunteer. I further understand and agree that I have an obligation to submit written notice to the agency at which I am volunteering, disclosing any future arrest or conviction for any such offenses, and/or any notification that I have been listed as a perpetrator in a founded or indicated report, within 72 hours, of the occurrence of such arrest, conviction, or notification of listing as a perpetrator.

I hereby verify that all statements in the within Affidavit are true and correct to the best of my knowledge, information and belief. I understand that my statements are made subject to the penalties of 18 Pa. C.S. § 4904 relating to unsworn falsification to authorities, which provides that if I knowingly make false averments, can and will subject me to criminal penalties.

Signed by: _____ Date: _____

Attest/Witness: _____ Date: _____

Does not need to be notarized

ADULT WAIVER AND RELEASE OF LIABILITY

In consideration of being allowed to participate in any way in A One-Room Schoolhouse
(name of organization)

related events and activities, the undersigned:

1. Agree that the member/participant should inspect the facilities and equipment to be used, and if the member/participant believes anything is unsafe, he or she should immediately advise supervisor (advisor, manager, etc.) of such condition(s) and refuse to participate.
2. Acknowledge and fully understand that each member/participant will be engaging in activities that involve risk of serious injury, including permanent disability and death, and severe social and economic losses which might result not only from their own actions, inactions, or negligence but the action, inaction, and negligence of others, or the condition of the premises or of any equipment used. Further, that there may be other risks not known to us or not reasonably foreseeable at this time.
3. Assume all the foregoing risks and accept personal responsibility for the damages following such injury, permanent disability or death.
4. Release, waive, discharge and covenant not to sue A One-Room Schoolhouse
(name of organization)

its affiliated clubs, their respective administrators, directors, agents, and other employees of the organization, other members/participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners and lessors or premises used to conduct the event, all of which are hereinafter referred to as "releases," from any and all liability to each of the undersigned, his or her heirs and next of kin for any and all claims, demands, losses or damages on account of injury, including death and damage to property, caused or alleged to be caused in whole or in part by the negligence of the releases or otherwise.

I HAVE READ THE ABOVE WAIVER AND RELEASE, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT AND SIGN IT VOLUNTARILY.

Name of Member/Participant (print) _____

Signature of Member/Participant _____

Address of Member/Participant _____

Telephone Number of Member/Participant _____ () _____

YOUTH WAIVER AND RELEASE OF LIABILITY

In consideration of being allowed to participate in any way in A One-Room Schoolhouse
(name of organization)
related events and activities, the undersigned:

1. Agree that the parent(s) and/or legal guardian(s) of the participant should inspect the facilities and equipment to be used, and if the parent or guardian believes anything is unsafe, he or she should immediately advise supervisor (advisor, manager, etc.) of such condition(s) and refuse to participate.
2. Acknowledge and fully understand that each member/participant will be engaging in activities that involve risk of serious injury, including permanent disability and death, and severe social and economic losses which might result not only from their own actions, inactions, or negligence but the action, inaction, and negligence of others, or the condition of the premises or of any equipment used. Further, that there may be other risks not known to us or not reasonably foreseeable at this time.
3. Assume all the foregoing risks and accept personal responsibility for the damages following such injury, permanent disability or death.
4. Release, waive, discharge and covenant not to sue A One-Room Schoolhouse
(name of organization)

its affiliated clubs, their respective administrators, directors, agents, and other employees of the organization, other members/participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners and lessors or premises used to conduct the event, all of which are hereinafter referred to as "releases," from any and all liability to each of the undersigned, his or her heirs and next of kin for any and all claims, demands, losses or damages on account of injury, including death and damage to property, caused or alleged to be caused in whole or in part by the negligence of the releases or otherwise.

I HAVE READ THE ABOVE WAIVER AND RELEASE, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT AND SIGN IT VOLUNTARILY.

Name of Member/Participant (print) _____

Name of Parent/Guardian (print) _____

Parent/Guardian Relationship (print) _____

Signature of Parent/Guardian _____

Address of Member/Participant _____

Telephone Number of Parent or Guardian () _____