



## Parent Code of Conduct

To ensure positive and productive relationships with parents and members of staff that benefits each child's learning, development, and sense of security. We also want to maintain mutual respect between staff, children, and parents always, therefore, Royal Learning Center Inc. have adapted the following policies and standards of conduct.

Royal Learning Center Inc. requires that parents of enrolled children behave in a manner that is decent, courteous, and respectful always. One of our most important goals is to provide the most appropriate and secure environment for the children that encourages growth, learning, and development. Achieving this ideal environment is the responsibility of the staff at Royal Learning as well as every parent or adult who enters the center.

We are a close family-like community here at Royal Learning Center and the preschool is aware that staff and parents may be friends outside of the classroom setting. It is important for any personal conflicts or disagreements to be kept separate from the center. Our goal is to always maintain a calm and positive environment for the children. Concerns a parent may have regarding a staff member will be discussed outside of the classroom and resolved or address when needed. However, it's both the parent and the staff member's responsibility to ensure that personal disagreements and general dislikes of each other is kept outside of our center.

### **Profanity**

No parent or adult is permitted to use profanity or other inappropriate language when in the presence of the children or staff. Such language will NOT be tolerated and is grounds for immediate dismissal from center and/or termination of care.

### **Inappropriate Attire:**

Parents and staff are expected to dress appropriately when on the center grounds. Revealing clothing and beachwear should be avoided.

### **Threats and Confrontation:**

Threats of any kind towards Royal Learning Center staff, board members, other parents or children will not be tolerated. Royal Learning Center expect disagreements with staff members or parents of other children to be handled in a calm and respectful manner. Confrontational interactions are not an appropriate means to communicate a point and is strictly prohibited. Shouting, raising of voices, or any unwanted physical contact with a member of staff or parent of another child is considered inappropriate behavior.

**PARENTS MUST BE RESPONSIBLE FOR AND IN CONTROL OF THEIR OWN BEHAVIOR AT ALL TIMES.**

If it is deemed that a parent is acting inappropriately towards a staff member or parent, the following steps will be taken:

1. **STEP 1** – A meeting with the parent and the center Director or Royal Learning Center Inc. Board President will be held to find a resolution to the problem.
2. **STEP 2** – A meeting with the Director and/or Royal Learning Center Inc. Board members, staff and parent will be held to find a resolution.
3. **STEP 3** – If no resolution has been found and the parent continues to act in a manner that is inappropriate to these guidelines the decision will be made to terminate the child from our program.

With these policies in place we hope to provide your child and family with a comfortable and safe environment as we help set the stage for a life full of learning ahead. We can only achieve this goal with the help of each parent and adult who enters any of our facilities. Royal Learning Center promises to continue to work in partnership with parents to make learning fun for all of us!

By signing this document you are ensuring that you agree to the above-mentioned policies and standards during your child's enrollment at Royal Learning Center .

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Child's Name: \_\_\_\_\_