

STATEMENT OF MISSION

Deeply Rooted Home Educators mission is to foster a grace filled culture that equips, supports and encourages home educating, Christ centered families. With the building of a cooperative network of home educators, we will have teachers and service providers that embrace fellowship and community effort. Our desire is to bring together home educating families who love God and want to share the knowledge of Jesus Christ with the next generation, by providing academic and enrichment classes from a Christian worldview.

STATEMENT OF FAITH

We believe the Holy Scriptures, the inspired and infallible Word of God, are the sole authority concerning truth, morality and the proper conduct of mankind. For purposes of doctrine, practice, policy and discipline, our governing board is Deeply Rooted's final interpretive authority on the bible's meaning and application.

We believe in one God, the Almighty Father; His Spirit and His Son, our Savior, exist eternally.

We believe God wonderfully and immutably creates all mankind equal, either male or female after His image, but that all those created after Adam is born with a sin nature and in need of reconciliation with the Holy God.

We believe salvation and reconciliation come only from God, by grace, and that God in love gave His only Son, Jesus, to die on the cross for our sin.

We believe marriage is prescribed by God as a sacred, covenant relationship between one man and one woman, symbolizing the union of Christ and the church, and all forms of sexual activity outside of marriage is sin.

We believe every Christian, through the example of Jesus Christ is called to live a life set apart that will bear fruit to the glory of God, and sinful behavior or even advocacy of sinful behavior dishonors God and should not be encouraged.

We believe God calls us to love our neighbor and therefore we need to treat others with the compassion, love, kindness, and dignity that He shows us.

STATEMENT OF EDUCATION

We believe it is the parents' role and responsibility to educate their children individually on topics of a sensitive nature, including:

- Political Views
- Doctrinal Views
- Sexuality Views
- Dietary Views
- Out of respect for each family's decision on when and how to teach these matters to their children, all teachers, volunteers, parents, and students are discouraged from discussing these topics with other **children** at DRHEN unless in a clearly defined class.

PARTICIPATION

All families in Tucson and surrounding areas are welcome to participate in the Deeply Rooted community. Families may fill out registration forms on our website at anytime during the year. We will contact you if space is available. Participants must commit to a full 14 week semester, are required remit registration dues and class fees on time. Members teaching and enrolling in a 2 semester class must commit to participating in both 14 week semesters.

Parent Participation

Deeply Rooted is a cooperative program, all members must do their part to help DRHEN succeed. Members families must sign up for the required number of hours, see chart below. All members must have at least 1 on campus job, not more than 3 credit hours can be performed off campus.

Drop-off

DRHEN is not a drop off program. Every child enrolled must have a participating parent or guardian who is at the co-op the entire time the child is there. In an unusual situation like a sickness or emergency you can have another parent care for your child, please notify the Parent Coordinator.

Parent Jobs

All Parents must sign up for volunteer jobs to participate in DRHEN. All volunteering adults must have successfully completed a background check through the company recommended by DRHEN; have read and agreed to abide by the Statements of Mission, Faith, and Education, the Guidelines and Standards, and the Code of Culture; and be approved to work at DRHEN. Parent jobs must be covered at all times. If a floater is needed to cover a parent job, then you must contact the Floater coordinator. See Parent job description page for more information.

Required Job Credits:

- Families attending 2 class periods = 5 credit minimum
- Families attending 3 class periods = 6 credit minimum
- Families attending 4 or more class periods = 7 credit minimum
- Families attending 5 or more class periods = 8 credit minimum

Parent Job Examples:

1 Credit	2 Credits	3 Credits	5 Credits	8 Credits
Party Helpers	Class Helpers	Teachers (1 hr classes)	Teachers (2 hr classes)	Directors
Study Hall	Floater	Cleaning Coordinator	Snack Bar Leader	Mini's Leader
Lunch Floater	Snack Bar Helpers		Mini's Am Teacher	
	Mini helper			

Teacher Expectations

Volunteering member teachers must fill out the teacher application form in order to teach a class at DRHEN. To maintain the integrity of our mission and Christian identity, all teachers must affirm in writing that they desire to further the mission of Deeply Rooted, their personal beliefs are consistent with the Statement of Faith, and they will act consistently with the standards set forth in the Guidelines and Standards and Codes. Teachers are required to submit their class fee budget upon submitting their class description each semester. Please try to keep your expenses at or below budget, please keep track of your spending as to not go over budget. Teachers can submit receipts for reimbursement at any time during the semester. Please take care to submit receipts BEFORE the last day of the semester.

Absence

A floater can be utilized up to four times a semester. If a parent is missing more than four times a semester, they must find their own replacement with friend or family member that have successfully completed a DRHEN background check; have read and agreed to abide by the Statements of Mission, Faith, and Education, the Guidelines and Standards, and the Code of Culture; and be approved to work at DRHEN. As a cooperative it is imperative to fulfill your parent job requirements.

All floaters are needed each week. They are required to check in and respond to floater coordinator via text or in person for each hour they are signed up to work. If a floater is missing more than four times a semester, they will also need to find their own replacement that meets the requirements stated above.

Parent and Student Expectations

Parent teachers, assistants and floaters must show up on time and remain in class for the entire class period.

Students are expected to show up on time and remain in the class the entire period. If a student needs to leave they must get permission from the teacher before they do so. Parents need to monitor their children while not in class.

Respect others and the property of our host church.

Use time wisely, please don't be late

Listen and follow directions

Enjoy learning

Set a good example.

Biting or aggressive behavior in class will not be tolerated. If you have a child that has issues with biting or aggression, that child will need to have a one on one aide to help them. The parent will be responsible for finding the aide.

Cheating, stealing, bullying, drug use, alcohol use, profanity, obscenity, sexual immorality, personal appearance and conduct contract to one's biological sex, dishonor the Word of God, disrespect to the leadership of the group, or continued disobedience to the established standards of this group will not be tolerated.

Wellness Policy

Please stay home if you or your child is sick and has any of these symptoms:

Fever of 100 degrees or higher within the last 48 hours

Signs of possible severe illness such as uncontrolled coughing, difficulty breathing, wheezing, persistent crying or lethargy.

New loss of taste or smell

Vomiting and/or diarrhea within the last 24hrs.

Rash that has been accompanied by fever or behavior change.

Children can attend with another member parent if they are not sick and the sickness in the home is NOT considered a highly contagious illness, Covid or the Flu. In that case the ENTIRE family must stay home until symptom free.

Any child with these symptoms will be brought to the check in station and parents will be contacted for pick up. This is not to punish those who are sick but to protect the whole community. We understand various things can cause low fevers, coughing and seasonal allergies can imitate illness. We trust you will use your best judgement and these guidelines along with your personal family knowledge to determine when your family should stay home.

Set up and Clean up Policy

All families are required to participate in one of the follow areas: arrive 30 min prior to classes to help set up the campus, monitor and clean the lunch room area or stay 30 min after classes to tear down and clean up.

Fees

Registration fees must be paid prior to enrolling for classes. Class fees must be paid by the due date. Failure to pay, or make special arrangements by due date will result in membership suspension. Member families with a remaining balance will not be allowed to register for next

semesters classes. Special payment arrangements cannot be made to extend past mid-semester.

If a member family does not follow these guidelines, they may not be able to return to Deeply Rooted the following semester.

Parent Job Descriptions

5 Credit Jobs

Parent Job Coordinator – Coordinate the placement of floaters each class period to fill positions of those that are absent. Check class attendance. Responsible for observing and anticipating various needs around campus and delegate those jobs, check in with other coordinators for any requests for help.

Snack Bar Coordinator – Sets up and takes down snack bar. Makes and keeps track of student punch cards, handles money and change. Takes Chik-fil-A order and payment. * May require some heavy lifting.

Mini's Lead Teacher – Provide care for our littlest students for the morning classes. Plan fun activities, music, art exercise and delegate jobs to your helpers.

Class Coordinator – Receive and present class proposals to leadership team for approval. Coordinate class locations based on number of students registered and needs of the class and teacher. Notify teacher of approval or denial of class or cancelation based on number of students registered. Petition the group for various classes needed and for appropriate ages. Change classroom location if needed and notify parent. This job requires a computer savvy detail oriented person.

3 Credit Jobs

Teacher – Plan and purchase supplies for a fun and engaging class for 13 weeks. Write up a fun description for your class and decide how much your supplies will cost, submit it to class coordinator before the end of the current semester. Present a sample of your students work at the end of the semester "Showcase".

Cleaning Coordinator – Manage building operations and set up clean-up crew and delegate jobs.

2 Credit Jobs

Teachers assistant – assist the teacher in monitoring children, handing out materials, taking children to the restroom, preparing and cleaning up after the class.

Floater – We greatly depend on our floater team! This allows classes to continue even if teachers are out sick or on vacation. As homeschoolers we love the freedom to "get up and go", while we encourage you to take time off during breaks, we gladly will work with you when you need to be gone. Every week you will have different duties, classroom assistant, snack bar worker, mini branches assistant, cleaning crew and more! **Floaters are very busy each period they work and must be available at the beginning of the class period and be available for the entire period, we need you to "save the day", attentive to their phones for emergency need requests, dependable and flexible.**

Snack Bar Helper -keeps track of student punch cards, handles money and change, takes Chik-fil-A order and payment keep snack bar stocked and be friendly

Mini Afternoon Quiet Time Helper – Quiet play and napping will be encouraged. Parents of children in the class are welcome to come read, rock and snuggle. Bible themed and age appropriate dvd's may be shown.

*Lunch Floater is 1 credit job.

1 Credit Jobs

Lost and Found Coordinator – This job is responsible for tending and maintaining the Lost and Found on campus. This includes set up-tidying up periodically through the day, finding owners, collecting items at the end of the day, **taking home items to store** and donating unclaimed items.

Birthday Buttons – Make and give out personalized birthday buttons to all the students and parents on their birthdays or half birthdays (if it falls during summer or breaks) throughout the semester and manage the birthday button table. Buttons and birthday spreadsheet will be provided.

Study Hall Monitor – Monitor study hall room, help students stay on task and keep it tidy.

Showcase Helper – Help Sara set up, run and clean up after Showcase on the afternoon of April 24th.

Party Helper – Plan and set up holiday parties with a team during the lunch break. We will have an Easter and Valentine's party in spring and Halloween and Christmas party in fall.

CONFLICT RESOLUTION

It is important to DRHEN that we handle conflict from a biblical perspective with the purpose of restoring the relationship in mind. We believe approaching conflict in this way will make our community stronger.

A Christian who has a conflict with another fellow Christian is called to address the matter with the other person personally. When matters like this are handled privately, misunderstanding can be addressed, and there is great potential for the other person to respond positively. In addition, a private meeting helps to avoid the problem of gossip that can occur when a matter is taken to others instead of the person involved.

- Student to Student Conflicts – Take time to think about what you plan to say to the person that you feel committed an offence to you. Do not go to other student to discuss the matter. Share your heart with grace and love, taking care to not attack. Through the negotiation process, both students should have an open dialogue and be willing to hear each other out. Again, relationship restoration is the goal. Should additional help be needed the students should ask Parents to help mediate.

- Parent to Student Conflicts - Parents should go directly to the parent of the student that they are having the conflict with and share the problem and/or concern with grace and love. Parent of student should be open and willing to hear other parent out and have an open dialogue so they can work through issue. The parent of the student can then allow the other parent to talk directly to the student if they feel comfortable. If they are not comfortable, the parent of the student can explain the problem or concern to their child. Student should be willing to have an open dialogue to work through issue.

****This is not related to parent teachers guiding students in classes with normal classroom rules and discipline****

- Student to Parent Conflicts - If a student feels comfortable, they can go directly to the parent and share their problem and/or concern with grace and love. Parent should be willing to hear the student out and have open dialogue to work through issue. Student's parent should get involved if either party feels like it is necessary.

- Parent to Parent Conflicts – Think about what you plan to say to the person that you feel committed an offence to you. Do not go to other Parents to discuss the matter. Though we encourage you to go directly to the person you feel committed an offence to you, the Director is available for prayer and advice. Share your heart with grace and love, taking care to not attack. Through the negotiation process, both parties should have an open dialogue and be willing to hear each other out. Again, relationship restoration is the goal. Should additional help be needed the Director can step in the help mediate.