

ST. ANDREW'S EPISCOPAL SCHOOL COMMUNITY EXPECTATIONS

The St. Andrew's Episcopal School community includes administration, faculty, staff, rector, students, board trustees, parents, caregivers, and alumni. In keeping with the school's values, all members are expected to contribute positively to our community and treat one another with kindness, whether in person, in writing, or when posting on all social media platforms.

We all share responsibility for creating a supportive learning environment within our school. All parents acknowledge reading the Family Handbook at the beginning of each new school year and agree to abide by our policies and procedures.

Community members who do not act in accordance with our values, policies, procedures, and mission may be asked, along with their children, to leave the school immediately, and/or may be denied re-enrollment for the following school year.

St. Andrew's Episcopal School Family Partnership Agreement

At St. Andrew's, we are committed to providing an exceptional educational experience rooted in Montessori pedagogy. Our school is a community where every adult supports each child's academic, social, and emotional growth. From classroom staff and enrichment teachers to administrators, every interaction on our campus is designed to ensure that students are known, seen, and cared for by a strong network of caring adults.

The Power of Partnership

A successful educational journey at St. Andrew's relies on a strong and supportive partnership between home and school. The parent-teacher relationship is highly valued. The commitment of individual teachers and parents to the Montessori philosophy is a source of strength for the school. This relationship should be defined by transparency, honesty, respect, consideration, and the assumption of goodwill. This partnership is crucial for the holistic development of our students.

Core Principles of Our Family-School Partnership

Our collective goal is to nurture students to become independent, thoughtful, joyful, collaborative, and empowered learners. To foster a positive, safe, educational environment and successfully navigate these formative school years for your child, it is imperative that parents/caregivers understand and commit to these core principles:

- **Communicate Thoughtfully:** Concerns should be shared through appropriate channels, ensuring they are addressed effectively and constructively. Please be mindful of the volume of emails and requests you make, respecting our staff's need to distribute their time equitably among all families. Texting teachers' cell phones is not an appropriate form of communication. If that teacher is absent, your request may go unread. brightwheel is the messaging platform used by the school. Notifications must be on to receive messages from the school.
- **Treat everyone with respect and maintain an educational, rather than adversarial, tone in the face of conflicts and challenges.** Refrain from gossip and spreading misinformation about teachers and school operations. As a school partner, you are expected to raise concerns to the appropriate person for accurate information and a resolution to the problem.
- **Balanced Perspective:** Parents and caregivers offer vital insights into their child's experience. St. Andrew's staff provides a broader perspective informed by their expertise in the classroom and the school environment. Together, these perspectives help us support the student's best interests. Respect the School's responsibility to do what is best for the entire community while recognizing the individual students' needs.
- **Educational Investment:** Acknowledge that paying tuition is not an investment in ownership in the school, with related controls, but rather an investment in your child's educational process. When selecting an independent school, seek an optimal match between your child's needs, your expectations, and the school's philosophy and programs.

Process for Addressing a Concern at Drop-off and Pick-up

As stated above, concerns about a child's experience at school must be raised with care to resolve the problem most effectively. Please follow these guidelines when raising your concern:

- In-person conversations at drop-off or pick-up should be brief to provide a quick update on the child (e.g., "She had a rough night's sleep and might be tired today," or circumstances that the teacher should be aware of. Anything that is a larger concern should be communicated by email so that a more extended conversation can be scheduled.
- Email should be used primarily to share concerns and suggest a follow-up conversation, if needed. When emailing about your concern, it is important to seek greater context from your child's teacher. (For example, "Maria said that she was kicked on the playground by another student yesterday. Can you please tell me more about that?") Email should not be used to air grievances without gathering more information.

Prohibited Behaviors

To provide a peaceful and safe environment, St. Andrew's Episcopal School prohibits the following behaviors by all adult community members:

- Texting teachers' cell phones.
- Hiring teachers as caregivers.
- Disruptive behavior that interferes with or threatens to interfere with school operations.
- Excessive unscheduled campus visits, e-mails, phone calls, text/voicemail messages, or other written or oral communications.
- Approaching someone else's child to discuss with or chastise them because of perceived or real actions toward their child.
- Using social media platforms to air complaints or share inappropriate information (for example, naming children involved or believed to be involved in incidents, making allegations or accusations, or sharing falsehoods).

Community members who do not act in accordance with our St. Andrew's community values, policies, procedures, and mission may be asked, along with their children, to leave the school immediately, and/or can be denied re-enrollment for the following school year.