

Home Educators' Resource Center

ORGANIZATIONAL STATEMENTS AND POLICIES

1 IMPORTANT DISCLAIMER

The Home Educators' Resource Center offers resources to the homeschooling community. HERC believes it is the responsibility of parents to be the primary teachers for their children, and parents must carefully research and approve the resources HERC offers to supplement and enrich their planned course of study within their God given responsibility. HERC does not intend that the classes and groups HERC offers should take the place of parents' responsibility to educate their own children or to imitate the institutions within the public system. **HERC is not a school.** What HERC offers and the system HERC has developed have grown out of the needs of the homeschooling community, and it is because of these needs that HERC exists.

HERC attempts to screen the tutors and courses so that they are edifying and honoring to the doctrines of most home educators; however, HERC believes that RESPONSIBLE PARENT/TEACHERS are personally accountable for any research and information involving each course, each tutor, the facility, the course content, security requirements, etc., to ascertain whether or not HERC offerings are suitable for their family members before enrolling. The biographies of tutors are on file and online for your perusal, and the tutors should be present at the Registration Day for questions. HERC encourages parents to ask questions before and during registration so that you can make informed decisions about enrollment. **Parents should attend the first class meeting, and may cancel enrollment as stipulated in the HERC Student and Parent Handbook.** After this assessment, the Parent/Teacher **MUST--WITHOUT FAIL-- INSTRUCT students to abide by all HERC rules and regulations (as stipulated in the Handbook) so that these experiences will be enjoyable, safe and fulfilling for all.**

In general, HERC caters to the most conservative among our community so that all within the community are able to participate. The less conservative must conform to the more conservative rules for the time they are involved in the activities with HERC. **We suggest that if our rules are offensive to you as you read them, HERC activities and classes may not be suitable for your family's participation. If that is the case, we suggest that you choose another organization that would better suit your family's needs. If you and your children sign the contract with us, we are expecting that you will be advocates and encouragers of the rules and regulations.**

2 STATEMENTS OF ACCOUNTABILITY

STATEMENT OF FAITH

To ensure like-minded families are enrolled in our program, we require parents to sign the following statement of faith, indicating their agreement with basic Christian doctrines and the mission of HERC.

We believe that the Holy Scripture, in its entirety, is the inspired Word of God, wholly without error. We believe in one God in three persons-God the Father, God the Son, and God the Holy Spirit. We believe in the Deity of Jesus Christ and that by His death on the cross He and He alone is the propitiation for the sins of the whole world. We believe that on the third day our Lord Jesus Christ rose bodily from the grave, ensuring the resurrection of all believers who have received God's free gift of eternal life. We believe that our Lord Jesus Christ will soon return to this earth to set up His kingdom and will judge the world in righteousness. We believe that the Holy Spirit indwells all who receive Jesus Christ as their Lord and Savior. We believe that all who have been redeemed by the blood of Christ are called to be in the world but to be separate from it. We believe that Christians are called to witness for Christ, to preach the gospel to all nations, and to study the Word of God personally through the power of the indwelling Holy Spirit.

EDUCATIONAL PHILOSOPHY

- I. *Biblical Base for a Christian Philosophy of Education*
 - A. **God's revelation is the basis for all truth.** (Prov. 1:7; II Tim. 3:14-15; John 17:17)
 - B. **The Bible should be the integrating factor around which all other subject matter is correlated and arranged, and provides the criterion by which all other subject matter is judged.**

- II. *Teaching-Learning Process*
 - A. **Parental responsibility is the priority.** (Deut. 6:6-7; Eph. 6; Gen. 18:17-19)
 - B. **The educative process is the way that the communication of foundational truth is accomplished and implemented.**

- III. *Role of the Educator*
 - A. **The Holy Spirit is significant in the life of the teacher.** (John 16:13; I John 5:19-21)
 1. **Christian education is a supernatural task.**
 2. **Teachers must rely on the Holy Spirit and recognize that God, the Holy Spirit, is the teacher.**

- IV *The Role of the Learner*

- A. **Biblical education requires a submission of all intellect and will to the Lordship of Christ.** (I Cor. 1:18-31)
 - 1. **“A pupil’s growth is determined not by what he hears, but by what he does about what he hears.”** (Lobar)
- B. **The learner must be teachable.**

*The article found at this website is very good: <http://www.faithchristianmin.org/articles/cpe.htm> - HERC has secured permission to reprint and distribute this article by the author.

STANDARDS OF BEHAVIOR AND DRESS

We represent our Lord Jesus Christ, our family and the Home Educators’ Resource Center to those around us wherever we are. In recognition of that, we should behave in a manner consistent with the instruction presented in God’s Word.

Parents are responsible to teach their children appropriate behavior and attitudes for compliance, as well as telling them that adults in authority at events where parents are not present have been delegated by the parent to speak to them about inappropriate behavior and to notify the parent when any such behavior occurs.

Students are responsible to live up to these requirements and to be honest to parents and HERC staff and students when confronted about inappropriate behavior. Their actions must remain within the parameters of the law.

- A. Act and speak in a manner worthy of the God who calls you. Unkind remarks, profanity, course jokes, or sexual situations or language unbecoming of a Christian are unacceptable. (I Thes. 2:12; Eph. 4:1, Eph. 5:4)
- B. Have respect for authority figures, including persons in charge of a class, seminar, or field trip, tour guides, board members, etc. (I Pet. 2:13-17; Rom. 13:1)
- C. Have an attitude of compassion for the differences, needs or disabilities of others. (Mat. 7:12; James 2:1-9; Gal. 5:22-23)
- D. Even though you may not have a problem with certain behavior, actions or dress within your family, if you know something may be offensive to someone else, don’t do it! (I Cor. 8:9-12)
- E. Respect the property and landscape of those we are visiting or who allow us to be on their property. Any damage will be charged to your family. (I Cor. 8:7-13; Phil. 2:3-4; Rom. 12:17b)
- F. The use of alcoholic beverages or tobacco products or controlled substances or the possession or use of weapons is not permitted during any class. (Mat. 5:16; Gal. 5:19-21)
- G. Wholesome friendships are encouraged between boys and girls. However, students should look upon one another as brothers and sisters in Christ and refrain from demonstrating personal affection in and around any school activity or on church property. (Gal. 5:24; Rom. 12:10; Eph. 5:3)
- H. As an example of Christ-likeness, we propose to avoid offense in our appearance. We strive to honor Christ in our actions and in our dress. (I Cor. 10:32; Rom. 14:13; I Cor. 8:9, 12; II Cor. 6:3)

Modest dress and behavior which honors our Lord is our goal. However, HERC must reserve the right to determine if an individual’s dress or actions are within appropriate

limits. Our intent is to honor Christ and not to cause another to stumble. These standards exclude extremes in dress and hairstyles, and emphasize cleanliness and good grooming. Particularly bizarre fads or fashions or hairstyles not specifically outlined below will be cause for review by the HERC board. Families who have contracted with HERC agree to conform to the spirit of this written document.

Students attending HERC classes and clubs on campus are required to wear the assigned unaltered HERC t-shirt, along with well-fitting (neither too loose nor too tight) long pants.

The following are not allowed at any HERC event:

- ✓Clothing or accessories which promote offensive products, thoughts, sayings, or ideas (e.g., alcohol, drugs, smoking, etc.).
- ✓Clothing promoting or advertising musical groups.
- ✓Clothing which shows “skin” at the waist or torso when stretching or bending over (e.g., crop tops, bare midriffs or bare backs), or low-cut bodices which display cleavage.
- ✓Clothing which is frayed, ripped, or “cut-off” (including T-shirts).
- ✓Clothing worn in such a way as to show underwear, or clothing intended to be worn as underwear (e.g., boxers, camisoles, tank tops, thongs).
- ✓Exposed body piercing or tattoos (i.e., these must be covered). No male student will be allowed to wear earrings and young women should wear conservative earrings only. No ear plugs.
- ✓Excessively baggy or tight-fitting clothing.
- ✓Sheer, see-through, or unlined fabrics.

The following rules apply to HERC students and their guests, tutors, and volunteers:

- ✓Appropriate underwear shall be worn at all times.
- ✓Young Men: Facial hair shall be neatly trimmed, clean and not excessive or unusual.
- ✓Young Ladies: Skirts, dresses, pants or shorts **must not** be shorter than knee length, and slits in skirts shall not extend higher than knee length. Ladies should sit, stand and behave with modesty while wearing skirts or dresses.
- ✓Shoulder straps should be at least 1 ½ to 2" wide or a cover up is required.
- ✓Dress appropriately when there are programs or events in the church sanctuary or chapel.

Modest Church Clothing—no jeans or shorts—is recommended. Collared shirts and ties are recommended for boys.

- ✓ When attending HERC-sponsored swimming parties or beach parties, all participants must wear swimming suits that are covered with **loose** (not skin tight) colored t-shirt and shorts.
- ✓While on campus, displays of affection (such as hugging, hand holding or kissing) between opposite sexes is inappropriate.
- ✓Unless specifically required by a class, no electronic devices shall be used in class.
- ✓Cell phones must be in backpacks or pockets and must be turned on silent mode.
- ✓HERC members should follow the biblical procedure for dealing with any problems which may arise between people as commanded in Matthew 18:15-17. Go to the person who was involved first; come to the HERC Board later if the problem remains unresolved. (1 Pet. 2:13-17)

Home Educators' Resource Center is committed to a biblical standard of Christian conduct. Each student is expected to have experienced salvation by faith in Christ as the initial step in the Christian life. Each should also desire to grow spiritually into the image of Christ. The Holy Spirit makes us conscious of biblical demands for a holy life which fulfill both God's moral law and the high law of love. (Mat. 22:37-39; Rom. 13:8-10; Gal. 5:14)

NOTE:

If you have a need to deviate from the above, you may state your case in writing and submit it to

the HERC board for discussion. Expect at least 2 weeks for a decision.

PLEASE NOTE: The original behavior and dress rule was “to dress and act in a way pleasing to God”. Because students seemingly did not know how to do this, we were forced to implement the above more specific rules so that conservative Christians and the church that allows us to use the facility would not be offended. We are saddened each time the rules are challenged or tested, and we are forced to elaborate further on what is acceptable and what is not, thus adding to the list above. In general, HERC caters to the most conservative among our community so that all within the community are able to participate. Less conservative homeschoolers are asked, in Christian love and understanding, to conform to the more conservative rules for the time they are involved in the activities with HERC. We suggest that if these rules are offensive to you as you read them through, that HERC activities and classes may not be suitable for your family’s participation.

3 PARENTAL AND STUDENT RESPONSIBILITY

The parents will always remain the primary educators of the student and are ultimately responsible for the completion and evaluation of homework and supervising home study. Expect to supervise your student about 1-3 hours per week for every one hour spent in a HERC class (especially College Prep courses).

It is the responsibility of the parents/guardians to explore the subject matter, intent and all things related to this class to determine if it is right for your student and family.

It is STRONGLY RECOMMENDED that parent/teachers sit in on the first session of each semester of each class their child(ren) take and that they endeavor to attend at least 2 other classes during the year (total of 4 for a year long class). Parents are welcome to sit through any or all of their student’s classes although there may be some restrictions (such as when you can participate in discussions, etc.). **Parents who have little understanding of the subject matter would find their time well spent if they would sit in on the classes to gain a better understanding so they could better assist their children with homework during the week.** Smaller children should not be taken to these classes unless the tutor approves it and they must be well behaved or will be asked to leave.

Parents are responsible for initiating communication with the tutor regarding their students’ homework and/or classroom conduct. Parents are also responsible for their students’ conduct and character in the classroom, including promptness, respectful behavior, and appropriate apparel. Parents are responsible to follow through on discipline issues brought to their attention by the tutor and/or HERC volunteers. In the event of serious misconduct or academic neglect, students may be placed on probation, requiring a parent to attend classes with the student.

Since HERC offers classes, it is often mistaken as having the same responsibilities as a public school. This is NOT THE CASE. **Parents are responsible for the academic performance as well as the behavior and attitude of their children while on campus, just like they are at home. Students who cannot give their best efforts academically as well as in their attitude and Christian behavior should not register for classes. This is a select group and it is a privilege to take classes here.** If a student or parent cannot be accountable in the areas of academic effort and positive attitude, or displays behaviors unbecoming a Christian in the eyes of the tutors or volunteers, the privilege to continue to be on campus will be suspended. No refunds will be given if a student is suspended for these reasons. A contract between HERC and the parents and students must be signed and on file showing that this is agreed upon. We encourage you to ask all of the questions you need so that you can make wise decisions about having your children involved.

After assessing all, if you, as the Parent/Teacher, decide to join HERC, you MUST instruct your students to abide by all rules and regulations of this group so that these experiences will be enjoyable, safe and fulfilling for all.

4 GENERAL POLICIES

DAMAGES TO THE FACILITY

The cost of student generated damage to the facility or property of Calvary Chapel Westbrook or Home Educators' Resource Center will be assessed by the organization suffering the loss and the debt shall be promptly and completely paid by the family of the student. Each act of damage will be assessed spiritually and action may be taken to suspend the student from further classes with HERC.

SUSPENSION AND EXPULSION

If a student abuses the privileges of coming to a class with HERC, the privilege will be denied that student through suspension or expulsion.

A "Notice of Infraction" will be given students for breaking rules involving dress codes, loitering, etc. The student will not be allowed to return to class until a \$5 fine is paid and a parental signature is obtained. Three infractions will entail suspension for the rest of the semester.

Any student who is not respectful of all tutors, parents, volunteers, church personnel, and other students will be in peril of suspension as well.

Major or criminal violations of rules will be dealt with immediately by removal from the campus by either parents or police. Police will be called if laws are broken. Expulsion for the remainder of the year and the next year will occur.

The tutors have a Biblical procedure for remediation that they must follow for a first offense which allows (within reasonable limits) for a student to improve academic effort, attitude or behavior. If this procedure is followed and the student improves, then no action will be taken. If a student does not improve, removal from class and documentation by

referral to the HERC board will take place.

Expulsion of a student means that the student has lost all privileges to attend HERC classes or functions for the remainder of the school year and that he/she will not be allowed to register for the next school year. **No refunds will be given for a suspended or expelled student.**

RESOLVING PROBLEMS

THIS PROCEDURE IS FOR RESOLVING PROBLEMS WHICH INVOLVE A SPECIFIC SIN. IT SHOULD BE USED IN LOVE, NEVER IN CONDEMNATION, WHEN DEALING WITH SIMILAR INDIVIDUALS---ADULT WITH ADULT, STUDENT WITH STUDENT.

When you sign on with HERC you are agreeing to resolve these kinds of problems with other students, parents, tutors or others by using Matthew 18:15-17 which follows:

15 And if your brother sins go and reprove him in private; if he listens to you, you have won your brother.

(This means that you need to go privately to the person with whom you are having a problem and explain the sin. This should only be done after much prayer and the Holy Spirit's leading on your own part. Two things can happen: 1) The problem will be solved by forgiveness being asked and given or a solution to the problem being mutually agreed upon, or 2) the problem will not get resolved, in which case you go on to verse 16 which follows:)

16 But if he does not listen to you, take one or two more with you so that by the mouth of two or three witnesses every fact may be confirmed.

(Prayerfully ask one or two godly individuals to go with you back to the person and again the problem could be resolved. If not then you must follow verse 17 as follows:)

17 And if he refuses to listen to them, tell it to the church; and if he refuses to listen even to the church, let him be to you as a Gentile and a tax gatherer.

(The people involved take the problem to the HERC board or your church leaders and deal with it as mature Christians must do.)

If your problem does not involve a specific sin, it is usually also advisable to go to the person privately and try to talk out the problem and solve it in love. CAUTION: *When third parties become involved, there is a fine line between solving the problem and entering into gossip and judging one another—both ungodly and dangerous sins that can separate brothers and sisters in Christ!*

If you **have not** followed through this process, **do not expect resolution to come by complaining to others, or to the HERC board. HERC leaders are willing and responsible to step in when problems involve a violation of contract terms, but personal issues between people should be kept personal.**

LAWSUITS

By signing the contract with HERC you are giving up your right to a lawsuit against the Home Educators' Resource Center or Calvary Chapel Westbrook or against any individuals that are representatives of these organizations or any independent contractors contracted by these groups. Parents are taking full responsibility for themselves and their children, their actions and the activities in which they are involved while on the Calvary Chapel Westbrook property. Parents have the right to be in the classes with the students. Should the parent decide not to be in attendance, those **adults in authority are considered to be acting in the parents' stead should a problem arise. We agree together that as Christians we should be able to resolve our differences with or without mediation. **Parents must have their own insurance coverage for such emergencies.****

TUTORS

These special people are independent contractors who have entered into an agreement with HERC. Contractors collect their fees from the parents, and in turn pay a fee to HERC, which helps to pay for our facilities and services.

Tutors must complete a contract with HERC. Courses that are offered are completely at the discretion of the tutors who offer them. Some (but not all) of our tutors have California credentials, but all have a special heart and talent within their discipline that qualifies them to teach at HERC.

Tutors are responsible for the subject matter, curriculum and any other thing (demonstrations, films, etc.) that is done in their classes during their class time. It is also up to the tutors to decide how they will be grading the students and presenting those grades to the parents. Parents have the option of giving their students whatever grade they desire on their own transcripts; however, the tutors are responsible for giving the parents and students a fair and accurate assessment as they determine it, usually in the form of a percentage grade.

Tutors put in long hours, prayer, money and dedication to bring their special gifts to their classes. Because they are doing this as a special ministry (see Fees) it is the responsibility of the parents and students to treat these special people with dignity and respect. Any lack of respect will be dealt with immediately and thoroughly.

If a problem with a Tutor exists, your contract with HERC says that you will deal with it in a Matthew 18 method. That is, you will first contact the tutor (make an appointment—don't deal with a problem within range of their classrooms and students!) and make sure that you have prayed about the situation and come with a humble attitude. If you do not get satisfaction with your problem, you may at that time contact HERC to try to mediate the situation.

IMPORTANT NOTE: We will expect our HERC families to be on their most respectful behavior and refrain from seeking free advice from our tutors. If you need answers to questions that our qualified tutors can answer because of their expertise outside of HERC, then you should contact these professionals through their businesses. Thank you.