

# EMERGENCY INFORMATION AND BEHAVIOR CONTRACT

## EMERGENCY/MEDICAL INFORMATION (Fill out all sections)

Childs Name: \_\_\_\_\_ Parent/Guardian: \_\_\_\_\_

Insurance Company \_\_\_\_\_ Identification/Policy # \_\_\_\_\_

Allergies or known medical conditions \_\_\_\_\_

**Emergency Contact** (in the case parent/guardian cannot be reached:

Name \_\_\_\_\_ Work or Contact Phone: \_\_\_\_\_

## **BEHAVIOR AGREEMENT**

### **SAFETY:**

- Students are to stay in the areas designated by CFK staff where we can see them at all times.
- Students must meet their Instructor or Aide on the QUAD prior to class every day.
- Students are not allowed to leave campus for lunch or break.
- Skateboards, scooters, rollerblades, Heeleys or skates are **not allowed** on campus. (They will be confiscated and available for pick up in the office by the parent or guardian only.)
- Students, please do not run on campus, play in the planters or in the landscaping, or run up or down the hill next to the amphitheater.

### **RESPECT TOWARDS OTHERS**

- Stop, think and resolve problems with others. It is much better to gain a friend than create an enemy.
- It is ok to make people laugh, at the right time without hurting others feelings.
- Respect others abilities, differences, feelings and beliefs.
- Respect your instructors desire to teach and your fellow students desire to learn by refraining from classroom disruptions such as talking or passing notes.

### **RESPECT YOURSELF**

- Use appropriate language other than swearing or offensive slang.
- Offensive or inappropriate attire is not allowed.

### **USING EQUIPMENT**

- We strongly discourage bringing cell phones, toys, electronic games, I Pods, etc. from home. If these items do end up on campus students will be fully responsible for them. If they are used in class they will be confiscated.
- CELL PHONES are allowed but must be in the SILENT position. NO TEXT MESSAGING during class. If phones are used during class they will be confiscated and available for pick up in the office by the parent or guardian.
- Recreation equipment is available in the CFK office during lunch and should be shared and handled with care.

### **BEHAVIOR MANAGEMENT**

**CFK Instructors, Aides and Office staff work together towards managing behavior issues. If a student is continually disruptive they will be seen by the Program Director or designee. If a pattern of behavior issues is evident, or the student is in violation of any part of the CCC Student Code of Conduct, they can be removed from the program at the CFK Program Directors' discretion. No refunds will be made for any student removed from the program for behavior issues**

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*I have read and understand the guidelines in this Behavioral Agreement. I agree to conduct myself with respect, honesty and integrity by following the rules of the CFK program.*

**Student signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*I have read and reviewed the Behavioral Agreement guidelines with my student and I understand the stages of behavior management for the CFK program.*

**Parent signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**YOUR APPLICATION WILL NOT BE PROCESSED UNTIL THIS FORM IS COMPLETED AND SUBMITTED**