

## WISE SCHOOL COVENANT OF CARE

*Kvod Habriyot* – Treat all people with respect – כבוד הבריות

*Kulanu K'Echad* – We are all as one – כולנו כאחד

*Kehila Kdosha* – Holy (sacred) community – קהילה קדושה

At Wise, we are committed to nurturing a respectful relationship and productive partnership with each member of our community. We believe that our students' learning journeys are enriched through synergistic home and school relationships. As parents, you are the most influential role models in your childrens' lives. We, therefore, seek your support in promoting and upholding the core values of our school.

The Wise Covenant of Care outlines how all stakeholders should conduct themselves when visiting our school, participating in school activities, and communicating with members of our school community, including students, staff and administration, other parents and visitors.

### Values

Treat all people with **Respect**: We value our diverse community and respect the rights and practices of individuals and their families. We acknowledge and honor differences in thought and heritage as enriching. We, therefore, find common interest and common humanity within the larger community and our shared Jewish faith.

We are all as one - **Courtesy**: We use courteous, respectful written and spoken language in all communications with students, families, staff, teachers, administration, and other members of the school community.

Holy (sacred) community - **Ethical Conduct**: We act in the best interest of our school, students, families and staff members. We do not tolerate insulting or offensive language nor do we engage in hurtful or judgmental speech or gossip. We do not tolerate confrontational, disrespectful or inappropriate behavior on campus or online.

### Communication

When messaging in all formats, consider the following:

- What is the purpose? Does my communication articulate a desire to resolve an issue or am I merely looking to blame someone?
  - Am I communicating in a way that is respectful, professional and productive?  
Would I appreciate being communicated to in this way?
  - Is my message in line with my moral compass and that of the school's?
  - Should I take some time to reflect before I send this communication?
  - Am I giving the benefit of the doubt that all involved are attempting to act in the child's / school's best interest?
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# WISE SCHOOL

Parents of WISE can expect:

- To be treated with respect and courtesy by staff, teachers, administration, and other parents
- For the school to clearly and respectfully communicate to you any issues pertaining to your child's education and development
- For sensitive issues to be kept confidential by staff and other involved parties
- To receive timely responses to questions or concerns that have been raised

## COMMUNICATION WITH TEACHERS

As a WISE parent, we expect that you will:

- Contact your child's teacher whenever there is a need. Be mindful that it may take 24-48 hours for a response during the school week. If the issue persists, then it is appropriate to bring it to a member of the administrative team.
- Be courteous when communicating and always assume positive intentions.
- Refrain from interruption of classroom instruction.
- Be prepared to work collaboratively to solve problems and reach a productive resolution. Meetings are most effective when the teacher/administrator and the parent have time to discuss the issue without children present.
- Listen to your child, but remember that a different perspective may exist elsewhere.
- Be ready not just to provide information, but also to hear and consider the teacher or staff member's observations and perspective on the issue.
- Not approach another child while on school grounds to discuss their actions towards your child.

## COMMUNICATION WITH FRONT OFFICE STAFF

The members of our administrative support team help run the day-to-day operations of Wise School. The expectation is that family members are courteous and follow appropriate protocol when engaging with staff, including over email and phone. When you enter the office to speak in person, please be mindful that the front office is a public space, and therefore, respectful and calm communication is expected. The area behind the front counter is a professional work space reserved only for Wise staff.

## COMMUNICATION WITH ADMINISTRATION

We value partnership with parents. When communicating with administration, please consider the following:

- To ensure full attention to your matter, all meetings with an administrator must be scheduled, either directly with the administrator or through the front office.
  - Email may be used to relay necessary information and should be succinct.
  - It is best to request, not demand. Use a respectful and collaborative tone in your communications.
  - Recognize that confidentiality and privacy limitations may impact the type of information that the school can share with parents, including information regarding consequences for the behavior of other students.
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# WISE SCHOOL

## Behavior at Carpool

When dropping off or picking up your children at school, it is your opportunity to model attitudes and behaviors of respect, appreciation and safety. By observing how you respond to the drop-off and pick-up rules and procedures, your children will shape their own responses to similar situations. Carpool is less stressful and more efficient for everyone when all drivers are patient and cooperate. For the safety of everyone, drivers **MUST ALWAYS** follow the directions of security and staff. Please consult our online Parent Handbook for specific carpool expectations and procedures.

## Respect for All Members of the Wise Community

The School's expectations of its families entail both on-and off-campus behavior and actions. These behaviors include, but are not limited to, statements or images designed to harass, humiliate, judge, or spread rumors, whether communicated in person or by phone, email, or social media.

During Wise School functions, parents will maintain a high standard of behavior at all times, reflecting our overarching Jewish values. In addition, situations may occur between children and/or adults that involve disagreement or conflict. At these times, we expect all adults to model restraint and respect in their conversations and actions. As we create a supportive community, at no time should a parent reprimand a child that is not their own. We should all be mindful that our students are always observing the behaviors of the adults around them, and it is our responsibility to demonstrate compassion and understanding as we all work to shape positive behaviors in our children.

Wise School will determine if a family member's conduct violates this Covenant of Care and, if so, will take the appropriate corrective action. Wise Administration will maintain documentation of any egregious conduct in violation of this covenant. If it is determined that a community member has violated the covenant, whether in letter or spirit, they will be subject to disciplinary action. This may include, but is not limited to, restricted campus access or separation from the School as indicated in our enrollment agreement.

Understanding that we all wish to be supportive members of the community, we commit ourselves to raising concerns and feedback in constructive ways, with the intention of being partners in the continuous improvement of our school and community.