



Bay Valley Chinese School

灣谷中文學校

Registration Form 3

MEMORANDUM OF BEHAVIORAL EXPECTATIONS AND MAJOR SCHOOL RULES

The Parent/Legal Guardian by signing this Registration Form acknowledges and agrees to the following conditions relative to sending their family member(s) to learn Chinese at Bay Valley Chinese School (BVCS).

- (1) BVCS is strictly a non-profit organization. All School administration officials participate on a volunteer basis without pay. All Parents/Legal Guardians must participate in the overall day-to-day operation of BVCS.
- (2) BVCS reserves the right to deny the admission of any student.
- (3) It is the full responsibility of the Parent/Legal Guardian to make sure the student(s) understands and follows school regulations. The School administration of BVCS reserves the right to dismiss any student for violating the School regulations or who causes disruption to the overall success of our education process.
- (4) Parent/Legal Guardian will be held fully responsible for their own property and will assume responsibility for any damage to school property or facilities damaged by their child/children.
- (5) Parent/Legal Guardian is responsible and required to notify the teacher before class if the student will be absent. The Parent/Legal Guardian is required to submit an Attendance Release Form to their teacher if the student(s) will be leaving earlier than regular school hours (7:00 p.m. to 8:50p.m.). This form is available from the school office or the web site.
- (6) Parent/Legal Guardian is to obey all parking and traffic rules while on the BVCS campus. Do not park or allow vehicles to stand in the "No Parking" zone. Do not block fire lanes.
- (7) Parent/Legal Guardian is required to perform a minimum of 2(two) evenings of yard duty per semester (2 semesters/year). **Parents who do not perform for the yard duty are subject to a \$100 in-lieu fee for each parent volunteer assignment.** Parent duty list will be distributed in the beginning of the school year. The yard duty of Primary Room Parents will be exempted. Parent/Legal Guardian may also be required to assist the teacher with class related activities as needed.
- (8) The success of your child/children's educational experience depends upon parent involvement. Volunteer opportunities are listed on Parent Volunteer Signup Sheet.
- (9) Permission is hereby granted by the Parent/Legal Guardian to BVCS to publish photos of my child(ren) in newsletter, website and other public relations presentations.
- (10) For emergency issue, it is strongly advised that parent informs BVCS immediately regarding any changes of student's address, phone number and parents' email.
- (11) Parent/Legal Guardian has further agreed to take full responsibility for my child or family or myself to follow and obey any and all BVCS rules in the BVCS Student & Parent Handbook.

We have reviewed the Memorandum of Behavioral Expectations and Major School Rules and agree to comply with them.

Student Name: _____

Grade in 2017-2018: _____

Parent/Legal Guardian Signature: _____

Date: _____