

Rainier

Homeschool Group

MOUNTAIN LIONS



COURAGE. CHARACTER. COMMUNITY.

The wicked run away when no one is chasing them,
but the godly are as bold as lions.
Proverbs 28:1

2024-25 Handbook

Rainier Homeschool Group exists to honor God by providing support, educational opportunities, and enrichment activities for homeschool families.

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This handbook is not a contract and does not promise specific treatment in specific situations. RHG reserves the right of the Board of Directors, in its sole discretion, to unilaterally revise, suspend, revoke, terminate, or change any of its policies, in whole or in part.

MEMBERSHIP

MEMBER ELIGIBILITY

- Families must be homeschooling according to Washington State Home-based Instruction law, which includes filing a Declaration of Intent to homeschool.
 - Full-time ALE/PPP enrollment is NOT homeschooling. Students must not be enrolled full-time in any public school program (online or in person).
 - If child is under 8 and you have not filed a DOI yet, child must not be enrolled full-time in any public school program (online or in person).
- If enrolling in classes, the oldest child in the family must be at least 5 years old at the beginning of the semester.
- Attending children must attend with their own parent or legal guardian.
- Members must provide at least one attending parent on class days to fulfill membership requirements. Because all attending parents may be asked to work directly with RHG students, all attending parents must meet the following criteria:
 - Complete a background check and child safety training course.
 - Sign in agreement with the RHG Statement of Faith.
 - Write a brief personal testimony.
- The second parent on the family profile must complete a background check and child safety training course regardless of attendance plans.
- If the second parent does not agree with the Statement of Faith, he or she may observe classes or attend RHG events but cannot fulfill the attending parent's assignments.

Membership removal: Membership decisions are ultimately determined by the RHG Board of Directors in light of RHG's mission. RHG reserves the right to determine the appropriate course of action based on the circumstances of each case, and some circumstances may result in immediate removal without warning.

MEMBERSHIP OPTIONS & BENEFITS

Full Membership	Social Membership
Class enrollment (Two 12-week semesters of classes for ages 0-18, one day per week)	Classes not included
Membership in the email group (required)	Membership in the email group (required)
Membership in the private Facebook group (optional)	Membership in the private Facebook group (optional)
Field trips	Field trips
Seasonal parties	Seasonal parties
Youth Group (ages 12 and up)	Youth Group (ages 12 and up)
MNO (Moms Night Out)	MNO (Moms Night Out)
Special events	Special events

STATEMENT OF FAITH

RHG's statement of faith is central to its mission. All parent members, teachers, RHG leadership (coordinators and Executive Director), and Board of Directors must write a brief personal testimony and demonstrate agreement with the Statement of Faith in lifestyle and behavior.

We believe:

- The Bible is the only inspired, infallible and authoritative Word of God. (2 Timothy 3:16-17; 2 Peter 1:21)
- God has existed from all eternity in three Persons; God the Father, God the Son and God the Holy Spirit. (Matthew 3:16-17; 2 Corinthians 13:14)
- Jesus was God and came in human flesh, being fully God and fully man, except without sin. (John 1:1-2, 14)
- All people are in violation of God's righteous requirements and His holy character both by nature and act. (Romans 3:23 and 5:12)
- The central purpose of the coming of Jesus Christ was to pay the penalty for man's sin through His substitutionary death on the cross, the successful accomplishment of which was attested to by His subsequent bodily resurrection. (1 Corinthians 15:3-4; Acts 1:3)
- Salvation is offered as a gift, free to the sinner. This gift must be responded to in individual faith, not trusting in any personal works whatsoever, but in the sacrificial death of Jesus Christ alone. (Acts 13:38-39; Romans 6:23; Ephesians 2:8-9)
- God created two genders, male and female. Marriage was designed and ordained by God to be the union of one man and one woman. (Genesis 2:24; Matthew 19:5-6; Mark 10:6-9; Romans 1:26-27; 1 Corinthians 6:9)
- God created all human beings in His image. Human life is sacred from conception to its natural end and every person should be treated with love, dignity, and respect. (Psalm 139:13; Isaiah 49:1; Jeremiah 1:5; Matthew 22:37-39; Romans 12:20-21; Galatians 6:10)

PARENT EXPECTATIONS

While each family attending classes at RHG retains the responsibility to homeschool their own children, we also believe students thrive best when parents are involved in their class experiences away from home. To ensure full participation of all families, following are the expectations of all attending parents:

- Read all materials and communications. All official communication from RHG is sent by email.
- Adhere to the expectations and policies in this handbook.
- Demonstrate an attitude of cooperation and embrace the cooperative nature of RHG's mission.
- Supervise and monitor your children when they are not in class. We are not a school, and we do not provide childcare unless otherwise specified.
- One parent must remain on site when children are on site.
- Promptly pick up your children ages 5 and under at the end of their scheduled class. For children age 6 and above, arrange a meeting place.
- Provide supervision for your children at all RHG activities, such as field trips, parties, and family events.
- Wear a name tag when on campus. Every attending family member will receive a name tag.
- Complete your weekly assignments, including set-up or tear-down, as well as class time assignments.
 - Attending parents will have an opportunity to submit requests for assignments prior to each semester. If assignments are prohibitive due to physical limitations or other personal reasons, parents may request a change.
 - Each family will be assigned either a set-up or tear-down position.
 - One attending adult from each family will be assigned as a TA or substitute (sub) during class times, with the number of assignments determined based on number of periods attending. Those who attend all periods will receive a free period if possible.
 - Refusal to complete assignments may be grounds for removal.
- Stay in the Parent Zone during sub periods.
- Notify the Assignment Coordinator of your location if you leave the Parent Zone during a free period.
- Notify the Assignment Coordinator of any absences at least one hour prior to arrival time.
- Members may not request teachers to sign documents for public school programs. Due to the religious nature of our group, we aren't allowed to sign for reimbursements of public funds.
- Pay all fees on time.

STUDENT EXPECTATIONS

Parents, please read this section with your children to make sure they understand the following expectations:

GENERAL

- Show respect for all adults and other students.
- Show respect for all property at any meeting location.
- Stay with parent when not in class.
- Assist parents with set-up and tear-down jobs.
- Wear a name tag during class days.
- Listen and pay attention during announcements.
- Walk and use quiet voices while changing classes.
- Follow the dress code.
- Refrain from inappropriate conversation/gestures, explicit/foul language, aggressive physical contact, bullying, or threatening behavior.
- Do not bring any drugs or weapons to the campus.
- Clean up after yourself in class and at lunch.
- Do not litter on the campus.

CLASS TIME

- Remain in the classroom during class time unless you have permission from the teacher to use the restroom.
- Refrain from eating in class, unless food is provided by the teacher.
- You may use electronics outside of class, in study hall, and if requested by the teacher for class participation. Otherwise, electronics are not to be used in class.
- Give your attention to your teachers and participate in class discussions or projects.
- Bring all required materials to class each week.
- Complete all assigned homework and bring it with you to class.

TEACHERS

At RHG, teachers are volunteers whose costs are paid by the parents of students in the class(es) they teach. All teachers must apply and may or may not be approved for the classes they have requested to teach. New teachers will be interviewed, and references may be contacted.

QUALIFICATIONS

- Complete a background check and child safety training.
- Sign and agree with the Statement of Faith. All teachers agree not to teach anything contrary to the Statement of Faith.
- Attend any teacher training or special meetings called for teachers.

EXPECTATIONS

- Submit a teacher application.
- Submit a class application for each class you are offering to teach.
 - Submitting more than one application will increase your chances of at least one of your classes being chosen for the schedule. If you submit more than one, indicate how many you are willing to teach.
 - Make your class descriptions and expectations clear. Adhere to them throughout the semester.
 - Use the homework policy from this handbook to include homework expectations on your class application.
- Once the class list is published, teachers who vacate a position for any reason must forward all fees and materials to the replacement teacher.
- Maintain clear communication with the parents of your students by email.
- Provide one substitute lesson plan to be kept on site throughout the semester.
- Communicate with your TA regarding what they can do to help you in class.
- Notify the Executive Director of any members asking you to sign a document for public funding. Due to the religious nature of our group, we are not allowed to sign for reimbursements of public funds.

TEAM TEACHING

Some teachers may benefit from sharing knowledge, teaching responsibilities, and prep time with another teacher. If both teachers are willing to work together to develop and teach a class, team teaching is an option when the following guidelines are followed:

- Both teachers should participate in developing and planning the class.
- Both teachers will be listed as teachers on the class list. Team teachers decide together how to divide the fees received from students.
- Both teachers must agree on a plan for the class (i.e., who teaches each week, what subjects will be included, how fees will be divided, etc.) before submitting the class application.
- Both teachers must submit a teacher application and be interviewed.

GUEST SPEAKERS

Guest speakers are welcome to participate in classes when the following guidelines are followed:

- Teachers who wish to invite a guest speaker must contact the Executive Director for approval. Guest speakers must check in upon arrival and remain with the teacher at all times.
- Guest speakers who wish to serve as a teacher (teach for more than one class session) must:
 - Follow the teaching interview and qualification requirements.
 - If partnering with a current member to teach a class, follow the procedures for team teaching outlined in the handbook, including being listed as a teacher on the class list.

TEACHER ASSISTANTS

Every member may serve as a Teacher Assistant (TA). Some members will also teach as a substitute in the event of a teacher absence. Below are the expectations of the TAs. Refer to the teacher expectations if substituting in a teacher's absence.

- Actively participate in your assigned class(es).
- Ask the teacher what you can do to help each week.
- Take attendance during the first 5 minutes of class using the class notebook located in the classroom.
- If you are filling in as a substitute, obtain the substitute lesson plan from the emergency lesson plan box or from the teacher.

CLASSROOM PROCEDURES

All members are required to attend the member meeting at the beginning of the year, which will include tips on operating an orderly classroom. Below are the procedures teachers and TAs must follow for each class period:

- The class notebook will contain attendance sheets, emergency procedures, room set-up and tear-down instructions, and a room sign.
- Begin class on time.
- Only enrolled students may be in classes.
- The TA will take attendance during the first 5 minutes of class.
- If any students are missing after the TA takes attendance, the TA will tell the hall monitor during the 5-minute check after class begins.
- Two adults are required in each classroom. If one adult needs to leave the room for any reason, request a hall monitor to step in until the teacher or TA returns.
- End class 5 minutes early to leave classroom clean and ready for the next class.
- In case of a minor injury, see the hall monitor station for basic supplies. If there is a serious injury or life-threatening situation, call 9-1-1 and notify the Executive Director. In all cases of emergency or injury, notify the parent as soon as possible.
- Contact the assigned Teacher Support Coordinator for help in managing a classroom, disciplinary issues in class, or for general teaching tips.

CLASS ENROLLMENT

Class enrollment will take place twice per year prior to each semester. The class schedule and descriptions will be posted on the RHG website.

REQUIREMENTS

- Each family must enroll for a minimum of two periods, to include either the morning session, the afternoon session, or the full day.
- Upon enrollment, members are responsible for all class/material fees regardless of class placement or if attendance plans change.
- Children must be enrolled for classes during each period the family is on site.

PRIORITY

- Families will be placed in priority order according to the positions the parents hold, the number of classes taught, seniority of membership, and attendance record of the attending parent.

YEAR-LONG CLASSES

- Some classes are year-long, which means new students cannot join in the middle of the year. Students who enroll for the first semester of a year-long class will be automatically placed in the second semester.
 - If the parent does not want the student to continue in that class, the parent will be responsible for the second semester fees. The student may enroll in study hall and will have the option to enroll for another class after all other students have completed enrollment.

CLASS CHANGES

- Within the first three weeks of a semester, students may transfer to another class if there is space.
 - Contact the Enrollment Coordinator for full details.
 - Teachers may refuse a new student once classes have begun. This may include students who have missed the first three weeks of classes.
 - No refunds will be given for dropped classes. Class/material fees will be due for the new class.

WAITLISTS

- During class enrollment, parents will have the option to place their student on a waitlist for classes that are full.
 - If space becomes available, the parent will be contacted, and the student will be moved to the new class if desired. No refunds will be given for a dropped class. Class/material fees will be due for the new class.
 - If you are not willing to pay for a new class, please do not add your student to a waitlist.

POLICIES (A-Z)

ABSENCES

- Absences must be reported to the Assignment Coordinator no later than one hour before classes begin each week.
- Unreported absence may result in loss of standing or removal of membership.
- For planned absences, notify the Assignment Coordinator as early as possible.
- Families are allowed three absences per semester for class enrollment priority.
 - Partial absences will be incurred based on number of periods enrolled.

CONFLICT RESOLUTION

RHG relies on Biblical solutions to resolve personal disagreements among our adult members following the pattern of Matthew 18:15-17. For our purposes, the “church” will be represented by the Board of Directors.

“If your brother sins against you go and show him his fault, just between the two of you. If he listens to you, you have won your brother over. But if he will not listen, take one or two others along, so that every matter may be established by the testimony of two or three witnesses. If he refuses to listen to them, tell it to the church; and if he refuses to listen even to the church, treat him as you would a pagan or a tax collector.” (NIV)

Any organizational RHG-related conflicts should be referred to the appropriate coordinator, Executive Director, or Board of Directors (in that order).

DISCLAIMERS

- RHG reserves the right to substitute a teacher or cancel/substitute a class.
- The beliefs, doctrines, or policies of facilities used by RHG are not necessarily upheld by the RHG Board of Directors or its members. This includes the host church, field trip venues, meeting or event space, etc.
- RHG reserves the right to deny participation to anyone at any time for any reason.

DISCIPLINE

High behavioral standards are expected at RHG. If a student is not following the standards in the handbook, the procedure will be as follows:

- A verbal warning will be given by the teacher or TA.
- If unresolved, a verbal warning will be given by the teacher or TA and the parent will be notified by email or in person after class.
- If still unresolved, a verbal warning will be given by the teacher or TA, the parent will be notified by email or in person after class, and a Teacher Support Coordinator will have a meeting with the teacher and parent.
- If a behavioral issue is ongoing, a Teacher Support Coordinator and the Executive Director will make every effort to resolve the situation in a way that will benefit the teacher, the student, and other students. If it is not resolved, the final decision regarding a student’s continued attendance resides with the Board of Directors.
- Any outburst or incident that puts any student or adult at risk of physical harm will result in immediate involvement of the Executive Director. Students who cause such incidents may be suspended or permanently expelled.

DRESS CODE

The dress code applies to adults and students. Clothing is expected to be modest and appropriate.

- Clothing must cover undergarments and conceal private areas (including midriff).
- Leggings or form-fitting yoga pants may be worn with skirts, tunics, or long shirts covering to fingertip length.
- Shorts, pants, and skirts must conceal to fingertip length.
- Clothing with inappropriate slogans, words, or pictures is not allowed.
- For special events, exceptions or special instructions may be given.
- Dress code violations must be resolved immediately. Notify the Assignment Coordinator if you need to leave the campus to resolve dress code issues.

HOMEWORK

- RHG has three levels of homework expectations, which are indicated in the description for each class.
 - None
 - Optional
 - Required: Completion of homework is required and vital for class. Parents will be contacted if homework is not complete. If this is an ongoing problem, the student may be moved to study hall for the remainder of the semester upon approval.

PARENT ZONE

- The Parent Zone is for adults only. Infants are allowed during a parent's free time.
- Refreshments and snacks are for adults only.

REFUND POLICY

- All fees paid to RHG are non-refundable.
- Upon enrollment in classes, members are responsible for all class/material fees regardless of class placement or if attendance plans change. Class/material fees are non-refundable.

RESTROOM PROTOCOL

- No adult can go into a private restroom alone with a child that is not their own. If a student needs help in the restroom, the attending parent will be notified.
- Nursery or toddler workers may only change diapers in the nursery, not in the restroom. If you do not want a teacher or helper changing your child's diaper, indicate your whereabouts on the nursery/toddler sign-in sheet.
- Visitors who have not completed a background check must use private restrooms in Dahl Center.

SAFETY

- For the safety of our members, we take the following measures:
 - All adults on site must wear a nametag or a visitor's badge.
 - Every building has a hall monitor with a walkie talkie to communicate between buildings.
 - Our security team is on site each week and monitors every entrance.
 - All adults on site have completed a background check.
 - Tour visitors remain with a member at all times.
 - Hall monitors check each classroom 5 minutes after class begins to ensure all students are safely in class.
- Emergency procedures are included in each class notebook, at each hall monitor station, and in the Parent Zone.

- Students or parents with medical conditions will be identified with a distinguishing nametag. The parent's phone number is on the back of the nametag in case of a student emergency.
- The facility is nut-free to protect the members with life-threatening allergies. Food items that are produced in a facility that also produces nuts are allowed, but products that say they may contain nuts are not allowed on campus.

STUDY HALL

- Study hall is offered every period for ages 12 and above.
- Students in study hall are expected to work independently and quietly.

SUPPLIES

- All students are required to bring paper and a pencil each week, except for preschoolers.
- Any additional supplies are noted on each class description.

TARDINESS

- RHG allows five minutes between classes. After classes begin, the hall monitors will check attendance of children and adults. Adults who are late to class disrupt the students' class time and compromise our two-adult policy. Frequent tardiness to class or facility jobs may result in the loss of good standing for class enrollment purposes. If unresolved, membership may be revoked.

VISITORS

- Potential new members may schedule a tour with the Executive Director. Children are welcome but must stay with their parent during the tour.
- Upon arrival, all visitors must check in at the Visitor Center and obtain a visitor badge.

Visitor Type	Background Check	Child Safety Training	Statement of Faith
One-time visitors – Must remain with a member at all times. Refer to the restroom protocol in the handbook. Examples: Grandparent visiting to watch a class performance, prospective members/tours, etc.	No	No	No
Visitors – Examples: Family or friends who will visit classes unaccompanied by a member.	Yes	Yes	Yes

WEATHER

- For snow days or other weather-related delays, check email in the morning to confirm if classes will be delayed, canceled, or remain on schedule.

WELLNESS

Do not allow any family member to attend classes or activities with any of the following symptoms:

- Feeling sick
- Contagious stage of illness
- Communicable disease (head lice, chicken pox, ring worm, etc.)
- Fever that needs medication to control
- Presence of fever or vomiting in the last 24 hours
- If any of the above symptoms are visibly present while on campus, at an activity, or during an event, members will be asked to leave for the day.
- Notify the Executive Director if any communicable illness/disease is contracted within 24 hours after attending classes.

CLASS DAYS

BEGINNING OF DAY

- Check in with the Assignment Coordinator upon arrival. Look over your schedule to see if any changes have been made.
- Check your family file and get nametags for all family members.
- Complete your set-up assignment (if assigned). Children are to remain with their parent until classes begin.
- Attend the opening prior to going to classes.

LUNCH/RECESS

- Parents must supervise their own children during lunch before recess. During recess, monitors supervise in assigned areas only.
- Bring a blanket for your family to sit on during lunch.
- Each family must clean up after themselves.
- There is a separate area for youth lunch (ages 12 and up). Youth are not required to bring a blanket but must clean up after themselves.
- Snack Shack is available during lunch. Parents must accompany young children to the Snack Shack.
- Take belongings to your vehicle after lunch.
- The Recess Coordinator will announce plans for recess during lunch. If weather permits, students will be released, and recess monitors will be stationed outside. If it is raining, the Recess Coordinator will provide indoor activities.
- Students should make every effort to clean their shoes prior to re-entering the facility.

END OF DAY

- Gather children age 5 and under promptly after the last period of the day, and prior to completing any tear-down assignments.
- All students age 6 and above will be dismissed from classrooms.
- Complete your tear-down assignment (if assigned). Students are to remain with their parent during tear-down. Older students are encouraged to help.
- Check family file and return nametags.
- Check lost-and-found.

BELONGINGS

- Mark all items with family or student name.
- Bring a rolling cart, wagon, or box for your family's backpacks, lunch bags, and blanket.
- Check lost-and-found regularly.
- RHG is not responsible for lost or unclaimed items. Items not claimed will be periodically donated.

The Rainier Homeschool Group Board of Directors has the overall policy-making authority. Working alongside the Executive Director, the Board of Directors approves policies that direct management and delegates the operational authority to the Executive Director.