For attending the 2019 Charles County Public Schools (CCPS) Summer School program, I agree to the following guidelines and stipulations:

1. I agree to abide by all rules in the Charles County Public Schools Code of Student Conduct, in addition to the summer school rules and regulations. The Code of Student Conduct is available online at http://www.ccboe.com/ss/code-of-student-conduct. Behaviors warranting suspension may result in removal from the program, without a refund.

2. I understand that because Summer School lasts for only 23 days, it is very important that participating students maintain excellent attendance. Credit will be denied if a student misses more than two virtual TEAMS class periods. Students are not excused from class for illness, doctor and dental appointments, camp, sports, vacations, etc. Students who cannot attend all virtual classes should not enroll in Summer School. Students are also required to be on time for every virtual class. Those who arrive late may not earn course credit. Suspension days are considered absences. Students removed from a course for disciplinary reasons will not be issued refunds.

3. I understand that students are expected to follow all CCPS rules during virtual learning. Any disruptive behaviors that interfere with the virtual learning environment will not be tolerated. Offenders will be removed immediately from the TEAMS meetings and may be removed from summer school. Behaviors warranting suspension may result in removal from the program. A signed copy of the rules are due at the time of registration. No refunds will be given if a student is removed from Summer School for disciplinary reasons.

4. I am aware that Charles County Public Schools and the summer school program has a “no tolerance policy” toward any form of harassment, including sexual harassment and harassment on social media. If a student feels threatened by bullying, physical violence, gang activity, sexual harassment or any other school violation, I am encouraged to report this immediately to school staff.

5. I understand that the use of lighters, matches, smoking paraphernalia, e-cigarettes, etc. are not permitted in the virtual classrooms, even if I am over 18 years of age. Violations of this policy could result in automatic removal from the classroom as well as removal from the program without refund.

6. I understand that displaying weapons or “look alike” weapons is not permitted in the virtual classrooms and could result in automatic removal from the classroom as well as removal from the program without refund.

7. I will not use obscene or loud and inappropriate language or gestures at any time in the virtual classroom. Profanity directed toward a staff member or other students will result in removal from the virtual classrooms and possible dismissal from the summer school program without refund.

8. I understand that any form bullying or harassment in virtual summer school will not be tolerated and may result in removal from the program without refund and further disciplinary action. Students involved will have an administrative conference for further disciplinary action which may include expulsion from school as well as possible referral to law enforcement.

9. I understand that it is my responsibility to request a refund by 2:00 PM on Tuesday, July 7 2020. Refunds are given if a class is cancelled or a student drops a class before 2:00 pm of the first day of summer school. The refund request should be emailed to Mr. Mike Heiser, the supervising administrator, and include the following
information: Parent/Guardian name, student name, course name, and reason for the withdrawal. Mr. Heiser’s email address is (mheiser@ccboe.com).

10. I understand progress reports will be available in Synergy on Wednesday, July 22\textsuperscript{nd} 2020. Final grade report cards will be available in Synergy the week following summer school.

11. I understand that although I may receive ELL or Special Education services during the school year, these services are not required to be provided during the summer. However, the summer school program will make every reasonable effort to support me to assist in my success.

I agree to the terms of the summer school guidelines and expectations and understand that a completed summer school registration is the electronic equivalent of an ink signature.