

# Student Conduct Form

Pueblo Community College Kids' College and the Community Education Training Division & Pre College Programs (CETD) is committed to providing an educational atmosphere that is an enjoyable learning experience. We do not expect any problems to arise. However, this information sheet will cover a few items to prevent any misunderstandings later on.

## LUNCH

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If your child is enrolled in classes for the entire day be sure to make arrangements for them during lunch period (**12:00 p.m. to 1:00 p.m.**). Please inform our office if you plan on your child staying on campus during the lunch hour. We will make arrangements to have someone accompany them to the cafeteria and check on them during the lunch hour, or if they bring lunch it may be placed in the office and they may spend the hour here until their next class. If your child will be walking home for lunch or after class, our office needs a note stating: where they are walking, the name of the person's house they are walking to and their phone number. ***\*Students in grades 1-3 must be picked up during that hour.***

## DROP OFF AND PICK UP

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The best location to drop off and pick up your child is the back parking lot of the Mike Davis Academic Building; this is the building where most classes are held. The parking lot is located behind the AB building on Arthur Street next to the tennis courts. CETD will have staff directing students and signs will be posted. If you are going to be picking up your child late please contact (CETD) at (719) 549-3371 or (719) 549-3368 so your child can wait in our office. The office is located in the Gorsich Building Room 201A.

## STUDENT CONDUCT

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We do not anticipate any problems; however, if a serious situation does occur the following guidelines will apply: If a youth is removed from the program because of disciplinary action, all fees for the classes the student is currently participating in will be forfeited. Fees, for any classes that have not yet commenced, will be returned. Students may be removed from classes for the following reasons: *abusive or explicit language, disruptive behavior, destruction of property, any act that may cause harm to self or others*

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## Photo Opt Out

PCC Communications takes photos of CETD classes for use in the promotion of future courses for advertisement in flyers, class schedules, tabloids, television and the PCC website. By registering for these courses you grant permission unless otherwise noted.

NO, I **do not** give permission to take pictures of my child.

Please sign below to verify that you have read and understand all of the above information.

**Student's Name:** \_\_\_\_\_

**Parent/Guardian's Signature:** \_\_\_\_\_

