



Young Entrepreneurs Academy Code of Conduct Agreement Form

Guidelines for Students

Students in the Lake Zurich Area Young Entrepreneurs Academy (YEA!) seek a challenging, engaging entrepreneurial education experience – one that both educates them about the nature of entrepreneurship and guides them through the process of starting and running their own businesses. This program is designed to be both rigorous, and rewarding.

It is the YEA! staff's expectation and understanding that students who apply and are accepted into the Young Entrepreneurs Academy do so based on a strong *personal* desire to understand the nature of entrepreneurship and launch their own businesses. In order to ensure that the Young Entrepreneurs Academy can dedicate itself fully to its entrepreneurial educational mission, students are expected to adhere to all school rules and regulations. Students should act independently to the extent possible, but will be subject to guidance and advice from YEA! staff. If inappropriate behavior occurs, the YEA! staff will intervene and discourage such actions. The Young Entrepreneurs Academy has additional policies and procedures, including but not limited to the following:

Attendance: Attendance is mandatory for all Young Entrepreneurs Academy students. Based on the nature of the program, students have only 29 classroom meetings in which all of the entrepreneurial lessons can be imparted. It is imperative that students attend all classes and events.

Assignments: Students are required to complete all assignments by the due date designated by the YEA! instructor, as well as all special requests assigned by the Program Manager.

Participation: Students are required to actively participate in the classroom, on field trips, during events, and with guest speakers, mentors, and in-class volunteers. Students are expected to participate in a respectful and cooperative manner, and to be conscientious of ways in which their participation contributes to the overall learning environment.

Group Involvement: Students who choose to launch a business or non-profit enterprise as part of a group are expected to communicate with their group and become as involved in the success of the group's business venture as possible.

Respect for Others: The Lake Zurich Area School community consists of people of different backgrounds and belief. The school accommodates students who participate in a wide variety of programs, including academic and athletic programs. Every effort is made to provide for the needs of all our students.

Conduct that is disrespectful or in violation of the rights of others, including, but not limited to, verbal, physical, or sexual harassment and bias-related graffiti, will not be tolerated and may result in disciplinary action and sanctions, including possible dismissal from the program. Students are expected to be respectful of all faculty, staff, and other students they come in contact with while on school property, both in and out of the classroom.

Illegal Substances: Possession, use, distribution, or being in the presence of alcohol and illegal drugs is not permitted. Violation of this policy is grounds for disciplinary action and may result in dismissal from the program.

Smoking: The Lake Zurich High School mandates a smoke-free environment. There is absolutely no smoking anywhere on school property.

Weapons: Dangerous weapons such as firearms, explosive materials, knives, or other weapons are strictly prohibited. These weapons will be confiscated and an investigation of the student who possesses it will be conducted. In addition, the student will face sanctions and may be dismissed from the program.

Disorderly Conduct: Tampering with fire or emergency equipment or failure to comply with a reasonable request of school officials acting in performance with their duties, are all contrary to school regulations. Students who have exhibited disregard for these and other school regulations are subject to disciplinary sanctions or expulsion from YEA!

Damage or Loss: Students are expected to respect the property of the Lake Zurich High School. Students shall assume all financial responsibility for loss or damage they cause to the school property. The responses to damaged/lost school property may include replacement, cleanup, and labor costs.

Failure to abide by the policies and procedures may result in disciplinary action, which may include: a warning, probation, consolation with parents, or in case of serious or repeated behavior problems, dismissal from the program. Financial obligations arising from dismissal from the program are the responsibility of the student and parents/guardians. Should a student be dismissed from the program for any reason, tuition and any other program-related expenses will *not* be refunded.

If a student does not abide by these rules, he/she may receive a warning from an instructor, Program Manager, or other staff member. Warnings will be document in the student's file. Following the first warning, a repeat offense will result in a meeting between the student and the Program Manager. Any misconduct on the student's part following this conversation will result in immediate dismissal.

Students will not be allowed to participate in classes or activities after being dismissed from the program.

Some misconduct, including those involving illegal substances, possession of weapons, will result in immediate dismissal.

Please sign the consent form. Your signature indicates that you have read the policies listed above and that you agree to abide by them.

Student name: _____

Student signature: _____ Date: _____

Parent/Guardian name: _____

Parent/Guardian signature: _____ Date: _____