



Aug. 1, 2018

Dear parents and guardians of Lakeside School students,

Lakeside School's Statement of Community Expectations is a core document that sets forth the institution's philosophy of conduct.

As part of the enrollment and re-enrollment process each spring, all parents and guardians with responsibility in the life of a student are asked to sign a Statement of Community Expectations. A signed statement is required for a student's attendance at Lakeside School.

Because Lakeside is a school animated by principles rather than rules, each student and adult has the invaluable opportunity to reflect and act upon their best understanding of those principles. Please make time to go over the Statement of Community Expectations with your students before the start of the school year.

Thank you and we look forward to seeing your students next month!

Bernie Noe
Head of School

Elaine Christensen
Middle School Director

Felicia Wilks
Upper School Director

LAKESIDE SCHOOL STATEMENT OF COMMUNITY EXPECTATIONS

Each member of the Lakeside community—students, parents/guardians, faculty, and staff—is expected to act in ways that **show consideration and respect for others and that enhance an open atmosphere of trust**. We deliberately keep rules to a minimum, expecting that action will spring from general principles of consideration, integrity, and inclusion. Learning, we believe, requires a willingness to be open and to contribute to an atmosphere of comfort and encouragement for all community members. Therefore, an atmosphere of support and trust is essential in order to affirm “the meaning and value of community” prescribed in our mission. Such an atmosphere must be created and recreated through individual acts each day. Just as even small acts of academic dishonesty or personal discourtesy erode the conditions that promote learning, so every action that affirms **consideration, integrity, and inclusion** builds the “ethical spirits” that contribute to the kind of community we seek.

Specific behavioral expectations to support and clarify the principles of consideration, integrity, and inclusion and to ensure the personal health and safety of each individual follow. In addition, students and adults (parents/guardians and employees) are expected to understand and to respect the policies contained in the family handbook and the employee policy manual.

- All members of the Lakeside community are expected to be honest in all communications. Most important, individuals are expected to be **honest and forthcoming** about their own actions. We also encourage members of the community to be responsive to specific inquiries about incidents or events about which they may have knowledge.
- Students in grades 5-11 are expected to **be on campus** at all times during the school day unless they have written permission from their parents/guardians and have signed out in the divisional office. Seniors have the privilege of leaving the school grounds when they have no academic

obligations or appointments to meet. Seniors are expected to be on campus enough to take a reasonable part in the life of the school. Students in all grades are expected to attend all their scheduled classes and meet all appointments.

- Students are not permitted to sell or be involved in the sale of, possess, use, or be under the influence of **alcohol, marijuana, and/or any illegal drugs** on the campus or while participating in or attending off-campus school activities or trips. Students are also not to consume alcohol, marijuana, and/or any illegal drugs before attending or while traveling to and from school activities on or off campus. The consequence for violation of this rule, no matter how minor, typically will include at least suspension from school immediately after Upper and Middle school disciplinary processes and attendance in a program about drug use and/or community responsibilities, and may lead to expulsion.
- Employees are not permitted to possess, use, or be under the influence of **alcohol, marijuana, and/or any illegal drugs** on the campus, while representing Lakeside in the community, or when supervising students while participating in or attending off-campus school activities or trips or while traveling to and from school activities on or off campus. (The sole exception is made for moderate consumption of alcohol at a school-sponsored adult or employee family event such as Winterfest, alumni receptions, head's open houses, Annual Fund events, or the Farewell Reception.) The consequence for violation of this rule, no matter how minor, will entail disciplinary action up to and possibly including termination.
- Use of **tobacco and smoking (including e-cigarettes)** are not permitted on either campus, in any vehicle owned by Lakeside, or at any off-campus Lakeside activity.
- The school views **cheating in all its forms as unacceptable behavior**. Using the intellectual property (e.g., words, images, or ideas, or any other similar creation of someone else's mind and hands) of another in one's own work without giving credit to the source is plagiarism, and a violation of academic integrity equivalent, in significance, to the violation of personal integrity that results from dishonesty in any form.
- Lakeside School does not discriminate on the basis of age, color, creed, disability, marital status, national or ethnic origin, race, religion, sex, sexual orientation, gender identity, use of a trained guide dog or service animal by a person with a disability, or genetic information. **Discrimination or harassment** based on any of these attributes is considered a violation of the school's personal respect policy and **will not be tolerated**.
- **No action is to be taken, and no behavior exhibited, that threatens or compromises the health and safety of any individual or that causes damage to school or personal property, whether by use without permission, theft, destruction, or defacement.**
- Each member of the community must endeavor to maintain a **clean, orderly, and healthy environment** at Lakeside. A good learning environment, and the Lakeside community's pride in its campus, depend upon all individuals doing their best to respect the spaces, property, and buildings the school provides.

Lakeside School will consider violations of these expectations on a case-by-case basis and will respond to such violations based on two fundamental principles:

- Lakeside School is an educational institution in which a **high level of personal responsibility** is expected of all students and adults. All members of the community should be able to assume that they teach and learn in and contribute to a community in which members share a personal commitment to abiding by this Statement of Community Expectations.
- Membership in the Lakeside community is a **privilege, not a right**. Unwillingness or incapacity to live by these expectations is reason to evaluate the appropriateness of one's membership in the community.