



ATTENDANCE AND PARTICIPATION POLICY

The mission of The Einstein Program is to provide education and mentoring to underserved students to help them achieve success. The Einstein Program expects students and parents/guardians to actively participate and work toward educational and personal advancement.

The Einstein Program primarily engages students remotely through one-on-one, individualized learning sessions. Attendance at scheduled learning sessions is critical to student success. Punctual attendance demonstrates both commitment to the program and respect for the teacher who has scheduled the session.

Teachers will confirm all scheduled lessons with the student's guardian. A 24 hour and day of reminder will be sent to the guardian. **The Einstein teacher will wait ten minutes for student to enter. After 10 minutes the Einstein Teacher will leave the meeting and it will count as an unexcused absence. In the event of not appearing for two scheduled lessons, a \$25 lesson fee will be required to continue services. Parents and families will have up to 48 hours to make payment. Failure to make payment will result in the termination of services for the non-profit program. Upon re-entry to the program, for every unexcused absence thereafter, the fee will be doubled (\$50, \$100, \$200)**

Students are expected to show up to their scheduled lesson on time. A cancellation must be made 4 hours prior to a scheduled lesson. If a student shows up late to 2 lessons, it will count as 1 unexcused absence. Consistently rescheduling is not permitted and is subject to program removal.

The Einstein Program also expects students to actively participate in learning sessions, and to apply themselves to their schoolwork outside the program. The program will actively engage with students and parents/guardians to evaluate student needs, efforts, and progress. Lack of participation, effort, progress, and/or chronic tardiness may result in dismissal from the program.

ALL FUNDS COLLECTED WILL BE CONSIDERED AS DONATIONS AND GO TOWARDS OPERATING COSTS AND PAYING TUTORS TO THE EINSTEIN PROGRAM.

CODE OF CONDUCT

The Einstein Program accepts a diverse population as part of its mission and values all participants. Students and teachers should always exhibit respect for one another. The Einstein Program attempts to address behavioral issues through appropriate counseling with a goal of learning and personal growth. However, egregious and/or continued disrespect or behavioral misconduct may result in dismissal from the program.