



FICHE Policies and Procedures

FICHE provides support for our homeschooling community through social, cooperative, and educational opportunities so that we may be obedient to His Word by teaching our children His ways.

FICHE Membership is a privilege and should be respected as such. When we participate in activities, classes, and functions as members of an organized group, we represent FICHE, as well as, other home educators, through both our attitudes and behavior. For these reasons, this is our list of guidelines for our member families. These guidelines apply to all family members – parents, children, and alumni - attending any field trip, class, sports club, or other activity, as well as, any guest that may accompany them. (Based on Colossians 3:23-26.)

General Policies

No child under the age of 10 is to be left at any class or function without an attending parent. If parents are unable to attend a class or activity with their child, they have the option of making arrangements with another parent to be responsible for their child. Do not add this responsibility to the event coordinator.

No alcohol, tobacco, or vape is allowed is allowed. No profanity, offensive language, or offensive conduct is allowed. Adult smokers need to do so away from the event or activity taking place, such as the parking lot.

No displays of affection, public or private, will be allowed between unmarried individuals at any function. (Based on Ephesians 4:29-32.)

We believe that parents are the ultimate authority in their families, but we are many families with different philosophies on discipline. We ask that when discipline is necessary you do not make a scene. If more than a reprimand is needed, we ask that you take your child to a private area. (Based on Ephesians 6:4)

Facilities Procedures

Our group is greatly blessed with some local churches that are willing to open up their facilities for our use for a variety of functions. They only ask that we respect their God-given facilities as they do. When attending a class or function at any church or other public facility (libraries, etc.), please, keep this in mind.

Clean up after yourselves: Leave the church **BETTER** than you found it. Put tables and chairs back where they were before the function began. Sweep, vacuum, or take out trash, etc., if necessary.

Respect the facilities **BETTER** than your own home: Keep hands off walls. Do not tamper with pictures or posters. Do not “rough-house” in doors. Do not touch or go near the sound equipment. Stay off of the pulpit or stage area. Do not wander through halls or into other rooms. When parking, keep off grass and out of handicap spots (unless you have a permit).

If something is broken or out of order, or if something gets accidentally broken or messed up, tell the teacher or leader immediately. He or she will inform the church staff of the situation. If something breaks due to carelessness, the member may be required to help make corrections.

If you wish to organize an event or activity or such and want to use a local church, contact our FICHE church liaison, and he or she will schedule your event with the church of your choice. Do not directly contact a church for a FICHE event. Your cooperation with this provides only one contact person for the church staffs and helps us ensure that we do not over-extend any one church facility.



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Illness Policy

We strongly believe that the health of our families far outweighs the benefits of a few hours of socialization (or even education). It is for this reason that this policy pertains to all activities in all areas of the entire FICHE homeschool group. If any person has had ANY of these symptoms in the last 24-hours before any class or activity, please, do not let the ill person attend.

Fever Unexplained Rash Croup
Cold or Virus (cough, runny nose, sore throat, sneezing, etc.)
Any other contagious illness/ condition (If in doubt, please contact a doctor or nurse first.)

Additionally, If ANY person in your family has had ANY of these symptoms in the last 24-hour period, then NO member of the family may attend any class or activity. Please, be considerate of other families and keep these symptoms/illnesses at home.

Flu or Flu-like symptoms Vomiting Diarrhea, not related to diet
Strep Throat Viral or Bacterial Conjunctivitis (Pink Eye)
Any other serious contagious illness. (If in doubt, consult a doctor or nurse first.)

If you have questions or need clarification about symptoms, please ask the coordinator of the activity or event you plan to attend.

Dress Code Policy

Dress is to be clean, neat, gender-specific, and modest; no offensive dress will be allowed. Please, remember that modesty is to be portrayed by all adults/parents and students/children. The following explanations apply to both **gentlemen and ladies**:

Shorts must be at least knee-length (when standing)
NO visible undergarments – even when bending
NO writing on the back of jeans, pants, or skirts (except logos). NO offensive or profane words or pictures on shirts, jackets, etc.
NO bare midriffs – even in bending or when arms are raised
NO skin-tight pants, jeans, or shirts

Ladies must demonstrate additional modesty in these areas:

Developed ladies must wear appropriate undergarments; but they are NOT to be visible.
Skirts must be at least knee-length (when standing).
NO strapless, spaghetti-strap, halter tops or low-cut shirts without another shirt under or over them. Straps must be at least 2" in width. Blouses should be properly buttoned up unless worn with an appropriate undershirt. No shirts or dresses that are backless below the bra-line (as in mid-back).
Girls participating in PE, recess, or other active events should wear modesty bloomers or shorts under their skirts.
Leggings are considered legs not pants and, therefore, shorts or skirts meeting the above requirements must be worn over them.
High school Formal has a slightly altered dress-code which will be distributed each spring.



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Additional Field Trip Procedures

We need to be courteous, attentive and arrive on time so the teacher, leader, or host will be encouraged to welcome us and other homeschoolers in the future.

When participating in a field trip, class, or other activity, the child(ren) attending should be age appropriate to that activity. The child(ren) should be able to be attentive and follow directions so that they are not a distraction to the rest of the group or to our teacher or host. Please do not ask the teacher or leader to make a special exception in your case.

At the beginning of each field trip, the field trip leader will review the guidelines. It is the responsibility of each parent to follow and enforce the rules for their own family. If, for any reason, someone is not able to comply, the field trip leader will ask him or her to leave.

If a field trip, class, or other activity requires a fee in advance, each family is responsible for mailing or delivering the fee to the teacher or field trip leader by the deadline. Refunds cannot be given after the deadline.

If a member is unable to attend a field trip or activity they have pre-registered for, they must give 24-hour notice to the leader of that activity. In case of sickness or other emergencies, they are asked to give as much notice as possible.

While on field trips, children must remain with their parents. If not with parents, students are required to remain in the group setting at all times while attending the function. IF it becomes absolutely necessary for a student to leave the group while on a trip, the student should advise the trip leader of the need. Students are encouraged to use the "buddy system" when a real need to leave the group setting occurs. *(i.e., restroom trips, etc)*

Guests of the member family are allowed only if the teacher, leader, or field trip coordinator has been contacted ahead of time and **has** given their permission. Please, do not expect them to accept a non-member child without prior consent.



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Practical Procedures

All FICHE Members, new and returning, are required to read these policies annually, as well as, agree to abide by them throughout the year. This agreement is located on the membership form.

When disagreements or misunderstandings arise – that pertain to FICHE matters, the first step in Christian resolution is to go directly to the person(s) involved. If unresolved, the next step is to take another witness or two (*friend or leader*) and try again. If resolution is still needed, please speak with any FICHE leader for further assistance toward Christian resolution. At this point, all parties involved must meet individually for resolution with FICHE leadership. (Based on Ephesians 4:25-27 and Matthew 18: 16-17.)

To reiterate, FICHE Membership is a privilege and we strive to protect our conservative Christian values. Therefore, those with repeat or severe offenses will need to meet with some of the FICHE Administrative Council members to review and possibly revoke their membership status.

Please, keep a [record of these](#) policies and procedures for your future reference as the need may arise. If you have concerns or questions, feel free to contact any FICHE Founder, founders@fiche.org, or Administrative Council Member, admins@fiche.org, at any time.

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