

Part I: Your Parent/Legal Guardian Responsibilities:

1. Request and verify withdrawal of your student(s) from any previous public school after completing the student's Poudre River School (PRS) enrollment.
2. Keep all account information up to date, maintain PRS newsletter subscription OR an active membership in a PRS social media group/channel, add **info@poudreriverschool.com** to your email contacts or whitelist, and read all emails sent by Poudre River School.
3. Take full responsibility for the education of your student(s) and provide curricula, classes, or other programs as needed to ensure that each student receives a sequential program of instruction including, but not limited to:
 - communication skills of reading, writing, & speaking
 - mathematics
 - history
 - civics
 - literature
 - science
 - United States Constitution (7th grade and up)
4. Provide at least 172 days of instruction to student(s) each school year (inclusive of any days accumulated prior to enrolling with PRS).
5. **Report semester grades or a written summary** for each enrolled student twice per year, no later than January 15th and June 15th for fall and spring semester, respectively.
6. Ensure that your high school student(s) are on track to complete all requirements for graduation.
7. Verify that reported high school credits have been accepted toward a PRS diploma no later than June 30th of the school year in which they are reported.
8. Ensure that student(s) use the required eye protection during the activities listed in the state health & safety requirements.

Part II: Enrollment Policies & Procedures:

1. Enrollment is complete for each child when planned attendance has been submitted for that child.
2. Families must enroll each school year.
3. Tuition and fees are nonrefundable.
4. Tuition is based on the PRS school year of July 1st– June 30th and is not prorated if enrolling mid-year.
5. **If semester reporting is not submitted for any student by the due date**, or another agreed-upon date if an extension is given, enrollment for that semester becomes invalid and the entire family will be dis-enrolled from PRS, retroactive to the beginning of the semester.
6. Any family that is dis-enrolled due to failure to report may renew enrollment from their account page at full tuition. Note that enrollment closes on April 30th of each year, so renewal is not possible at the end of the year. Renewal includes enrollment from the renewal date forward only.

Part III: High School Credits & Graduation Policies:

1. High school students may be enrolled under the following two options:
 - "Standard" option: submit credits to PRS for approval toward graduation and diploma.
 - "Cover Only" option: submit semester summaries or basic grades without credits. (Student is not eligible for PRS graduation.)
2. Students enrolled under the "Standard" option must complete all PRS graduation requirements to graduate from PRS and be eligible to receive a PRS diploma.
3. Diplomas are not included in tuition and may be ordered separately after credit requirements have been met.
4. PRS may offer suggestions regarding courses and credits, but does not offer personalized counseling or planning of courses to meet graduation requirements.
5. PRS reviews and approves submitted courses and credits for accuracy and completeness. In some cases, additional information or documentation may be required for approval of credits. If PRS determines that submitted courses and/or additional documentation do not adequately demonstrate that a student has completed the PRS graduation requirements, the student will not graduate or be eligible to receive a diploma.
6. **It is the sole responsibility of the parent or guardian to verify that reported credits have been accepted** and applied toward PRS graduation no later than June 30th of the school year in which they are reported. This includes providing any additional information or making changes requested by PRS so that credits can be approved. Unapproved credits will be converted to non-credit grades after June 30th.
7. All final course grades must be entered and approved before a student can be officially graduated from PRS.
8. **A maximum of 2.0 early high school credits** will be accepted for students completing explicitly high-school-level courses during 8th grade. Acceptance of a course for early high school credits is solely at PRS's discretion. Standard enrollment is required for 8th grade students reporting early high school credits.

Part IV: General Policies:

1. PRS does not require or offer any testing or assessments. Parents who wish to test their children are welcome to file results in their children's PRS records.
2. Other schools may determine which credits they will transfer from a previous school. Schools may require placement testing for students transferring from homeschooling or a private school. Enrollment with PRS does not guarantee that a student will be placed in a specific grade if transferring to a public or private school.
3. PRS does not ascribe to any particular worldview or religion. Families of all backgrounds and beliefs are welcome to enroll in PRS. PRS shares varied information and resources with enrolled families, which may include religious and secular content.
4. Participation in PRS private social media groups and channels is a privilege and is not guaranteed as a part of enrollment. Members who violate the rules of participation stated in the group or channel will be removed and may be banned from PRS social media.
5. PRS may disenroll students if their parent or legal guardian violates any terms of this agreement.
6. The PRS privacy policy is available on the website at <https://poudreriverschool.com/privacy-policy/>
7. PRS reserves the right to deny service to anyone who violates any terms of this agreement.
8. PRS reserves the right to make changes to this agreement at any time to reflect policy changes or to provide clarity. PRS shall notify all enrolled families of any changes via email in a timely manner. Continued enrollment after any such changes shall constitute acceptance of these changes.