



CSSW Classroom Conduct Policy (For Students and Parents)

Welcome to CSSW Chinese School!
To provide a safe, orderly, and enjoyable learning environment, students and parents are expected to follow the guidelines below.

1 Class Time and Classroom Entry

- Classes begin at
 - 9:00 AM (Period 1), 10:00 AM (Period 2), and 11:00 AM (Period 3).
- Classroom doors open **10 minutes before class** and close **5 minutes after class begins**.
- Students may not enter the classroom before the teacher arrives.
- Students arriving more than **20 minutes late** must check in at the school office.

2 Classroom Behavior

- Show respect to teachers and classmates; remain quiet and avoid disruptive behavior.
- Toys are not allowed. Snacks may only be eaten during break time.
- Do not touch items or equipment that are not assigned for personal use.
- Repeated violations of classroom rules will be referred to the school office for follow-up.

3 School Facilities

- Take good care of school facilities; do not operate or move equipment without permission.
- Return all items to their original places after use.
- Please report any accidental damage to a teacher or the school office.

4 Parent–School Cooperation

- Parents are not permitted to enter classrooms during class time.
- If a student needs to leave early, please check out through the school office.
- Communicate with teachers in a respectful, calm, and constructive manner to support students' growth.

Thank you for your understanding and cooperation.
Let us work together to create a safe, supportive, and effective learning environment for all students.