



## Foreign Language for Youth Language – FLY Family Agreement

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Thank you for choosing Foreign Language for Youth (FLY) to teach your student a new language!

We are excited to partner with your family to enhance your student's learning. The following guidelines consider interests of the student individually and the class as a whole. We recommend you review these guidelines with your student before classes begin. If you have any questions about the following, please do not hesitate to call us at 425-420-2854 or send an email to [info@fl4y.org](mailto:info@fl4y.org). **To fulfill the registration requirements for your student, you will be asked to consent to the following FLY Family Agreement.**

**Preparation for a FLY Class:** Please find a quiet space without background noise or movement. Students must have a camera and speaker and keep their camera on during the face-to-face class without a virtual background. Please have the student watch the video and do the worksheet before the face-to-face class. The instructor will go over some of the content of the videos, however most of the face-to-face time will be used playing games and doing activities to further the learning in the video.

**Behavior in a FLY Class:** Students are expected to have positive behavior in our classes. FLY, respectfully asks all parents to consider the maturity level of their student prior to registration; as our unique academic program often contains students of mixed levels, grades and ages, unlike your average classroom setting. Students are expected to follow these classroom rules:

### **Show Respect for Others \* Work and Play Safely \* Try Your Best**

We strive to work with families when behavior becomes an issue, creating an Action Plan between the student, teacher and family, when necessary. **Students who have difficulties following these rules and consistently disrupt the goals of the class, can be removed from the program without reimbursement of tuition.** Providing us with your student's learning needs/preferences, prior to the class session will help our staff and teachers ensure your child will be set up for a successful program.

**Student Absences:** It is up to the family to make sure the student has access and is ready and prepared for each class. Students cannot make up missed classes, however, they are required to still watch the video, do the worksheet and turn it in. If your student will be absent from a class, please email us at [info@fl4y.org](mailto:info@fl4y.org). **If your student is absent three times without prior written notification sent to FLY, your student can be removed from the program without reimbursement of tuition.**

**Class Schedule:** We try our best to maintain classes as scheduled and advertised during the registration period. However, due to unforeseen events, class times and days may need to change. If we do not receive enough registrations to hold a potential class, the session will be cancelled entirely, and you will be refunded 100% tuition minus the registration fee.



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**FLY Class Cancellations:** If a FLY class must be cancelled, we will add another class to the end of the schedule to make up the lost time. We will contact you via email only for cancellations with more than 48-hours' notice. For cancellations within 48-hours of a class, we will make every attempt to contact you by phone and email with the contact information provided upon registration. FLY will follow up with a revised calendar via email.

**Presentation Days:** Each class holds a Presentation Day toward the end of the session. We invite all families, friends and other guests, to attend a Presentation Day, where students will have a chance to show off what they have learned. You will be notified of these dates.

**Photographs and Videos of Your Child:** For the safety of our teachers, students and the FLY Program, FLY records all online lessons. FLY uses our videos for internal growth and teacher training. FLY will not share videos, pictures, names, addresses, or any other information with any outside source. If FLY has deemed a picture or video of a student could be used for marketing or social media purposes, FLY will ask for written permission from the family first.

By registering your student, you agree to allow FLY to take pictures and videos of your student while they are in their language class.

**Vocabulary Audio Files or CDs:** We also offer optional audio files or CD (2 discs) to go along with our first level Spanish, French, Japanese, and Mandarin books, as well as, our second level Spanish. Each vocabulary word, dialogue and Total Physical Response is repeated three times in the target language. If your student spends time listening before bed or in the car, it helps them to learn and retain the language. CDs are \$20 and include shipping and handling. Order online here: <https://www.foreignlanguageforyouth.org/flyBuy> or mail a check to PO Box 1673, Edmonds, WA, 98020.

**Refund Policy:** FLY refunds tuition if requested 24 hours after your first class. A \$20 registration fee will be applied to all refunds. **Due to our small class size, there are NO refunds after the first class of the registered class session.**

FLY does not refund the cost of CDs or books, once delivered, due to the nature of these products.

In Partnership,

The FLY Team