

Voyagers Code of Culture

All who enter Voyagers are expected to uphold the standards outlined below.

Our Shared Commitment

At Voyagers, students, families, staff, volunteers, and visitors are 100% responsible for their behavior, communication, work, and character. We strive to act with **respect, kindness, accountability, and care** at all times while remembering we are all Children of God.

Core Values & Expectations

Be Safe • Be Respectful • Be Responsible • Be a Leader

These guiding principles shape all expectations at Voyagers. They include, but not limited to:

- Following directions the first time
- Keeping hands, feet, and mouth to oneself
- Respecting self, others, and property
- Doing one's best in attitude and effort

Everyone deserves to feel safe—physically, emotionally, mentally, and spiritually. Continued noncompliance may result in consequences or dismissal.

Schoolwork & Homework

Students are expected to complete work neatly, accurately, and fully. Work not meeting expectations will be redone.

- Homework is assigned Monday and due the following Monday.
- Unfinished classwork by Thursday becomes homework.
- Missing work receives a zero and is viewable online.
- Projects and reports follow assigned due dates.

Attendance

Students must maintain **95% attendance** to stay on track academically and participate fully. Families are responsible for making up missed work. Missing work from absences can be picked up when the student returns to school. Group projects or late work must be coordinated with the teacher.

Pickup and Drop-Off Procedures

Parents and guardians are expected to follow all traffic and safety laws during student drop-off and pickup. Designated areas are marked for drop-off only and for parking; parking is not permitted in fire or ambulance lanes at any time. Students may be dropped off beginning at **8:30 a.m.**, when teachers are on outside duty. Students arriving before 8:30 must be accompanied by an adult for safety. Afternoon pickup concludes at **3:25 p.m.** Families arriving after this time may

be charged a late pickup fee.

Conduct & Well-Being

Language

Words should build, not harm. Language that is degrading, disrespectful, racist, profane, inappropriate, or sexual in nature—including sexual harassment, references, or jokes—is not permitted. As well as irreverent use of names. We expect all communication to honor the dignity and personal boundaries of others. Ongoing concerns may result in consequences or dismissal.

Expressing Feelings & Emotions

Feelings are natural; responses must be appropriate for a school setting. Students who respond in unsafe, disruptive, or hurtful ways may require parent involvement and will be given an appropriate consequence. Continued difficulty regulating behavior may result in dismissal.

Bullying & Harassment

Bullying, harassment, intimidation, or repeated unkind behavior—whether physical, verbal, emotional, social, or online—will not be tolerated. Incidents will be addressed promptly with appropriate consequences, restorative support, and parent involvement.

Respect for Property

Students are expected to respect school property and the belongings of others. Taking or damaging property intentionally is not allowed. Restitution may be required in addition to appropriate consequences. Stealing, borrowing without permission, or intentionally damaging property is not allowed. Incidents will result in appropriate consequences and may require restitution and parent involvement.

Learning Environment

Clothing & Hygiene

Voyagers are expected to dress in **elevated casual wear**—modest, appropriate, and ready for learning.

- **General Guidelines:** No revealing, offensive, political, ripped, too short, overly tight/baggy clothing. No crop tops, graphic tees, hats, beanies, pajamas, sweatpants, workout attire, hoodies, blankets, or snuggies.
- **Fit & Length:** Sleeves required. Shorts, skirts, and dresses must reach mid-thigh when seated. No basketball shorts, jeans are acceptable.
- **Weather Readiness:** Students play outside daily. Jackets or coats (not hoodies) are required in rain, wind, or snow. Hats are okay while outside at recess.
- **Shoes:** Shoes must be secure (tied, buckled, zipped, or Velcro). No flip-flops, crocs, or slippers. Boots are encouraged for colder weather. Sandals are fine as long as they are secured to the feet.
- **Hygiene:** Maintain clean hygiene and avoid distracting hairstyles, jewelry, or clothing.
- **Exceptions:** Special dress days may be permitted at teacher discretion. Enrichment classes may require specific attire.

Field Trips & Off-Campus Activities

Field trips are considered an extension of the school day and are subject to the same Code of Culture expectations. Students must demonstrate safe, respectful, and responsible behavior in order to participate. Voyagers reserves the right to restrict or revoke field trip privileges if a student's behavior compromises safety or does not align with school values. Parent permission is required for all off-campus activities.

Daily Procedures & Logistics

Backpacks/Fannypacks/Cross-body bags/Satchels/Purses, etc. & Personal Items

All bags remain in classrooms during the school day. Students with life-saving medication may use a bag to keep it with them. Voyagers is not responsible for lost, stolen, or damaged personal items.

Cell Phones & Electronic Devices

Phones must be silenced and kept in backpacks during school hours, and while on campus before or after school. Smartwatches must not be used for calls or texts. Smartwatches used as phones will be placed in backpacks. Other devices (iPads, Kindles, etc.) must stay home unless permitted as a class reward. Improper use may result in confiscation; items must be picked up by a parent. Voyagers is not responsible for lost or damaged electronics.

Food & Snacks

- One snack may be eaten at designated times.
- Students must bring their own lunch; Voyagers does not provide meals.
- Food may not be shared due to allergies.
- Gum is not permitted.
- Birthday treats are optional but must be store-bought.
- Water bottles must have secure lids and straws that close.
- Cooking/baking lessons require prior parent notification.

Toys & Fidgets

Toys and fidget gadgets stay home unless earned as a reward. Breaks are built into the day to support movement and regulation. Voyagers is not responsible for personal items brought from home.

Prohibited Items

Voyagers reserves the right to confiscate items that disrupt learning, compromise safety, or violate school expectations. Confiscated items must be retrieved by a parent or guardian. Voyagers is not responsible for lost, damaged, or stolen personal items brought to school.

Health & Safety

Illness and Wellness

To help keep our school community healthy, students who have a fever, are vomiting, or are otherwise ill should remain home until they are feeling well and symptom-free. Students may return to school once they are able to fully participate in the school day. Families may collect any missed work once the student has returned to school. Keeping sick children home helps minimize the spread of illness and protects the well-being of all students and staff.

Medication

Medication is not permitted in classrooms unless prescribed for life-saving situations. Parents may administer medication during the day if needed. Please plan medication before or after school when possible.

Immunizations

Voyagers follows Utah law regarding student immunizations and health reporting. Under Utah law, “students may not attend a private Pre-K–12 school without certification of immunization, unless exempt for personal, medical, or religious reasons. Required immunizations are outlined in Utah Administrative Code R396-100 and Utah Code §§53A-11-301 and 53A-11-302.”

To help protect the health of our community, documentation of immunization or exemption must be on file prior to attendance. In the event of an outbreak of a serious communicable disease, (e.g., measles, mumps, rubella, whooping cough) students who are not vaccinated may be required to provide a note from a licensed healthcare provider before returning to school, if illness is contracted.

Emergency Procedures & Drills

Voyagers conducts emergency drills (fire, lockdown, evacuation, etc.) to prepare students and staff to respond calmly and safely. Students must follow directions promptly and respectfully.

Weather & Outdoor Play

Outdoor play is part of daily life at Voyagers.

- Indoor Play Conditions: Below 20°F with windchill, lightning, blizzards, heavy rain, poor air quality, or smoke. *Sometimes the sun is shining with no windchill below 20°F. Teachers are able to use discretion at these times.
 - Snow Days: Delays are considered before cancellations. Decisions are made case by case.
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Safety & Discipline

Physical Safety & Intervention

The safety of all students and staff is our highest priority. To maintain a safe learning environment, (an) adult(s) may use reasonable physical intervention if a student is engaging in violent behavior or is at risk of harming themselves or others. This may include separating individuals or removing a student from a classroom or activity. Such actions are taken only when necessary, using the least amount of force required, and always with the goal of protecting everyone's safety.

Discipline

Discipline at Voyagers is designed to teach responsibility, encourage growth, and support future success. Consequences are used as learning opportunities to help students understand the impact of their choices and to guide them toward better decisions.

Bullying, Harassment and Intimidation

Voyagers is committed to a safe and supportive learning environment. Bullying, harassment, intimidation, or repeated unkind behavior—whether physical, verbal, emotional, social, or online—will not be tolerated. Incidents will be addressed promptly with appropriate consequences, restorative support, and parent involvement.

Faith & Community

Prayer & Pledge of Allegiance

Each school day begins with prayer and the Pledge of Allegiance. Students are expected to be respectful during prayer and participate in the pledge. The teacher will lead if there are no student volunteers to lead.

Parent Service Hours

Families provide **20 service hours per year per household** or pay a **\$400 opt-out fee**. Service opportunities may include substituting, enrichment classes, lunch/recess duty, classroom support, and school activities. (This does not apply to homeschool and summer students)

Tuition, Fees & Fines

Timely payment of tuition and registration is required to maintain enrollment. Any outstanding fees or fines must be paid in full by the end of the school year.

Open Communication

Communication should always be respectful. Concerns should first be addressed with the classroom teacher. If needed, the Director or Voyagers Committee may assist.

Technology Use

School devices and internet access are for educational purposes only. Misuse may result in loss of privileges or dismissal. All students, faculty and staff will be required to sign a technology policy and agreement.

Online Conduct (off campus impact):

Online behavior, including social media use, that negatively impacts the school environment, student well-being, or staff safety may be addressed by the school, even if it occurs outside of school hours and on or off campus.

Media, Photography & Video

Voyagers respects the privacy and safety of all students. Student work may be shared for educational or promotional purposes. However, photographs or videos that include students—whether front-facing or not—will only be used with prior written permission from a parent or guardian. To protect the privacy of all families, parents and visitors may not photograph or record students other than their own without the explicit permission of those students' parents or guardians. This includes use on social media or personal platforms.

Additional Policies

- Translation: Voyagers provides resources, but families are responsible for arranging translators when needed.
- Animals: No animals on campus. Certified service animals that are trained to perform a specific task that have been approved through a recognized certification organization are welcome.
- Drugs & Alcohol: Not permitted on campus at any time; violations may result in dismissal.
- Gangs: Affiliation or participation is not tolerated.
- Threats: Any threats toward the school community result in immediate dismissal and possible legal action.
- Dismissal: Voyagers reserves the right to dismiss a student whose behavior consistently disrupts learning, compromises safety, or does not align with the school's values, expectations, and Code of Culture.
- Weapons: To ensure the safety of all students and staff, weapons of any kind are not permitted on campus or at school-sponsored activities. This includes, but is not limited to, firearms, knives, explosives, and any object used to cause harm. Violations may result in immediate dismissal and possible legal action.