

Mid-Ohio Christian Co-op

Teacher Orientation Quick Reference 2025–2026

Mission

A homeschool community seeking to glorify God by uplifting, encouraging, equipping, and supporting families as we disciple young men and women of character to influence the world for Christ.

Teacher & Helper Basics

- Must sign Statement of Faith, attend orientation, and have a current BCI/FBI background check.
- Two unrelated adults must be present in every classroom.
- Helpers assist with attendance, order, and student support.
- Teachers may not escort children to bathrooms; call a parent or hall monitor.

Classroom Expectations

- Respect church property; only use MOCC items.
- Cabinet space is shared. Store personal items in tubs or bring weekly.
- Return classrooms to original setup (photos inside cabinet).
- Stop class 10 minutes early for cleanup. Students may help.
- A teacher may refuse to accept a classroom until it is properly cleaned.

Discipline – 3 Strike Rule

1. Verbal warning (explain offense clearly).
2. Second warning – brief meeting after class with parent/guardian.
3. Parent called to remove student.

- After two removals, a parent must accompany the child.
- After three removals, the student may not return.

Emergencies

- Fire: Follow exit maps. Teacher leads, helper is caboose. Go to field behind playground for headcount.
- Severe Weather: Move to rooms without windows (bathrooms, Rooms 1 & 7). Stay until all-clear.
- Intruder: Lock/barricade if evacuation unsafe. Keep students calm & quiet.
- Medical Emergency: Call parent. Dial 911 if life-threatening. Do not move injured unless necessary.

Behavior & Safety

- Bullying: Zero tolerance. Intervene, separate calmly, report immediately, support the victim.
- Nursery/Preschool: Parents must sign children in/out. Teachers/helpers do not change diapers. Limit to assigned adults.
- Professionalism: Be punctual, ready, encouraging, and Christ-centered in communication.

Rosters, Fees & Refunds

- Rosters available online.
- No adding students outside official registration.
- Teachers are paid after fees collected (Sept–Nov & Feb–Apr, last Thursday of month).
- Refunds after drop date are at teacher discretion (except behavior dismissal).

✔ Remember: We are here to serve families and glorify God in all we do!