			LE: Ensign Learning Center				Packet Ref#		
			Model/App	: Ens	ign Learning Cent	er		D.10	
			PS: PKT: Policies and Procedures					1 of 1	
			Property	Policy					
			Property F	Policy					
Ensign Learning Center is a physical location Heavenly Father has provided for His people to gain their childhood education. It is to be									
taken care of inside and outside. Each individual, staff member, student, parent or guest who enters our property is responsible for caring									
for our property.	All equipment sho	uld be used prope	rly, kept cle	ean an	d always returned	to its rightful plac	e.		
A teacher is responsible for everything that happens in her class by her students and kids. Teachers will be instructed on how to care for our									
building and the equipment in our building. They will also instruct their students on how to care for our building and the equipment in our									
building. Any damages incurred by any student/personal child will be paid for by the teacher or if the teacher knows who has caused the									
damage can have the student/personal child pay for repairs or replacement costs. 100% supervision is expected at all times as a teacher									
and as a parent.									
As a teacher, you will have classroom procedures that will help students to appreciate and care for their classroom and all the furniture									
and curriculum in that classroom. You will have procedures for when a student is outside of their classroom and what is expected along									
with procedures when they are on the playground. All procedures will be to help students care for our property and use equipment									
properly.									
At the beginning of the year a teacher will sign a contract for all the equipment and curriculum in their classroom. Any damages done to									
furniture or equipment will be paid for by the teacher or (student) when it occurs. At the end of the school year any curriculum that is in									
poor condition or lost and needs to be replaced will also be paid for by the teacher or (student).									
Any damages need to be reported immediately to the Facility Manager. Any damages that are intentionally or accidental done by an									
individual, that individual will pay for repairs or replacement costs. That also means if your student or child caused any damages to the									
building inside or property outside they will be accountable for repairs or replacement costs.									
We should appre	ciate and care for	our building in ev	ery way po	ssible.					