

Dear Teacher and Vendors,

Thank you for teaching at FAITH homeschoolers. We are looking forward to our experience together as you help lead our children in their educational experience.

Please be advised of the following policies and procedures.

**Differentiate between teachers and vendors:**

A teacher in our program is defined as a parent who is qualified to teach a subject and has agreed to do so, on a volunteer basis.

A vendor is someone who is qualified to teach a subject either through education or experience, which is subject to approval, by the leadership team. This role is a paid position.

**Quality:**

We ask that all teachers and vendors involved in teaching our children consider their investment of time and energy. It is our goal to offer a quality program to those involved in order to assist and compliment the education our children are already receiving in their home environment.

**Fees:**

A teacher is required to set a materials fee for each class taught.

A vendor is required to set a fee to include both materials and teaching fee.

All money will be collected on registration day and distributed appropriately by the treasurer. If you have made arrangements with leadership to accept month-to-month payments from parents, the first month will be collected on registration day. The collections of the following months fees will be the vendor's responsibility, not that of the FAITH leadership team.

**Statement of Faith:**

As a Christian led program, all teachers and vendors are required to sign our Statement of Faith that will be provided for you.

**Child Care:**

During your teaching hours, childcare will be provided for children (infant to three years old) at no cost. If you choose to have your child participate in a class, proper registration and payment procedures should be followed.

Thank you again for your support in providing education opportunity for our children. If you have any questions, please do not hesitate to contact us.

FAITH's Leadership  
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Susan Plenge  
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