



Lions Light Academy
Training & Acknowledgment

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Clarity Without Burden

Effective: Fall 2026 | Version 1.0

Purpose

This document establishes a simple, clear framework for orienting teachers and volunteers at Lions Light Academy (LLA) and confirming shared understanding of expectations, authority, and responsibilities.

The goal of training at LLA is clarity, not burden—ensuring adults feel prepared, supported, and aligned.

This document works in conjunction with: Code of Conduct; Student Safety & Emergency Plan; Escalation & Discipline Policy; Teacher & Volunteer Expectations; Supervision & Room Operations SOP.

Training Philosophy

- Practical — focused on real co-op situations
- Clear — no guesswork about authority or procedures
- Lightweight — respectful of volunteer time
- Consistent — aligned with Phase 1 and Phase 2 policies

Training is not intended to be exhaustive or overly formal beyond what is necessary for safe and effective operation.

Initial Orientation (Required)

All teachers and volunteers are expected to complete a basic orientation before serving.

Orientation may include:

- Review of Phase 1 policies
- Review of Phase 2 expectations and SOPs
- Explanation of authority, escalation, and emergency roles
- Opportunity to ask questions

Orientation may be delivered in person, in a small group setting, or through written materials and discussion.

Ongoing Guidance

- Clarifications may be communicated verbally or in writing
- Expectations may be refined as needed
- Leadership will provide guidance when situations arise

Ongoing communication is preferred over rigid or overly formal retraining.

Acknowledgment of Policies

All teachers and volunteers are expected to acknowledge that they have:

- Reviewed LLA policies and procedures
- Understand their role and authority
- Agree to operate within established expectations
- Will escalate concerns appropriately

Acknowledgment may be completed in writing or electronically, at the beginning of each co-op year or as needed.

Accountability & Support

Acknowledgment is not punitive. Its purpose is to provide clarity, protect students, support teachers and volunteers, and ensure consistent leadership.

Leadership remains available to support adults in their role and to address questions or concerns as they arise.

Continued Participation

LLA reserves the right to require acknowledgment before continued participation, provide additional guidance or clarification when needed, and limit or discontinue participation if expectations are not upheld. Such decisions are made carefully and in alignment with the mission and values of Lions Light Academy.