

2017 Student & Parent Handbook



*St. Pius X Catholic School
50th Anniversary
By Ben Kessler*

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**A member of the National Catholic Education Association (N.C.E.A.)
Full Accreditation from the Michigan Association of Non-Public Schools
(M.A.N.S.)**

**A Member of the Catholic School System of the Diocese of Lansing,
Michigan**

An Integral Part of the St. Pius X Parish Community of Flint, Michigan

(Revised July 2017)

Dear Parents and Students,

Welcome to St. Pius X Catholic School. We appreciate the opportunity to work as partners with you the parents, the primary educators, for the academic, spiritual, and moral growth of your child. If at any time you have any questions, please feel free to contact the school office. We are delighted to have you join us as a member of our school family. The information contained in the St. Pius X Catholic School Parent-Student Handbook has been prepared to provide you with important information concerning St. Pius X School. The school policies and procedures were instituted to provide your child/children with a safe, comfortable, orderly Catholic environment in which to learn and grow. The administrators of St. Pius X School believe that parents are the primary educators of their children, and the teachers are here to assist with the development of the child. The framework established by the policies and procedures in this handbook will not cover every situation that might be encountered during the school year. Should a situation arise which is not covered under policy or procedure, the school administration will make the final interpretation and decision. Please review the contents of this handbook with your child. It is of utmost importance that the school and the home work cooperatively in following the policies and procedures listed in this handbook. Every child and parent will be asked to sign a statement that they have read and agree to follow the rules, policies and procedures written within this document. Parents should keep this handbook for future reference, to ensure an enjoyable and informed school year.

May God Bless You,
St. Pius X Catholic School Faculty and Staff

CATHOLIC PHILOSOPHY

St. Pius X Catholic School is permeated by faith in Jesus Christ. It fosters a Catholic atmosphere and encourages a strong partnership with all parents. St. Pius X Catholic School supports each child during a period of significant spiritual, physical, emotional, and intellectual growth from preschool through eighth grade. A strong Catholic foundation is developed through the teachings of the Gospel in order to recognize the Body of Christ in one another. St. Pius X Catholic School continually delivers a superior education that is both rigorous and relevant while maintaining the rich history and tradition of our Catholic faith. (July 2014)

MISSION STATEMENT

The mission of St. Pius X Catholic School is to provide superior academics in a joyful, safe, welcoming, Catholic, family environment. (January 2012)

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I. ACADEMIA & CURRICULUM

RULE 99: At any time the Diocese and St. Pius X Administration reserve the right to change and modify the handbook as needs arise. Parents will be notified of such changes immediately.

ADMINISTRATION

The pastor of St. Pius X Parish is ultimately responsible for St. Pius X School. The principal is the educational leader, manages the school, supervises teaching personnel, and along with the Diocese of Lansing determines the curriculum. Teachers excite, lead, and teach each student in faith and subject content areas. They are also called upon to assess students.

ADMISSIONS

No child whose parents desire to enroll him/her in St. Pius X Catholic School shall be denied admission on the basis of sex, race, color, national origin, or religious affiliation. Priority will be given to Catholic children. Non-Catholics will be accepted if the school possesses capacity for additional enrollees. In accordance with Title IX of the Educational Amendments of 1972, the school does not discriminate on the basis of sex in either its admission policy or its employment practice. The administrator shall be considered the coordinator for this title. The maximum class load is 32 students per room in Grades 4-8 and 30 students per room in Kindergarten-Grade 3. Deviations from this policy are reserved for the administrator under special circumstances.

Kindergarten Age Requirement:

By state law, children entering St. Pius X Kindergarten must be five years of age by September 1 of the current school year. Parents reserve the right to enroll their child at an earlier age; however release forms need to be signed in order for this to occur. These are found in the school office.

Kindergarten Registration:

Registration for Kindergarten begins in the month of February. All interested parents are invited to an open house where they will be presented with information concerning the Kindergarten program. There will be an opportunity to visit the classroom and ask questions of the Kindergarten teacher as well as the principal of the school. All children will be required to take a school readiness screening test. The results of this test will determine the school's recommendation for the child's placement. If a child is not recommended to be placed in Kindergarten the administration will notify the parents and a letter will be placed in the child's school file. A child may not be retested for one calendar year. Parents have the final say in the placement of their child into kindergarten. Pre-School teacher recommendations are also part of this process. Michigan school law requires that children be completely immunized before entering school for the first time. If they are not, they will be excluded from attendance at school.

Children with Exceptional Educational Needs

Children with exceptional educational needs requiring special class placement are accepted if their needs can be reasonably accommodated in the school. Initial enrollment should be on a tentative three month probationary period with the understanding that in the event the exceptional needs of the child cannot be reasonably accommodated by the school, the custodial parents or guardians will agree to enroll their child in another school system which can accommodate the special needs of exceptional children. Parents need to know that if they enroll at St. Pius X they are declining support from a current individual educational plan that their child may have. Ordinarily when a diocesan school cannot reasonably accommodate the exceptional needs of a child, a recommendation for special class placement should be made to the custodial parent or guardian by the principal, after consultation with the child's teacher(s). This recommendation will be either for special class placement within the Catholic school or referral to a public school. If the custodial parent or guardian does not accept the school's recommendation, it is expected that he/she will place the decision in writing. In some instances the custodial parent or guardian will be required to withdraw the child if the child's continued presence, in the opinion of the school personnel, would pose an undue hardship on the operation of the classroom/school, or poses a threat of harm to the student, other students, or school personnel.

Transfer Students:

All new students will be on probationary status for a minimum of six months from the first day of attendance at St. Pius X Catholic School. All new students and their parents will sign a Probationary Acceptance Form. All transfer students will be required to take an admissions test. This test will allow the administration and teachers to gauge the students' skill level. Students transferring from another school, public or private, must make arrangements with the other school to forward records to St. Pius X Catholic School. State law dictates that parents must sign a release form for a student's records at the school from which the student is transferring. Students transferring to St. Pius X Catholic School will be admitted only after application forms and tuition arrangements are completed; report cards, test scores, and educational data are reviewed (SPX Admissions Test); behavioral and study habits deemed acceptable. Any student transferring from another Catholic school in the Diocese must have fulfilled all financial duties owed to that school and/or parish before the transfer can be completed. Families owing tuition at another Catholic school will be refused admission to this school until those obligations are met. Registration will not be finalized until records have been reviewed by the principal and the parents and students have signed the Probationary Acceptance Form.

VIRTUE & ACADEMIC WORK

To better clarify the scoring of our new virtue grading system, the teachers have put together some scoring language to accompany your child's report card. Please look over this scale when reviewing your child's grades.

Clarification: We are not "grading" virtues; we are reflecting student behavior as we always have, whether a student is exceeding, meeting, approaching, does not meet expectations. We continue to grade academics from the view point of student knowledge but work habits/virtues is based on students' outward display of behavior – not their internalization of what each virtue is and whether they are "virtuous" in their life.

Grades K-8 are graded on the virtues of prudence, temperance, justice, and fortitude. The scale is below.

Virtue and Work Habit Scale:

4=	Exceeds Expectations
3=	Meets Expectations
2=	Approaching Expectations
1 =	Does not meet Expectations

Home assignments are part of the school program and may require parental supervision to promote neatness and accuracy. Parents should provide a regular time and definite place where home assignments are to be done. Parents are not expected to help their children excessively, but parental interest goes far in encouraging a child. Home assignments are given regularly. Lesser amounts, if any, are given on weekends and during holiday vacation periods. Students need to provide some kind of protective book bag to take home books. Hard back books should have covers. Students are required to make up all possible assignments missed because of absence. It is the student's responsibility to see his/her teacher about the assignment to be done. In general, they have the number of days they were absent (plus one) to make up the work.

HOMEWORK

Homework is given to students in grades 1-8. Its purpose is to reinforce the concepts learned during the day and/or for purposes of research, reading, and extending knowledge. Reading should be part of each evening, even if a child has no other reported homework. A child is expected to study for tests. Homework should usually be based on the following:

Grade 1: 15-20 min., **Grade 2:** 20-25 min., **Grade 3:** 25-30 min., **Grade 4:** 30-45 min, **Grade 5:** 40-45 min., **Grade 6:** 45-60 min., **Grade 7/8:** 60-75 min.

CURRICULUM

St. Pius X School follows the course of instruction issued by the Catholic Diocese of Lansing, Michigan, in both materials used and time allotments per subject. Pertinent information regarding updating or modifying curriculum will be shared regularly through the weekly or monthly newsletters or through various meetings and scheduled in-services. Each year a main area of study is

reviewed, evaluated, and updated. Updated curriculum guides are found online as well as in the teacher's classroom. The following classes are offered to our children under basic curriculum: Religion, Reading, Writing, English/Language Arts, Spelling, Handwriting, Mathematics, Algebra, Science, Spanish, Social Studies, Music, Art, Computers, Library, Band

STANDARDIZED TESTING & PERFORMANCE ASSESSMENTS

In accordance with the Diocese of Lansing's Office of Education policy, students in Grades 3-6 are required to be tested each year using the NWEA standardized assessment tool. The results of these tests will be shared with parents at a convenient time. Students in Grade 7 and 8 will use the ACT ASPIRE TEST as the standardized assessment tool. Students entering Kindergarten will be required to take the Brigance Readiness Test. Grades five and eight will take the Diocesan Religion Test in the spring. Students in grades K-8 are also given a math and reading assessment to determine academic growth within a school year. Chapter and unit tests are given in many subjects in grades 1-8. Other means of assessment are used to "test" the knowledge/skill a student has gained. These may include, but not be limited to, projects, models, research/writing papers, demonstrations of a skill, verbal identification, and oral reports.

REPORT CARDS

Report cards are issued four times a year at the end of each quarter. The report cards are sent home with the students in envelopes and parents are asked to sign the envelope and return them to school. The final report card is not issued to a student if there are outstanding financial obligations or if school textbooks, library books, or athletic equipment is not returned. Formal parent teacher conferences are scheduled twice a year. If a parent desires a conference outside of the scheduled times, the parent should contact the teacher through email, the office, or a note to the teacher. Arrangements will be made for a conference before or after school. Midterm reports are sent out for students in grades 3-8. This gives the parent/guardian an idea of what the child has been doing for the first part of a quarter.

GRADING SYSTEM

Students in Preschool-Grades 2 receive a skills report card with performance listed as such:

B-BEGINNING: Identifies key concepts presented

D-DEVELOPING: Demonstrates evidence of skills

M-MASTERY: Exhibits understanding of material in isolation

A-APPLYING Extends concept to higher level application

NY-NOT YET INTRODUCED

Grading Scale 3-8

100-92% A 91-82% B 81%-72% C 71-62% D 61%-below
(percentages are not marked below 50%)

Philosophy of grading

Weighting of formative and summative student work and how it affects grading -

Zeros:

- Missing assignments entered as 0% really comments on the behavior of organization, not level of student knowledge;
- recommend to use a factor of percentage within an E (61-50%)

PERMANENT RECORDS

According to the Buckley Amendment of 1975, the parent/guardian or student age 14 or over, is permitted to inspect and review educational records relating to the student. If this is a necessity, please make the request in writing. The records can usually be made available within twenty four hours. These official records contain the academic transcripts, academic testing, and health records. Only the contents of the official file are transferred with a child.

PROMOTION AND RETENTION

Continuous promotion through the grades is the standard for students who are making steady academic progress. A recommendation for retention in a grade would be made only after a thorough study of the child's needs and the involvement of parents, teachers, specialists and the school principal. If a child fails one subject for two quarters, the subject is failed. If a child fails three subjects on the final semester report card within a year, they would need to make up the failed subjects before being promoted. If a child is promoted against the recommendation for retention made by the professional teaching staff, the parent will be asked to sign a statement that they realize the transfer is against the advice of the staff. If a child has not mastered the subject matter they will be assigned or transferred to the next grade, rather than promoted.

HEALTH AND PHYSICAL EDUCATION

Physical Education is an integral part of the instructional program. All children will be required to participate unless a doctor's certificate is presented. If on a particular day your child cannot participate, please send a signed note to your child's teacher or the physical education teacher. A daily note will be satisfactory for up to three (3) physical education periods. After that time, a doctor's statement is required. Students are expected to have tennis shoes and gym clothes for class. For the safety of students, all jewelry must be removed before physical education classes.

FIELD TRIPS

Field trips planned with an educational objective are permitted and are privileges afforded to students. All field trips are supervised by classroom teachers. Parents are frequently asked to help share the responsibility of supervision. All field trips follow the suggested policies issued by the Office of Education, Catholic Diocese of Lansing, and students can be denied participation if they fail to meet academic or behavioral requirements. The designated, signed parental permission slip returned to the classroom teacher is mandatory for each field trip in order for students to participate. Chaperones may be asked to accompany the students to assist the teacher with supervision. Whenever feasible, bus transportation will be used. If a private passenger vehicle must be used, a Volunteer Driver Information Sheet must be completed and placed on file with the administrator. The minimal acceptable liability limit for privately owned vehicles is \$500,000. **Chaperones both in and away from school will be required to be background checked as a school volunteer and overnight chaperones are required to be background checked as a school employee which requires you to pay for the fingerprinting.**

DRESS CODE

Administration may need to make adjustments as issues arise. (No logos on any clothes at any time); this includes shorts during the warmer season.) Students in grades K through 8 are required to follow the school dress code as follows: **WE DO NOT HAVE A UNIFORM. WE HAVE A DRESS CODE.** Please adhere to the language below and keep all price tags/receipts if you are unsure. The school is not responsible if you purchase incorrect clothing.

Mass Days: We ask that kids wear their white shirt on Mass days. This symbolization of unity and purity will be a nice touch for our school. In no way is it required that students wear white on Mass days, but it is being suggested as a nice way for us to prepare for those special days. No Jeans on Mass days.

Pants: Navy blue or khaki dress slacks or corduroy slacks. No more than two front pockets and two back pockets. Pockets cannot have flaps. **Dress slacks have simple to no pocket stitching, simple to no seam stitching and no designer labels.** No “Cargo style pants. No external pockets. No pocket stitching on the sides and bottom of pockets. **It is understood that many pants nowadays have a stitched logo and this will be reviewed over time. Please work with the school to keep pant logo’s subtle.** In grades 2-8 pants with belt loops need a plain brown, blue or black leather belt. Uniform style dress slacks have been found at Flynn O’Hara (www.flynnohara.com), Target, JC Penney’s, Wal-Mart, etc. **If you purchase clothing in a store that advertises the style as a uniform style, it might still be considered unacceptable for our school dress code, so please save your receipts- this is a parent responsibility.**

Shirts: A plain navy, white, or bright orange golf style button down polo shirt. Girls may wear the peter pan style uniform shirt (The peter pan shirt for girls and the polo shirts can be long or short sleeved but contain no snaps or pockets). All shirts must be long enough to be kept tucked into the pants at all times. No designer logos or, colored collar stitching, or frills are allowed. Only solid white undergarments may be worn under a school uniform shirt. Long sleeve shirts may not be worn under short sleeve shirts. Shirts may not be form fitting. The uniform style golf shirt can be found at many retailers such as Flynn O'Hara (www.flynnohara.com), Target, JC Penney's, Wal-Mart, etc. **If you purchase clothing in a store that advertises the style as a uniform style, it might still be considered unacceptable for our school dress code, so please save your receipts.**

Sweatshirts: All St. Pius X crew neck sweatshirts of appropriate size may be worn. Hoodies may be worn, but they may NOT BE WORN TO MASS. A uniform shirt must be worn underneath sweatshirts. **Starting the 2017 school year, all middle school students may wear Powers Catholic Sweatshirts/Powers Catholic School wear that are normal school colors.**

Sweaters: A plain, white, orange, or navy blue crew, cardigan, pullover or vests are acceptable. A uniform shirt must be worn underneath sweaters.

Jumpers/skirts: Standard uniform jumpers or skirts may be worn. The plaid may only be the blue/gold plaid from French Toast also called the classic navy plaid color from Land's End. Other companies may also carry this plaid color style. Girls may also wear khaki or navy blue jumpers, skirts, scooters and skorts. A uniform shirt must be worn. Plaids not in color with our dress code colors are not allowed. Skirts may be no shorter than two inches from the top of the knee cap. See photos below.

Belts: A belt must be worn if a child is in grades 2-8. Belts need to be plain with no imprinting or excessive holes all the way around the waist. A weaved leather belt is acceptable. A blue, brown or black leather belt is allowed. **No fabric belts are allowed.**

Shorts: Navy blue or Khaki dress walking shorts, Capri style, or "Cargo style" shorts. Shorts may be no shorter than two inches from the top of the knee cap. Shorts may be worn August, September, May and June. No designer logos on any clothes at any time; this includes shorts during the warmer season.

Shoes: School type shoes or tennis shoes, laced and tied should be worn. Heels should be less than one inch. Sandals with a back (and socks) may be worn in assigned months only. Boots and backless shoes are not allowed in any style at any time.

Socks: Socks may only be **SOLID** white, black, or navy. Tights may only be solid white or navy. No yoga pants, jeggings, or leggings. No multi-colored

socks or tights are allowed. Socks or tights must be worn at all times. On dress up days, girls are allowed sandal type shoes and socks do not need to be worn.

Hats: Hats are never worn in/at school with the exception of “hat day.”

Appearance and Grooming:

No body piercings, visible tattoos (real or fake)

Make-up is allowed and should be applied in such a way as not to distract from the learning of others. No excessive make-up

Earrings- small size, no long, dangling ones. Boys-no earrings.

No distinctive or distracting hair styles, colors, or haircuts- this includes feathers, mohawks/fauxhawks, hair carvings and excessive amounts of beads in hair.

A simple chain worn under the shirt is OK.

One ring per hand. One bracelet per arm.

Heavy chains and numerous rings on one or both hands are not allowed.

Hats, head coverings are not to be worn inside any building.

Parents are asked to **mark clothing** with a Sharpie style marker. Most shirts and sweatshirts look alike and are easy to lose, especially when changes are made for PE or sports activities. Parents will be notified of future dress code changes

Gym clothes: Students in grades 6-8 change clothes for gym class. A tee shirt and walking shorts should be worn. Shorts must not be shorter than two inches above the knee. Not acceptable are short shorts, cut offs, tank tops, halter tops, sleeveless t-shirts, spaghetti straps, backless tops, etc. At no time may bare skin around one’s middle of the body be showing. No tight Yoga pants, jeggings or leggings.

Jean Day:

Jeans, sweat pants, (without holes exposing skin), dress shirt or T-shirt with sleeves with appropriate pictures/designs may be worn. No cut offs, tank tops, halter tops, spaghetti straps, backless tops, etc... At no time may bare skin around one’s middle of the body be showing. The rule in the dress code regarding skirts being no shorter than two inches above the knee is enforced on these days too. Students cannot roll their sleeves or tighten their shirts on jean days. **No yoga pants, jeggings or leggings.**

Athletic Shirts/jerseys:

Grades 5-8 may wear their team shirt/jersey on the day of a game. If the game is on Saturday or Sunday, the team shirt may be worn on Friday. A school dress code shirt must be worn with the jersey. Shirts must be tucked in at the waist.

Scout Uniforms: Scouts may wear their scout uniform on the day of the scout meeting. No hats.

Dress up day, Sacrament days, graduation: On these special days students may wear “dressier” attire: a dress, skirt and blouse, shirt with a tie. Not allowed on dress up days are jeans, jean skirts, shorts or skirts more than two inches from the kneecap, sleeveless blouses, halter tops, tank tops, spaghetti straps, backless dresses, etc. At no time may one’s midriff be showing. On dress up days, girls are allowed sandal type shoes and socks do not need to be worn.

III. SCHOOL DAY

SCHEDULE OF THE DAY

Our school day begins at 7:50 a.m. and ends at 3:05 p.m. The first bell will ring at 7:50 and the tardy bell at 7:58. The school calendar must consist of 1098 hours of instruction. Occasionally, a half day of instruction is scheduled with dismissal occurring at 11:30 a.m.

ARRIVAL AT SCHOOL

The school day begins at 7:50 a.m. Children are expected to remain out of doors before this time unless the weather is such that they need to be inside (rainy, low temperature, wind chill, etc.). Children walking to school or those who are transported by cars should plan their departure so that they do not arrive at school before 7:40. Parents are asked to follow the drop-off/pick-up map that they received on orientation day. The first bell will ring at 7:50. This means that students must be in the classroom ready to work by 7:58. The tardy bell rings at 7:58. All children on the grounds before/after school are expected to follow all ordinary school rules regarding the use of the playground and rules of respect and courtesy. If your child needs to arrive before 7:30, please make arrangements for use of the extended care program.

ATTENDANCE

If a child needs to be kept home from school because of illness, please call the school office (235-8572) between 7:30 and 8:15 in the morning to inform us of the absence. You may leave a message on the answering machine. Students who are kept home in the morning because of illness may be sent back to school at any time during the day providing the child has fully recovered from any symptoms and can participate in all the classroom activities. (A fever must be gone for 24 hours before returning to school.) A written excuse to the teacher is a courtesy when a child has been absent from school or is coming in late. A student arriving after 11:30 is marked absent for half of the day.

Currently, there is no unified policy in the State of Michigan regarding truancy. It has been left to the discretion of the individual school districts to decide what the definition of truancy is, and whether or not to alert child social services. All schools within Genesee County, public or private, have created a unified policy through the office of the Honorable Duncan Beagle of the Genesee County 7th Circuit Court. Here is the precedent that was set by the diocese:

1. When student has missed 5 days in a semester without any legitimate excuses, (doctor appt., illness, death in family, etc.) we send a letter to the parent explaining the importance of attendance and follow up with a phone call or meeting.
2. When student has missed 8 days in a semester without any legitimate excuses, (see above) we send a letter and we set up a meeting to discuss with the parent that attendance is vital, and there can be no more missed days. We also let parents know that if this continues we will have to contact the Truancy Officer for the County.
3. When student has missed 10 days, contact Lara Clark, Truancy Liaison Officer for the Genesee Intermediate School District. Her number is 810-591-4409. She will meet with the family to explain the significance of the situation and try to get them on the right path.
4. When student has missed 15 days for the year, student and parents must appear before Judge Beagle. Students and parents are assigned to a case worker for 3-9 month program to be determined by the court.
5. If the program doesn't work:
 - a: Children 12 and under: Child placed in foster care and parents face jail time and fine.
 - b: Children 12 and over: Child faces juvenile probation and possible placement in juvenile correctional facility, Either way, child will receive a criminal record.

TARDINESS

A tardy note is written each time he/she is tardy. Excessive tardiness will be dealt with in a manner regarding the specific circumstances for the tardiness. Time from excessive tardiness will be made up during the noon recess or after school hours. The first bell will ring at 7:50. Students are expected to be in their seats, ready to begin the class, by 7:58. Students will be marked tardy after 7:58. Tardiness will exclude a child from receiving a perfect attendance award. Tardiness will be dealt with in the following manner:

Grades K-2: A child marked tardy 5 times in a quarter will receive a phone call home to inform the parent of the situation.

Grades 3-5: A child marked tardy 5 times in a quarter will serve an after school detention with the teacher for 30 minutes.

Grades 6-8: A child marked tardy 5 times in a quarter will serve an after school detention either on a Tuesday, Wednesday or Thursday for an hour.

LUNCH PROGRAM

Our school participates in the National School Lunch Program which means we serve a very nutritious lunch and families have an opportunity to receive free or reduced lunches. Parents will be notified of menus through the school's monthly newsletters. Lunches will be \$2.75 if a student pays by the day or has to charge. After 10 lunch charges, the student will be provided with a jelly and/or peanut butter sandwich for lunch until the charges are paid.

DISMISSAL

Students are asked to leave the school building immediately at the time of dismissal. No child will be kept after dismissal time unless the teacher has arranged with the parents for the child to stay. Dismissal for buses will be from the front parking lot. Students are expected to walk to the buses and load one at a time without pushing or fighting. Dismissal by cars will be from the back parking lot. All cars must exit off of Austin's Parkway. Cars should be parked in time for the 3:05 dismissal. No car may leave the lot before the teacher in charge lowers the flag and indicates the area is clear for car dismissal. Any child who is not picked up by 3:20 will be taken by the teacher on duty to the front office. All children should be picked up by 3:30. If a child is still on the grounds at 3:30 they will be sent to the extended care program and the parents will be billed accordingly.

EARLY DISMISSAL

If a child needs to be dismissed early due to a dental or doctor appointment, the parent must send a note with the child explaining the reason for the release, the time the child should be dismissed, and who will be picking up the child. Students being dismissed early must be picked up in the school office and a parent, guardian, or designated adult must sign them out. All appointments, if at all possible, should be made for after school hours.

No student may accept a ride with another adult unless prior written/verbal parental permission is received in the school office. (This does not refer to car pools, but a ride that is out of the ordinary.) Students may not ride the bus unless they are registered for the bus. Exceptions are made occasionally if it is agreeable with the bus company and a parent note is received from the parent of the child who will accompany another child home and the parent of the child who usually rides the bus.

OFFICE TELEPHONE USE AND MESSAGES

The school telephone is for school business. Calls from students to parents for lunches, books, school work, etc. are discouraged. The school secretary, principal, or teacher will call in cases of emergency or if there is a change in schedule. During the day, messages of major importance for students from parents must go through the school office. The office will notify the child's teacher who will inform the child. Class disruptions will be kept to a minimum.

TRANSPORTATION

Parents registering their child/children may need to call the bus transportation offices to see whether they qualify for bus service. The Carman-Ainsworth Community School District provides bus transportation for children residing in their school district. The Flint School System may provide bus transportation for students who live more than one and a half (1 1/2) miles from school. Parents may need to contact the City of Flint for further information. MTA service is

available for a fee. All bus students are to remain seated during the entire bus trip. They are to follow all of the St. Pius X School rules. No items may be thrown out of the windows nor may students talk or shout out of the windows. If there are serious infractions of the rules, the bus driver usually notifies the school administrator. Continued disobedience on the bus or a refusal to follow directions given by the driver may cause a student the loss of the privilege of riding the bus to and from school. Children are expected to follow all school rules and expectations while on the bus. Specific bus rules, bus discipline, and penalties are the responsibility of the transportation offices and will be supported by the school. If your child should experience any problems with his/her schedule, route, or driver, please contact the school office so that it can be dealt with properly OR contact the Bus Transportation Office personally.

VACATIONS

Every effort should be made to schedule family vacations on non-school days. It is impossible to repeat the experiences and interaction that happen within the classroom. It is not always appropriate or possible to assign work prior to instruction. Several days in advance you may request class work and assignments that will be missed, and the teacher will do their best to provide the work ahead of time. It is the student's responsibility to make arrangements with the teacher for obtaining and submitting makeup work.

IV. HEALTH & SAFETY

ASBESTOS

In accord with AHERA (Asbestos Hazard Emergency Response Act), St. Pius X School conducts an periodically, of all friable and non-friable asbestos containing materials in the building. The Asbestos Management File is located in the rectory office and is available upon request.

CONFIDENTIALITY

Teachers will keep confidential information entrusted to them so long as no one's life, health, or safety is at stake. Parents will be promptly notified of teacher concerns.

EMERGENCY PROCEDURE INFORMATION

The secretary or designated person will administer first aid for minor injuries. First Aid supplies are available in the school office. If it becomes necessary to send your child home because of illness or injury, the school will call home first. If there is no answer, we will refer to the Emergency Procedure Information Card for your recommendations. Make certain that you have returned a copy of this information to the school at the beginning of the school year. Be sure that the school office is informed and notified of any changes in telephone, cell phone numbers, places of employment, address, or your choice of physician

throughout the year as they may occur. It is most important that the information you provide to us is current and accurate. Every effort shall be made to contact parents/guardians in the event of a medical emergency. Should contact not be possible, a local paramedic unit will be summoned and the child will be transported to an emergency facility previously identified by the child's family.

EMERGENCY DRILLS

St. Pius X School is required by Michigan law to conduct a minimum of six fire drills, 2 lockdown drills and 2 severe weather drills during the school year. Students are taught fire safety procedures regarding our buildings, including alternate routes of exit to ensure the safety for students and adults in evacuating the building in case of a fire or other emergency.

EMERGENCY SITUATIONS

Tornado Warning- During a tornado warning, school will not be dismissed until the warning is officially cancelled. Students will be released only to the care of parents or guardians and only through the school office.

School Closure due to Weather- School closings are decided by the administration of the school.

Activities Cancellations- When school is closed because of weather conditions, all school activities are cancelled including after school and evening activities, i.e. athletic practices, games, meetings, scouts, dances, field trips, etc.

Emergency Situations Information- For emergency school information turn your television to ABC Channel 12 (WJRT).

Building Evacuation- In the event that the St. Pius X school building would need to be evacuated; the students would be relocated to the Flint Early Childcare School across the parking lot from our school

Crisis Management Plan- A crisis management plan is on file in the office.

HEALTH ISSUES

Each student entering St. Pius X School for the first time must present an official notice from the Health Department or a doctor, stating that all immunizations are up to date.

Frequent hand washing is encouraged to stop the spread of germs.

In consideration of others in your child's classroom, we ask that you please note the following:

- Fever, stomach ache, vomiting, headache and persistent hacking cough are some of the reasons to keep a child home from school.
- If a child has vomited the evening before, during the night or had a fever, do not send them to school for at least 24 hours.
- If head lice are suspected, please do not send your child to school. Notify the office, and follow the treatment recommended by your pediatrician. **A child may not return to school until the parent delivers their child to the office to be inspected first to determine there are no**

nits, and all the necessary treatments in the home have been performed.

(Urge your child not to use someone else's brush, comb, hat, scarves, hair accessories, etc.)

- Cases of contagious diseases must be reported to the school office. If your student is diagnosed with scabies, chicken pox, measles, strep throat, scarlet fever, fifth disease, or any other communicable disease, please notify the school office.
- If your child has allergies that are significant enough to warrant accommodation in the school setting, a written evaluation from the allergist, with any recommendations that the doctor may have, must be in the school office. Please notify the teacher before the beginning of school.

MEDICAL SERVICES

Diagnosis and treatment of illness and the prescribing of drugs and medicines are not the responsibility of the school and are not to be practiced by any school personnel unless authorized, as specified below. Without written authorization the school may not provide students with aspirin or any other medication. (Medication includes both prescription and non-prescription medications, and includes those taken by mouth inhaled, injection types (epi-pen), and those applied as drops to eye, or nose, or applied to the skin.)

Please note:

- All medication must be brought by a parent/guardian to the office with the parent's note of authorization (forms are available in the office).
- No over-the-counter medication will be allowed, unless a doctor's written authorization is submitted or unless specific permission is given by the administrator.
- All prescription medication must be in the original bottle with student's name on it and written parental permission submitted.
- Ordinarily medication will be distributed by the school secretary and witnessed by the principal, teacher, office aide, or religious education personnel. A log of medication administered by school personnel will be kept in the office.
- No dosage or time of administration changes will be instituted except by written instruction from the physician after the initial request.
- Parental/guardian request and physician's instructions must be renewed annually, or more often, if necessary.
- Prescription and medication supply renewal is the responsibility of the parent/guardian.
- Cough drops must also be accompanied by a parental medication note. These must be dropped off in the school office. The teacher will distribute them to the child as the parent/guardian has indicated.

If a child has a medical condition whereby adjustments need to be made within the school setting, a doctor's note should be on file. Please inform the teacher and school office at the beginning of each school year.

NON-CUSTODIAL PARENT

In the absence of a court order to the contrary, St. Pius X School will provide the non-custodial parent with access to academic records and other school information regarding his/her child. If there is a court order specifying that there is to be no information given, it is the responsibility of the custodial parent to provide the school with an official copy of the court order. Parents may wish to furnish the school with a copy of the custody section of the divorce decree. This information will also help the school in determining when, if ever, the child can be released to the non-custodial parent. In family situations in which a student does not reside with both biological parents, it is the responsibility of the families to share their child's academic records with one another. Families can also access grades on-line for students in grades 3-8. The school does not make additional copies of information for separated parents that are available electronically to all parties.

PESTICIDES

As part of the Diocese of Lansing's pest management program, pesticides are occasionally applied. Usually the ICI pest control company comes to St. Pius X School on the first Wednesday of each month. You have the right to be informed prior to any other pesticide application made to the school grounds and buildings. A notice will be placed on the front door when applications are given. In certain emergencies, pesticides may be applied without prior notice, but you will be provided notice following any such application. If you need prior notification, you must complete the "Pesticide Prior Notification Request" by the end of the first full week of school. Those who request notification will receive the information through email. If you do not have email, we will send the notice with the oldest child.

SMOKE FREE BUILDING

St. Pius X School and school grounds are smoke free areas.

V. DISCIPLESHIP & DISCIPLINE

CLASSROOM CONDUCT

All students enrolled in St. Pius X School are expected to show respect and consideration for the rights and property of others. The classroom teacher is responsible for establishing and maintaining discipline for children under their supervision. Any student who cannot conduct him/herself properly may need to see the administrator. If there is no improvement over a given time, a conference will be arranged with the parent and/or guardian of the child.

St. Pius X School is to be a safe place for all individuals who learn and work within its structure. Therefore, the following is expected from each child:

- **Respect.** Students speak kindly to each other and to all adults and respect rules.

- **Kindness.** Students show care and concern for each other. There can be no fighting, put downs, taunting, bullying, making fun, gossiping, name calling, sarcasm.
- **Attention.** Students listen when the teacher is talking and when another student is speaking. Generally speaking, students will raise their hand to be recognized.
- **Obedience.** Students are expected to follow the classroom and school rules at all times.
- **Pride.** Students are expected to present work that gives them a sense of pride.
- **Responsibility.** A student is responsible for the weekly and monthly communications between home and school, and coming prepared to class with needed homework, books and supplies.

LOCKERS

One locker is assigned for each student in grades 4-8. Students are expected to keep the locker orderly and clear. It should be cleaned out regularly. Discipline slips will be given out for messy lockers.

LUNCHROOM EXPECTATIONS

Each student is expected to obtain his/her lunch, sit down at a table designated for the grade level, and eat. Students should exercise courtesy to the lunchroom staff and monitors. They should eat properly, (mouth closed for chewing, not touching other student's food, etc.). All food and drinks are to stay in the lunchroom. Fast food lunches may not be brought to the school. No microwaves are available for the students. If you are packing a cold lunch, please provide your child with the needed utensils. Inside voices should be used. Students are allowed (weather permitting) to go out of doors for a period of time. During colder weather, students are encouraged to wear clothing that is warm and suitable for the season. **UNLESS THE TEMPERATURE DROPS BELOW 10⁰ DEGREES, THERE IS OUTSIDE RECESS.**

PLAYGROUND EXPECTATIONS

The following rules will be in effect when the students are out of doors during the lunch time or in the morning before school.

1. Unless students have a signed note to stay in because of illness, they are to remain out of doors during their lunch time recess. The school administrator, along with the lunch time playground supervisors, will determine whether the students stay in or go out.
2. Students will show respect for each other and all playground supervisors and follow instructions given by staff.
3. Students will settle differences peacefully.
4. Students will not use inappropriate language.
5. Physical or verbal abuse, put downs, name calling, or bullying, will not be tolerated.

6. Students are not allowed to leave school grounds at any time during their lunch time.
7. Rough play, tackling, interfering with others' games and playing keep away games are not allowed.
8. Fighting will mean automatic exclusion and the administrator will be notified.
9. Throwing snow, stones, woodchips, dirt, or anything else that would endanger someone is not permissible.
10. Students using the swings may not stand on them. Only one person per swing.
11. Backsides only on the slides. Walking up them or going down head first is taboo.
12. No climbing up the slide or walking/standing on top of the monkey bars.
13. Students taking out any type of equipment must return them to the equipment chest.
14. Only nerf balls and balls made of soft material will be allowed.
15. No toys, CD/DVD players, hand held games, dolls, trucks, trading cards, skateboards, dangerous equipment, etc. should be on the school grounds.
16. Students in older grades will be asked to stay off of the play sets if they are too rough on them.

SERVICE

Service is one of the strong elements of our Catholic Faith. Students are encouraged to participate in various types of service throughout the year. Parents should encourage their children to do service under the following recommended hours: Kindergarten-1/2 hour; Grade 1-one hour; Grade 2-two hours, etc.

SPIRITUAL GROWTH

The integration of religious truths and values with the rest of life is brought about in the Catholic school not only by its unique curriculum, but more importantly by the examples of home life. The religion and morality taught in the school will be imbedded in the values and Christian atmosphere of family life. Every child enrolled at St. Pius X School has regular religion classes and partakes in daily prayer activities. A specially planned all-school liturgy is celebrated most Wednesday mornings at 8:15 a.m. There will be times when the school will have a special prayer service. Parents, grandparents, and friends are always welcome to join the school for prayer. Special activities and prayers will emphasize the liturgical life of the year. The Rosary will be prayed in October and May; Stations of the Cross will be prayed in Lent. The Sacrament of Reconciliation will be offered at least twice a year. Students are required to learn prayers at each grade level according to the diocesan guidelines.

SCHOOL EXPECTATIONS

1. Be respectful, courteous, and cooperative at all times and in all places.
2. Maintain regular and punctual attendance.
3. Comply with the uniform dress code.
4. Follow directions the first time given.
5. Keep hands, feet and objects to self.
6. Use proper language. No profanity, vulgarity, indecent language or gestures, or unacceptable slang will be permitted.
7. Proper subject matter will be utilized. Violence is not allowed in speech, action, play, drawing, or art.
8. Be kind to everyone. (Fighting, intimidation, bullying are examples of unkindness.)
9. Stay in designated area.
10. Walk in the building on the right side of the hallway unless directed otherwise by the teacher.
11. Maintain a low voice level at all times.
12. Use all materials, equipment and property appropriately and with care.
13. Consume all food and drink in designated area. Candy, gum, pop, etc. are not permitted without teacher/principal permission.
14. Receive permission through the office to leave school grounds.
15. Keep the following items at home: cell phones, radios, CD/DVD players, electronic equipment, games, trading cards, toys, stuffed animals etc. unless they have been requested by the teacher for a special project or a special day.
16. Keep excessive amounts of money at home.
17. This list does not preclude other generally accepted school/classroom procedures and rules.

REWARDS FOR KEEPING EXPECTATIONS

1. Positive self esteem.
2. Pride in one's work/actions.
3. Small awards, recognitions, gifts.
4. Compliments.
5. Positive referral to parent and student.
6. Free time.
7. Sitting next to one's friends.
8. Extra recess time.
9. Extra computer time.
10. Extra reading time.
11. Assist a younger child.
12. Free dress day
13. Homework pass

HOT LINE FOR SCHOOL VIOLENCE (1-800-815-TIPS)

A code of discipline is established to maintain order and safety for all students and school personnel, to create a positive learning environment and to promote pride in St. Pius X School. The essence of Christian discipline is self-discipline. Students are expected to act in such a manner that their behavior reflects the values and principles of the Gospels and the teachings of the Catholic Church. Students are expected to show consideration to all persons who are members of the educational community and contribute to an atmosphere conducive to learning. (Diocesan Policy # 5131)

The essence of Christian discipline is self-discipline wherein a student is brought to awareness that true freedom and the ability to direct one's actions responsibly are synonymous. In order to assist the student to achieve such discipline, clearly stated expectations and responsibilities are necessary. Respect for the dignity of the student precludes the use of corporal punishment as a means of seeking adherence to the rules and regulations of the school. (Diocesan Policy #5144)

Students at St. Pius X School are expected to conduct themselves as courteous, respectful, and cooperative Christian young people at all times. This implies that respect and cooperation are to be shown to all teachers, school personnel, bus drivers, parent supervisors and volunteers, coaches, other students, visitors to the school/parish, and parent leaders of extracurricular programs, i.e. athletic events, scout troops, field trips, dances, etc.

The Code of Discipline applies to all school and school sponsored programs and activities, whether held on school/parish property, or at another location. The Code of Discipline is based on policies and guidelines established by the Diocese of Lansing.

Serious infractions, insubordination, persistent discipline problems, or exceptional cases of misbehavior are referred to the principal. In general, classroom teachers handle the discipline of the class.

All parents are expected to be knowledgeable of the Code of Discipline and support the school in the enforcement of discipline. All students are to know and comply with the Code of Discipline. If a student or a parent is aware of a serious infraction of the Code of Discipline, the student or parents should contact the teacher or principal immediately. The responsibility of ensuring a safe school is the responsibility of faculty, administration, students, and parents.

BEHAVIORS OF LEVEL 1 DISCIPLINARY ACTION

1. Lack of respect, courtesy, cooperation.
2. Action not in accord with Christian values and principles. Use of inappropriate language (name calling, teasing, vulgar or crude language, bullying).
3. Use of physical violence (pushing, tackling, tripping, kicking, pulling).
4. Disruptive behavior.
5. Cheating, stealing.
6. Misuse of property, equipment, other materials.
7. Not in compliance with school dress code.

8. Not in designated area.
9. Littering.
10. Loud voice level.
11. Having food/toys/games without teacher permission.
12. Having toys deemed dangerous or otherwise inappropriate.
13. Not in compliance with general school/classroom rules.
14. Bringing unacceptable items onto school/parish property (cigarettes, alcohol, drugs, and weapons).

LEVEL 1 DISCIPLINARY ACTION

Level I disciplinary action is handled in accord with the classroom discipline plan and is the responsibility of the homeroom teacher. Classroom discipline plans are sent home at the beginning of the school year for parents' signature. The classroom discipline plan may be amended during the year for an individual student, or for the class as a whole, with parent notification. Level 1 disciplinary action will include one or more of the following measures:

- Verbal warning
- Notification of parents
- Conduct referral form
- Apology to appropriate person(s)
- In class time-out/detention
- Removal from class for time out/detention in another classroom
- Removal from other students at lunch/recess
- Loss of privileges (i.e. recess, special events, field trips, sports, etc.)
- Detention-before/after school, or during special classes/events
- Teacher-student conference
- Behavioral contract with parent notification
- Persistent warnings result in a conduct referral
- Four conduct referrals in a quarter result in a student/parent/teacher conference with a signed behavioral contract

This list does not preclude the use of other strategies or approaches, which are reasonable and purposeful. As with all policies and procedures, the school administration reserves the right to make final decisions in any given situation.

BEHAVIORS OF LEVEL II DISCIPLINARY ACTION

Serious misbehavior, as evaluated by the principal or designee, is disruptive to the educational process and will be dealt with immediately. Although not an inclusive list, the following are examples of misconduct, which will result in level II disciplinary action, up to, and including suspension or expulsion:

- Defiance of authority, i.e. persistent disobedience, disruptive behavior, violation of school rules, disrespect for school personnel-during/after school hours, and either on/off school property
- Indecent Conduct, i.e. actions/language considered to be indecent, obscene, immoral, vulgar, swearing/profane language, lewd or

suggestive remarks or sounds, remarks with sexual or demeaning implications, inappropriate physical contact (touching, pinching, patting, brushing the body, etc.) possession or circulation of pornographic material, sexual jokes, poster, cartoons, etc.

- Use, possession, threat, or distribution of illegal materials, i.e. tobacco products, alcohol/drugs, weapons, firearms, materials/chemicals that could cause physical/property harm
- Offensive physical/verbal actions, i.e. threatening, bullying, harassing, or intimidating others, fighting/threat of physical harm, defacing property/vandalism/theft, throwing snow/ice balls, stones, etc., false alarm, threat or any report indicating danger to safety of persons/school/parish, cheating, gambling, gang activity
- Misuse of technology
- Criminal actions reportable to local police department
- Attendance violations, i.e. repeated tardiness, truancy, walk-out, closed campus violation
- Accessing or observing others accessing an inappropriate web site or using software inappropriately will result in a 3 day suspension

LEVEL II DISCIPLINARY ACTION

Level II disciplinary actions include one or more of the following measures with parent notification:

- 1-10 day detention (before/after school, during lunch/recess, special events, activities. etc.)
- 1-10 day suspension from classes or the school
- Loss of privileges, i.e. school events, extracurricular activities, restricted lunch/recess, etc.
- Community/school service
- Student/Parent/Principal conference with a signed behavioral contract
- Behavioral probation (for a designated length of time)
- Expulsion

This list does not preclude the use of other disciplinary actions and measures. As with all policies and procedures, the school administration reserves the right to make final decisions in any situation. In the event of an alleged serious misconduct, the student will be removed from class/school for a minimum of one day so that an investigation can be made by the school administration. This will insure the safety of the student body while investigating the validity of the accusation. (Based on Administrative Regulations of Diocesan Policy #5131-C) In the event that a student threatens or inflicts harm/violence on self or others, the following steps will be taken:

- a) All threats, verbal or written, will be taken seriously.
- b) Such incidents will be reported to the principal immediately.
- c) If a threat is deemed life threatening, for the first offense, the parent will be called and the seriousness of the offense

discussed with the parent and student. An appropriate disciplinary method will follow.

- d) Should a second offense occur, the student will be suspended pending a psychological assessment? The school needs professional assurance that the child does not present a danger to him/herself or others at the school.
- e) The principal shall notify the Director of Instructional Services.
- f) The principal shall inform the parent of the child whose life has been threatened that they have the legal right to file a police report regarding terroristic violence. Terroristic violence is a criminal offense.
- g) All appropriate measures regarding care for all students will be taken.

ALCOHOL AND DRUG POLICY

Student use, possession, distribution, sale, or being under the influence of alcohol, illegal drugs, controlled substances, “look alike” drugs, steroids, or possessing drug paraphernalia on any school premise (home or away) is strictly prohibited. Minimum penalty for violation of this policy will be suspension from school; however, violation of this policy could result in permanent exclusion from school. Law enforcement officials may be contacted upon initial investigation and verification of the violation.

BULLYING

Bullying is defined as a pattern of abuse over time and not isolated or a singular incident. It is a level II violation. The common thread involves a student being “picked on”. Bullying may consist of direct and/or indirect behavior. Bullying may consist of the following: physical contact, written, extortion, electronic transmissions, verbal threat, teasing, put downs (including ethnic or gender based remarks), extortion of money or possessions name calling, taunting, intimidation, threatening gestures, action, cruel rumors, false accusations, social isolation.

Intervention:

1. Upon reported incident, each student involved will be asked to explain the situation (individually and then possibly together); students may be asked to write about the situation; parents may be notified; consequences may be issued.
2. If bullying continues, a meeting will be scheduled with the student and his/her family; consequences will be outlined; behavior will be monitored and documented.
3. If bullying persists, the student may be excluded from recess or sports; may be suspended or expelled from school.

SEXUAL HARASSMENT (Diocesan Appendix L)

The Diocese of Lansing absolutely prohibits sexual harassment of any kind in the work place. Unwelcome sexual advances and verbal or physical conduct of a sexual nature will be considered sexual harassment. Sexual harassment may include explicit sexual propositions, sexual innuendo, suggestive comments, sexually oriented “kidding” or “teasing”, “practical jokes” about gender-specific traits, foul or obscene language or gestures, display of foul or obscene printed or visual material, and physical contact such as patting, pinching, or brushing against another’s body. A substantiated charge against a student or staff member in the Diocese of Lansing shall subject such person to disciplinary action.

STUDENT SUSPENSION (Diocesan Policy #5114)

Each school, realizing its obligation to the students, must extend every reasonable effort to assist students to adjust to the social and academic requirements of the school environment. Decisions to suspend should follow only after other means of motivation have failed and/or attendant circumstances of crime, scandal, morality, or disruption necessitate this extreme disciplinary action. In reaching such decisions, consideration must always be given to the welfare and Christian development of the individual student and the practical, common good of the entire student body.

STUDENT EXPULSION (Diocesan Policy #5114.1)

Expulsion shall be defined as the permanent dismissal of a student from the school. It shall be enacted only as a last resort after other means of motivation and correction have failed and/or attendant circumstances of crime, scandal, morality, or disruption necessitate this extreme disciplinary action. If a student’s misconduct is judged to be serious over a period of time, and he/she has failed to cooperate with the school authorities-or in an emergency situation where a single incident is extremely grave, the principal may affect an expulsion, following the steps listed. Any expulsion will involve: 1) Prior notice to parent/guardian of the general nature of the punishable offense and the violation; 2) Referral to the Diocesan Superintendent or his/her delegate; 3) Notification of an appeal process.

THREATS

A threat is a statement that one makes, either written or verbal that could cause harm to another. Statements such as, but not limited to, the following will be considered threats: “I am bringing a gun to school.” “I will kill you.” “I’ll beat you up after school.”

VANDALISM (Diocesan Policy #5131.5)

Students and their parents shall be financially liable for any damage to property under the jurisdiction of this board as may be intentionally inflicted by students. This liability applies to items such as, but is not limited to: books, supplies, equipment, buildings, and grounds.

WEAPONS (Diocesan Policy #5131-C)

Students participating in school, religious education, or youth ministry programs are prohibited from bringing weapons into school or parish buildings, onto school or parish premises or in the immediate vicinity of the school or parish; at school, religious education or youth ministry sponsored activities; onto a school bus or enroute to or from school, religious education or youth ministry programs. Violations of this policy render the student liable to immediate expulsion. State Law requires the expulsion of students who possess a dangerous weapon on school/parish property, (including a bus) or at school activities, or who commit arson or rape in a school or on school grounds. A “dangerous weapon” refers to a firearm, dagger, dirk, stiletto, knife with a blade over three inches in length, pocket knife opened by a mechanical device, (switch blade), iron bar, or brass knuckles, items that when thrown can cause injury (B-B’s, pencils). This law (P.A. 328) provides for the permanent expulsion of students who violate its provision. The expulsion is mandatory, meaning the school must expel the student. Michigan law does provide for possible reinstatement after a certain time period. If the student is in grade six or above, the student may be readmitted after one hundred eighty (180) school days. If the student is in kindergarten through grade five, reinstatement is possible after a ninety (90) school day suspension. It is important for parents and students to know that the expulsion applies to all Michigan schools. A student cannot be admitted to any public school in Michigan during the expulsion period.

VI. ATHLETICS

SPORTS PROGRAM

All students in Grades 5-8 may participate in the school’s athletic programs:

-Girls basketball (grades 5-8), Boys tackle football (Grades 5-8), Girls cheerleading (Grades 5-8), Boys basketball (Grades 5-8), Girls volleyball (Grades 7-8), Boys baseball (Grades 5-8), Girls softball (Grades 5-8)

Students involved in the school’s sports programs must pass a physical examination and maintain satisfactory school work and conduct. Health forms can be obtained from the school office. Students may be suspended from a sport by the administrator or a coach due to difficulties regarding academics, attitude, or conduct. Usually the student is to be given one written warning before the suspension is enacted. And all parties will be notified of this warning; however, the suspension policy can be enacted without warning by the administrator for any serious offense. If a child is absent from school due to illness or vacation, he/she may not participate in practice or game on the day of absence. Attendance at a family funeral with a written note to the office is an exception. If school is cancelled due to inclement weather, all school activities, including practices and games, are cancelled for that day. A schedule will be given to each participant regarding practice times and all players are expected to attend all practices. A reason for missing practice should be given to the coach. Coaches are responsible for the students in their care and will remain after practice with

the team members until they have a ride home. If practices are not scheduled directly after school a student must go home and return to school, or be signed in for extended care (at parent's expense). Coaches are responsible for signing their players out of extended care. The school will not provide transportation for student athletes; Parents/guardians are responsible for transporting the student athlete to and from practices and games. Should problems arise over something that occurs in our athletic program, please follow the grievance procedure outlined below:

1. Start with the coach. Discuss your concern with a view toward resolution.
2. If a solution is unable to be reached, call and speak with the athletic director.
3. If the matter is still not resolved, speak with the school administrator.

SPORTS CONDUCT

All coaches, parents and students who participate in sports or support or participate by support as spectators must maintain Christian conduct. Anyone exhibiting unchristian like conduct will be asked to leave the premises and may be banned from future sporting activities. All should remember:

“Winning is for a day, sportsmanship is for a lifetime.”

“Adults are guests at our children's events.”

SPORTS ELIGIBILITY

Athletes must be present at school on the day of a game and attend at least half of that day in order to be eligible for that games day. At the beginning of the season the athletic director or principal will prepare a list of students participating in a given sport. This in turn will be given to the teachers involved with that group of students. Each Friday, the teacher will be asked to complete a report on the students' conduct/attitude, effort and academic grades. The reports will be based on an athletic eligibility form not an electronic grade system.

- A student must maintain good behavior and moral conduct as defined in our virtues program. All areas will be considered including hallway behavior, playground, latch key, computer, music, art, physical education and library.
- A student must maintain a “C” overall average in grades for ALL subject areas. A D or below in any subject will automatically disqualify the student for the following week.

The athletic director will give the completed report to the principal who will compile a list of ineligible students for the following week. Administration will inform the parents and the athletic director will inform the coaches. The week will go from Monday-Sunday evening. (The Friday reports will take effect the following Monday.) Students will be able to practice with the team but may not participate in any game until the following Monday, (that is, if the next report

has shown improvement.). A parent, working together with the teacher, may decide that the best course of action for his/her child is to withhold the child from a practice or game because of insufficient effort or poor conduct. If this is the case, the parent needs to speak with the coach/athletic director.

VII. COMMUNITY

COMMUNICATION

A monthly newsletter and calendar will be distributed at the beginning of each month. This will contain the important happenings throughout the school year, give policy changes, dates of events, and concerns. If a parent has not received the newsletter by the first of the month, they should ask their child for their folder and/or call the school office. Parents are responsible for the knowledge communicated through email and the newsletter. Because the principal and teacher often have meetings and duties before/after school, it is requested that you arrange for an appointment either by phone or in person with the teacher/principal as the need arises. If a parent wishes to contact a teacher or the administrator, he/she may call the school office to arrange for an appointment. The teacher, principal, or secretary will get back to you to set up the date and time for the meeting. A weekly folder with student papers, academic/behavioral comments or concerns will go home most Fridays. The folder should be signed and returned to school the following Monday.

PROBLEMS AND CONCERNS

If a social, behavioral, academic or any related concern develops regarding a child, it should be handled at the lowest possible level. The following procedure should be followed:

1. Contact the teacher to discuss the concern.
2. If, after a conference with the teacher, the problem has not been resolved, then the parents should contact the principal. All parental concerns will be given courteous consideration and careful investigation by the principal and teachers, and a satisfactory resolution will be sought.
3. If contact with the teacher and the principal has not resulted in the matter being satisfactorily resolved, parents may appeal to the pastor.
4. In the event that the aggrieved party is not satisfied with the decision at the local level, an appeal may be made to the Chairperson, Department of Education and Catechesis, Diocese of Lansing. (Diocesan Policy 2450b)

THE ST. PIUS X PARENT TEACHER ASSOCIATION

St. Pius X PPTA was formed to bring a closer relationship between the home and the school. They are also responsible for a major part of our fund raising initiatives. Parent involvement with the school will help maintain the best spiritual, moral, mental, and physical education possible. Membership is open to parents whose children attend or will attend the school, the school faculty and

staff, and any other adult interested in furthering the aims and objectives of the PPTA. Activities and meetings are scheduled and parents will be notified in advance of the dates, places, and topics to be discussed.

FUNDRAISING ACTIVITIES

St. Pius X School operates financially from the tuition that is paid by each family, from contributions from parishioners, from the generous subsidy given to the school by the parish, and from “extra” contributions given to the school. These funds supply maintenance of the buildings, salaries for employees, school textbooks, and the various essentials that directly apply to education. It is also necessary for the school to have various fund-raising projects throughout the year to help supply the enrichment materials that enhance basic teaching. The St. Pius X Parent Teacher Association and the school administration organize and sponsor these annual fund-raising activities and projects. Parental cooperation and support are necessary for success and are greatly appreciated.

VISITORS

Visitors are always welcome to St. Pius X School. If you wish to be an observer in a classroom please check with the teacher and set up a time for the visit. Because of safety concerns, every visitor must check in and out at the office. If it is necessary that a parent brings articles of clothing, lunches, forgotten homework for a child, the parent is requested to leave them in the office where they will be distributed at an appropriate time. Students are not permitted to bring friends, younger brothers or sisters, visiting relatives, or pets to the regular school class without receiving permission from the teacher and the office several days prior to the day of the visit.

DANCES

Dances may be held for the students in seventh and eighth grade. Some dances are open to students from other Catholic Schools. A student may bring a friend from another school only if one of the parents will be at the dance as a chaperone and take responsibility for the child. All St. Pius X School rules are applicable to dances sponsored by the school. All parents must come into the dance room to pick up their child. All students **must** be picked up by a parent or designated adult. They may not walk to any eating establishment or other building. Appropriate dress is required. Shirts must have at least a 2 inch strap from front to back with no middle showing. (No short shorts/skirts, tight fitting clothing, or off the shoulder clothing, etc.)

VIII. MISCELLANEOUS

EDUCATION COMMISSION

Ongoing Christian education and evangelization is the mission of the education commission. It is the responsibility of this commission to initiate and implement formal educational programs within the parish, the community and the home.

These educational programs will serve to: foster a greater awareness of our Catholic faith among the youth of the parish, encourage and assist adults in taking an active role in educating our Catholic brothers and sisters, and encourage a daily sharing of our knowledge and commitment to our Catholic faith. The Education Commission is not a governing body of the school.

FINANCIAL OBLIGATIONS: TUITION, FEES

Tuition is determined by the Parish Finance Council each year. Tuition covers only a small portion of the costs to educate a child here at St. Pius X School.

Parents will be notified immediately in that tuition has become delinquent and that continued nonpayment will jeopardize student attendance.

If tuition is still delinquent 60 school days after it was due, the student may no longer be permitted to attend classes unless a meeting has been arranged with the school office to explain the situation and plan to get financially caught up. At 90 days, which marks the semester end, students with families delinquent in tuition will be disenrolled from the school unless payments are made. The parents, upon suspension of their student(s) from school for non-payment of tuition, have the following options: (A) Pay the tuition, (B) Request tuition assistance, (C) Appeal in writing to the Pastor and/or principal in cases of hardship. The pastor and principal will meet to review the appeal. The student whose account remains in arrears will continue to be denied access to classes until they act upon the appeal. We reserve the right to turn any delinquent account over to small claims court or a collection agency.

A nonrefundable registration fee is required in the spring when a student is registered to attend St. Pius X School. On school orientation day in August, a non refundable general fee will be collected. This fee will include payment for books, supplies, and technology fee. The rates for registration, general fee and tuition are set in April. A schedule of fees will be available at this time. If a student transfers in/out during the year, the family is responsible for the payment beginning/ending that particular month. The tuition will be pro rated based on the month the child moved in/out of St. Pius X School. Before records are sent to a requesting school after all tuition and fees must be up to date or arrangements made with the business office. Report cards, diplomas, and awards may be withheld if fines, fees, and/or tuition are not paid.

Payments for field trips, lunches, fees, etc. are accepted in the form of personal/business checks, cash, money orders, or cashier's checks. When a personal or business check is returned by the bank for any reason (insufficient funds, closed account, stop payment, etc.) the school will charge an additional \$10. Repayment of the returned check plus the additional charge must be made with cash, money order, or cashier's check. The school will not redeposit a personal/business check.

LOST AND FOUND

Lost and found items are usually put in containers in the hallway across from the teacher's lounge. Items that are not claimed after a reasonable time are taken to the St. Vincent de Paul Society or other area charity.

PARTIES/CELEBRATIONS

The classrooms will have a Halloween and Valentine Party. Room parents may be asked to help coordinate and all parents may be asked to contribute items for the party. Students at school do not exchange gifts with each other for Christmas. For a child's birthday, a simple treat may be provided; one single serving, easy to distribute, item drink. No slurpies, pizza, cakes, ice cream cakes and no high energy drinks, please. The parent is asked to provide whatever will be needed to distribute the birthday treat (napkins, plates, cups, eating utensils). It is a courtesy to contact the teacher regarding the best day and time for the treat. Neither balloons nor flowers may be sent to the child at school. If a party is planned for your child, party invitations may not be distributed at school unless all the children in the grade receive one. Exceptions to this policy are if only boys are being invited or if only girls are being invited. Addresses are available through the school list distributed at the beginning of the year.

PARKING LOT DROP OFF

Afternoon pick-up for grades K-8 is located in the back parking lot. No car may leave the premises until all children have entered a vehicle **AND THE FLAG IS LOWERED**. Children are not permitted to exit the front of the building unless riding a bus or if their parent is in the lobby waiting for them. Students are prohibited from exiting the building through the front doors while their parent waits in a car for them.

PICTURES AND YEARBOOK

School pictures will be taken once a year, usually in the fall. Purchase of these pictures, on a pre-pay basis, is optional. A school yearbook, with pictures of all students and various groups, is available for order on a pre-pay basis. Pictures of students are occasionally used for articles in the local newspaper and on the internet. In the newspaper, student names are used. On the internet, full names are not used. If a parent/guardian does not wish to have his/her child's picture in the paper or on the internet, a written notice must be presented to the principal by the end of the first week of school.

RETREATS

Students preparing for the Sacraments of Reconciliation and Eucharist may have scheduled required retreats.

SCHEDULING OF ACTIVITIES

If a parent is in charge of an extra curricular event and the use of a school room is required, arrangements must be made with the principal and teacher whose

room will be used. If the use of the library, community room, church or parish center is required, the event must be scheduled in writing through the parish office.

SCRIP S.P.I.R.I.T. (St. Pius Income, Raising It Together) Program

The S.P.I.R.I.T. program is an effort to increase funding for various programs without any cost to you, the parent. Coupons can be purchased for many stores, restaurants, and gas stations. You pay for what you need and get that value in coupons for your shopping. The school gets a percentage. The program costs you no extra money. It takes only a little time to order the coupons and pay with them. Ask for details from the office or a Home School officer. The family using the program will receive 60% toward tuition and the HSC will receive 40% of the profit.

STUDENT COUNCIL

The purpose of the student council is to teach student leadership and to help promote a positive spirit and cooperation among the student body. To be a student council officer a student must be an 8th grader. To be a classroom representative for grade 6, 7, 8 a student must be a member of that class. In order to qualify to be nominated for a position as a student council officer or classroom representative a student must:

1. Write a letter to the Student Council Moderator requesting to be nominated for a position as a student council officer or representative. Include your gifts, ideals, dreams for a better St. Pius X School, how you would lead.
2. Present two letters of recommendation: One from a teacher, another from a non-family adult. (Student Council moderator may not write a letter of recommendation.)
3. Show evidence of community service.
4. Have a “2” average in conduct, attitude, effort from previous grade and be able to maintain a “2” average in conduct, attitude and effort.
5. Have a “C” average in academic areas from previous grade level and be able to maintain a “C” in academic areas.

The above items will be reviewed by the moderator, another non junior high teacher, the principal and if possible a high school student council member. A student will be notified if they are not eligible to be a member of the student council.

6. Campaign among members of the 6th, 7th, 8th grade classes.
7. Prepare a 1 ½ minute speech to the junior high grades with your qualifications for the office.
8. Be able to accept defeat and graciously support the elected officials.

Guidelines for continuing eligibility as a Student Council Officer or classroom representative:

The student council moderator will prepare a list of students who are officers or representatives of the student council. This list will be given to the principal and the teachers involved with that group of students. Each week, the teacher will be asked to notify the principal if a student does not meet the conduct/attitude, effort and academic guidelines.

- A student must maintain a “2” average in conduct/attitude and effort. All areas will be considered including hallway behavior, playground, latch key, computer, music, art, physical education and library. In the area of effort, any missing assignments will lower the effort grade. Any “4” will automatically disqualify the student for the following week
- A student must maintain a “C” overall average in grades for the major subject areas: Religion, Reading, English, Science, Math, and Social Studies. A “D” in any subject will automatically disqualify the student for the following week.

The teacher will give the completed report to the student council moderator on Friday who will prepare a list of ineligible student council members. The student council moderator will inform the principal of the ineligibility. The week will go from Monday-Sunday evening. (The Friday reports will take effect the following Monday.) If an officer or representative is ineligible two periods in succession, or three periods total, he/she will be removed from the leadership position on the council and someone selected to take her/his position.

TECHNOLOGY

The educational programs in Catholic schools and parishes require the ethical use of the Internet and related technologies by all employees, students and volunteers. All must be responsible for accessing only appropriate web sites. Failure to do so will result in a 3 day suspension. Each child and parent needs to sign an “acceptable use contract for student technology.” To ensure that students can make full use of the technologies available, all use of technology must have proper authorization and follow the diocese’s and school’s terms, conditions, and regulations for the use of Internet and other technologies, including (but not limited to) computers, telephones, video, cameras, and fax machines. **These procedures apply to all computers/ technologies whether located at school, parish center, parish office, home, or anywhere else when St. Pius X school members are involved.** Students are to abide by the copyright laws. Permission must be sought from the technology instructor or homeroom teacher to bring to school and use any personal software or disks or devices to store electronic data. At times pictures of students and student work are posted on the St. Pius X School website, in publicity for the school, and in school brochures and yearbooks. On the website, names are not attached to the picture or work. The school assumes the right to use student pictures in publications and on the school’s website, unless specifically informed otherwise. Any parent who does

not wish his/her child's picture used is asked to please notify the principal in writing the first week of school.

CELL PHONES, MEDIA PLAYERS, ELECTRONIC READERS ETC.

Upon stepping foot on campus during a school day, all electronic devices must be turned off. They may be turned on again after 3:05- provided the child is not in extended care and is standing in the office. Cell phones are prohibited during field trips. Cell phones may be used in the office only if students need to call home or text home after 3:05. Outside of that time frame, students are to use an office line only. The school will not be responsible for theft or loss. The phone must be turned off during the school day and kept in the student's locker or book bag. If a student wants to use an e-reader to read books at school they may do so, however the electronic reader and any and all other devices that can access the internet while at school are prohibited. A student with any electronic device, who abuses its use during the school day, will lose privileges and the parent must pick up the device. Upon a second infringement, the device will be prohibited from being brought to school for the remainder of the year. Administration reserves the right to add to the list of inappropriate technologies, as situations deem necessary.

WEBSITE

St. Pius X School has a website that is updated regularly. Click on the school tab on the parish site: www.spxparish.com.

IX. PRESCHOOL & JUNIOR KINDERGARTEN

ENROLLMENT: Michigan law requires that each child be up-to-date with immunizations upon entry of the preschool program. If they are not completely up-to-date they will be unable to attend school. To begin preschool students must be three years of age by September 1st. St. Pius X Catholic Pre-School is offered to all boys and girls who are toilet trained and are 3, 4 & 5 years of age.

PHILOSOPHY: The St. Pius X preschool's philosophy is that young children learn best through experiences that are meaningful to them, developmentally appropriate, and involve exploration and discovery. Activities provided for the children are planned with specific goals, for cognitive, physical, social, emotional and spiritual growth. Children are provided child-centered and teacher-directed activities aimed at kindergarten readiness, and individual and group needs.

GOALS:

- To provide a Christ-centered learning environment.
- To provide for all aspects of a child's developmental needs including communication and language skills, physical abilities, emotional and social growth, and cognitive development.

- To meet each child's physical needs while setting the stage for future independence in self-care.
- To provide ample opportunity for use of motor skill development.
- To foster independence and self-confidence.
- To provide experience that aid in the development of appropriate social behavior.
- To encourage cooperation and socialization in large and small groups.
- To expand the child's communication skills through listening and speaking activities.
- To develop the child's potential for thinking and learning, for reasoning and problem solving.
- To nurture the creativity and self-expression of each child through play, art, movement and music.

DRESS: While the K-8 has a formal dress code, preschool does not; however, we do have some guidelines that should be followed:

- Children should wear casual, washable, comfortable play clothes, and tennis shoes are preferred.
- Each child should have an extra set of clothing that can be left at school. Please mark all articles of clothing with your child's name and bring them in a shoebox.
- Children will be exploring their environment and active play and planned physical activities in the gym necessitate that shoes provide adequate support and be comfortable. No sandals or slippery shoes please.

ARRIVAL & DISMISSAL: The preschool class will meet Monday through Friday from 7:50.m. – 11:30a.m. It is most helpful for your child if they arrive on time each day. Preschool parents are expected to accompany their child to and from designated area. Children should be dropped off at the classroom door and picked up in the school lobby. When parents are late children are usually very upset and worried. We understand that at times, under certain circumstances, it is impossible to be on time. We do expect, however, that you are prompt for your child's sake. Your promptness is greatly appreciated and fosters positive school experiences. If your child is not picked up by 11:40a.m., he or she will be taken to the extended care room and you will be charged accordingly. Since the teachers need to direct their attention to the children during arrival and dismissal, we ask that you set up a conference time, or write a note if you have comments or concerns. Your communication plays a vital role in your child's school experience. We want to give you, the parent, our undivided attention to best accommodate your child.

DISCIPLESHP: We always look for the positive and praise good behavior!! Discipline is viewed as a process of learning self-control, respect for others and

responsibility. To help children learn this process, the following guidelines are in place at preschool:

- Children assist with making clear and concise rules and limits;
- Adults anticipate and redirect inappropriate behaviors;
- Adults remind children of expectations, rules and limits;
- Adults help children use words to express anger, resolve conflicts and express needs and desires;
- Adults will assist children in the conflict resolution process;
- Children are spoken to in a friendly (never angry) but firm voice when necessary;
- Adults may remove a child from an activity if inappropriate behaviors persist and help the child to find an appropriate activity to engage in;
- If a child physically hurts another child, he/she will be removed from the activity, the hurt child will be comforted and the children will then be assisted with the conflict resolution process and the parents will be informed at the end of the session;
- A conference will be held with parents if serious inappropriate behaviors continue.

HEALTH & SAFETY: Please keep your child at home if he/she has vomited, had a rash, sore throat, diarrhea, unusual fatigue, or had a fever within 24 hours prior to the start of class. Your child really doesn't have a good day if he/she is not feeling well. If a child becomes ill while at school, he/she will be isolated from the other children and the parent or guardian will be contacted immediately so the child may be taken home. Please notify the preschool if your child is ill. A note will be sent home to inform you of any exposure to infectious or communicable disease. Any communicable illnesses must be reported by the preschool to the local health department. If a child becomes injured at preschool, the parent or guardian will be notified immediately. If the guardian cannot be reached, the emergency person listed on the child's emergency card will be contacted. **Preschool teachers and staff may not administer medications. If it is absolutely necessary that your child receive a medication during school hours, special arrangements must be made with the school office. **

SNACK DAY: The children will have a snack time every day. If your child has a food allergy, please let the teacher know as soon as possible, so that this information may be shared so that these items may be avoided. Your child will have an assigned snack day so please keep this schedule handy! We ask that you bring a drink along with your child's snack. All snacks must be commercially prepared items that are not opened prior to bringing them to preschool. Please include any cups, napkins, or utensils when necessary. Snack day is a very important day for your child! On your child's designated day, he or she will be star student. They will be line leader, help serve snack, put the date on the calendar, and they may bring in one show and tell item to share with the class.

MASS: The children will attend all school masses when they are at school. All school masses are usually on Wednesday mornings, but there are also holy days and special occasions when masses will be held.

TECHNOLOGY: Students will be working on computers using different computer software programs that integrate such subjects as language arts, art, math, science, and music.

VOLUNTEERS & VISITORS: Preschool welcomes visitors and volunteers! If you have a special talent or book you would like to share, or perhaps you are available to help with special projects or events, PLEASE let the teacher know. Visitors are always special friends. If you come to observe, please check with the teacher before the day you are planning to come.

FIELD TRIPS: Excursions to special places are an integral part of the preschool program. You will receive notification of these trips. Students are required to wear seat belts at all times when being transported. No student is allowed to sit in the front seat of a car with air bags. No vehicle should stop except at the designated location of the field trip unless it is an emergency.

X. ST. PIUS X EXTENDED CARE PROGRAM

The school operates an extended care program for students attending St. Pius X School. The hours of operation are: 6:00 a.m.-7:50 a.m. (before school) and 3:05 p.m.-6:00 p.m. (after school.) All children must be pre-registered, with a registration fee of \$25 per family. Our program operates each day that school is in session, including half-days. The program is closed on snow days and holidays. A fruit juice drink and snack are provided in the after-school program; children in attendance on half-days must bring their own lunches to eat. Contact the school office (235-8572) for more information and costs of the program. The Latchkey Office number is 235-9746.

-Registration Fee:\$25.00 per family

-Latchkey Rates: \$4.25 per hour for the first child & \$4.00 per hour for the second child

-\$38.25 per day for 9 or more hours in a day for the first child

-\$36.00 per day for 9 or more hours in a day for the second child

-After 6PM there will be a \$10 surcharge for every ten minutes that you do not pick-up your child.

Registration Forms and Emergency Cards: For the safety of our children both a registration form and an emergency card must be completed and then returned to the director on the child's first day of attendance to the Daycare/Extended Care program. After enrollment, if there are changes on your emergency card, please notify us immediately. We will release your child only to those people you have designated on the emergency card and will ask for picture I.D.

Arrival/Departure: Please bring your preschool child into the Childcare Center and sign him/her in on the designated sheet. Please sign your child out when you pick him/her up. Children arriving for after school latchkey will be signed in by a childcare worker. The St. Pius X Childcare Program's responsibility begins when the child is signed in and ends when the parent/designated person signs the child out.

Billing and Payment: Billing statements are sent home with your child every week so make sure you check his/her folders or backpacks. Payment is expected at least twice a month. The director will evaluate the status of childcare accounts monthly. Families, who have fallen behind in their payments and have failed to notify the director of a problem, may have their child suspended from the program until the account payments have been brought up to date or arrangements have been made with the director.

Medication: If your child returns to the program while on medication a "Medication Form" will need to be completed before we can dispense the medication.

Discipline: Every child is expected to abide by the rules of St. Pius X School and of the St. Pius X Childcare Center, respect all staff members, other students and all property. Positive discipline techniques are used by the caregivers that include praising and calling attention to appropriate behavior. Disruptive behavior is handled by:

- Redirection of a child's activities in a positive way
- Setting the child apart (time-out) from other children and/or the activity. This method will allow the child a few moments to think about his/her actions-no more than one minute for each year of age.
- Verbal discussion and explanations
- Parent involvement when needed. In the unlikely event that a child is consistently involved in aggressive, disruptive behavior and all attempts to correct the problem have been unsuccessful, St. Pius X Childcare Program reserves the right to dis-enroll the child.

Outdoor play: Fresh air and exercise are important to good health. Outdoor play is part of the daily program for all children. During inclement weather, too hot or too cold days, we plan indoor activities. Please be sure your child has appropriate clothing for all seasons. Children are allowed to bring play clothes and will be given a chance to change clothes after they have been signed in.

Homework Club: The St. Pius X Latchkey Program offers a “Homework Club” for children in grades 3 through 8. The “Homework Club” meets Monday through Thursday, with Friday off. The staff provides a quiet space for the children to do their homework and staff are available to assist with homework.

Snack: Parents must provide a snack for their child when in extended care. Frequently our children that stay late in the day require more than one snack. We encourage parents to bring in extra snacks for their child/children. Label the snack with the child’s name and we will keep it stored.