

Saint Anthony Interparochial Catholic School

Student Handbook

School Year 2010-2011

This book belongs to:

Student's Name _____ Grade _____

Saint Anthony School Student Handbook

A Summary for Students from the Parent Handbook

This is a companion piece to the Parent Handbook,
which is available on-line at www.stanthonysschoolfl.org
Students should read this document and sign the annual compliance form.

Welcome to the 2010-2011 academic year at St. Anthony School!

This *Student Handbook* is designed to answer many of your questions regarding Saint Anthony School policies, procedures and practices that you need to know. If you have any questions or concerns, please do not hesitate to contact me. Have a great year and may God bless you!

Best wishes for a successful year.
Sister Alice Ottapurackal, FSSE

Saint Anthony School Mission Statement

Saint Anthony Interparochial Catholic School is a 125-year-old history of excellence based in the Benedictine tradition of prayer and work. We follow Christ's example in educating the whole child in a loving and caring atmosphere while respecting individual differences and abilities. We encourage and empower the student to attain the highest academic achievement while providing a stable environment of Christian values.

BELIEF STATEMENTS of the SAINT ANTHONY CATHOLIC SCHOOL

Prayer and Spirituality

- ❖ Daily prayer
- ❖ Faith
- ❖ Respect Scripture

Relationships

- ❖ Individual Learners
- ❖ Honesty
- ❖ Integrity

Community

- ❖ Safe Environment
- ❖ Appreciation differences
- ❖ Concern for others

Achievement

- ❖ High expectations
- ❖ Discipline
- ❖ Responsibility



"The saints are like the stars. In his providence Christ conceals them in a hidden place that they may not shine before others when they might wish to do so. Yet they are always ready to exchange the quiet of contemplation for the works of mercy as soon as they perceive in their heart the invitation of Christ." St. Anthony of Padua

CONTENTS

| | Page | | Page |
|---------------------------------|------|--------------------------------|------|
| After-School Activities | 4 | Family Packets and Information | 8 |
| After-School Help | 4 | Grading and Report Cards | 8 |
| Arrival / Dismissal | | Homework | 9 |
| School Hours | 4 | Homework Class | 10 |
| Morning Assembly | 5 | Instant Alert Notices | 10 |
| Rainy Day Arrival | 5 | Liturgy and | |
| Dismissal | 5 | Sacrament of Reconciliation | 10 |
| Assemblies | | Lunch Program | |
| Enrichment | 5 | & Cafeteria Manners | 11 |
| Honor Roll | 5 | Medications | 11 |
| Attendance | | Physical Education & | |
| Perfect Attendance | 5 | Health Classes | 12 |
| Legitimate Absences | 6 | Playground Rules | 12 |
| Excessive Absences | 6 | Responsibility | |
| Early Dismissal | 6 | School Supplies | 13 |
| Tardiness to School/Class | 6 | Textbooks | 13 |
| Birthday Parties / Invitations | | Library Books | 13 |
| In-school party | 7 | Safe Environment & Family Life | 13 |
| Out-of-school party/invitations | 7 | Smoke-Free / Drug-Free Campus | 13 |
| Closed Campus Policy | 7 | Study Hall | 13 |
| Counseling & Support Services | 7 | Valuables | 13 |
| Discipline | 8 | | |
| Dress-up Days | 8 | Documents | |
| Extended Day Program | 8 | SAS' Demerit System | 15 |
| | | SAS' Uniform Code | 16 |

AFTER SCHOOL ACTIVITIES - ELIGIBILITY

To be eligible for school-sponsored extracurricular activities, a student must maintain an overall "C" average with no grades of "F" and no grades of "N" or "U." Grades are reviewed when Progress Reports and Report Cards are distributed. Any student not in school prior to 10 a.m. or leaving school early without a doctor's note will not be allowed to participate in any extracurricular activity that day. This includes sports, Earth Force, band, drama club, etc.

Suspension is in effect for two weeks from the date it begins. Suspension means that the student:

- May not play in games nor wear the team uniform to games nor participate in club special activities outside of regular meetings.
- May not leave school early to go to games.
- The student may not participate in after-school practices or club meetings.
- **If the child does not show improvement within two weeks, s/he may not participate until report card day.** If the student receives an unacceptable grade (F, N or U) on a report card, s/he will be off the team for the duration of the season.

Additional Eligibility Requirements for Sports:

- An annual sports physical is required.
- Parents, students and coaches will be asked to read and agree to the participation requirements of responsibility and fair play.
- Spectators at games are reminded that the purpose of the athletic program is to teach good sportsmanship, camaraderie and youth development. Any spectator (children as well as adults) exhibiting unacceptable behavior may be asked to leave the event. No loud or distracting behavior or sideline coaching will be tolerated.
- St. Anthony School will not be responsible for arranging carpooling nor be liable for transportation to/from games.
- A practice and game schedule will be distributed as soon as it becomes available. Should a game be canceled due to inclement weather or game forfeiture, for example, every effort will be made to contact parents in advance through the Instant Alert system.
- Sports uniforms are the property of the school. Failure to return uniforms will result in a replacement charge.

AFTER SCHOOL HELP

In addition to the "for fee" supervised homework class, classroom teachers will be available one day a week from **3:15 – 4:15 p.m.** to assist children who desire extra help or have questions they did not want to ask in class. Teachers will notify you and your parents at the beginning of the school year regarding the day of the week.

ARRIVAL and DISMISSAL

- **School hours** are **8:15 a.m. to 3:15 p.m.** No child should arrive at school before **8:00 a.m.** except to attend the Extended Care program for which there is a fee. There is no other supervision before **8:00 a.m.** and the school will not accept responsibility for the safety of the child.

- **Morning Assembly** begins when the bell is rung at **8:10 a.m.** **Children arriving after Assembly begins are considered tardy.** Those students should join their class for the remainder of assembly and then, report immediately to the office for a "Permit to Enter Class".
- **Rainy Day Arrival** will be at the East Door entrance. A staff member will be posted at the entrance to direct children to the cafeteria and/or to the middle school.
- **Dismissal** begins at **3:15 p.m.** **Do not linger in the dismissal area or in front of the church or school.** If you go with your driver to the park, you must cross the street with a responsible adult. For your own safety, do not cross back over the street to the dismissal area until the traffic cones are removed. Exercise great caution whenever you cross the street even when the barricades are in place.
- Children who are waiting to be picked up are to **remain in their designated dismissal area until 3:30 p.m.** At **3:30 p.m.** all children waiting for their driver will gather in the religion room. At **3:45 p.m.** all remaining children will be assigned to the Extended Day staff. Children are not permitted to return to their classrooms unless accompanied by a school staff member.
- **Middle school students should not leave school with their drivers without checking out with the teacher on duty at the "church" stairway of school.**

ASSEMBLIES

- **Enrichment assemblies** are planned periodically as special events on the school calendar. Some typical assembly themes include athletics, cultural presentations, and professional speakers. There is often a significant investment in time and preparation for an assembly program. Therefore, student attendance is ordinarily a requirement, not an option. When the topic is controversial or on a sensitive issue, parental permission is required for student attendance.
- **Honor Roll assemblies** for quarters I, II and III are held to present honors and awards (refer to school calendar updates). Awards for 4th quarter are mailed in June or presented the following August.

ATTENDANCE

- **Perfect Attendance** is just that: no absences, never tardy and never getting an early dismissal.
- **Consistent daily attendance** is the bed stone of a student's excellence in achievement. Completing assignments at home cannot duplicate nor replace classroom learning experiences. Students are expected to be in school, and on time, every day that school is in session and to remain in class until dismissal time. This is an indication of your respect for the teachers and your investment in your education.
- A student must be in attendance for ninety percent (90%) of the instructional time required for each subject. **A student who is not in attendance the required time in a scheduled class:**
 - may receive an incomplete or
 - may be required to repeat a grade,
 - receive professional tutoring
 - and/or complete a summer packet and
 - pass a test for academic credit.

- Attendance is taken at the beginning of morning assembly. Four consecutive hours of attendance (not including lunch) is considered a full day's attendance. Students who are not present when attendance is taken are considered tardy and must obtain a "Permit to Enter Class" from the school office.
- **Legitimate absences** include: child's illness and/or doctor's appointments, family illness, a death in the family, court appearances, etc.. When a child is absent for medical reasons more than 3 consecutive days, a doctor's note will be required.
- If the student is **absent for a non-medical reason** such as a trip, vacation, work with parent and the absence has not been approved by your teacher(s) and the principal, it will be considered an unexcused absence. That means you cannot get academic credit for any of the missed class work, homework and tests. In order for the child to be excused for any other type of absence, **advance notice in writing to the school is required**.
- When a student is absent, a parent/guardian is required to **call the school** office before 9:00 a.m. Upon returning to school, the student is required to present a **written excuse** stating the full name of the child, date(s) of absence, reason for absence and the signature of the parent/guardian. **Requests for homework/assignments called in after 9 a.m. will not be honored.**
- **Children who are absent from school for more than 10 days in a semester (20 per school year) may be required to repeat the grade, be enrolled in a summer tutoring program or complete a teacher-prepared packet of grade level assignments and may be required to take a placement test before beginning classes.** **Excessive absences** may be reported to the proper authorities according to Florida statute #1003.21
- When a student who has been absent returns to school, **it is the child's responsibility to speak with her/his teacher(s) about any required make-up work. The child has one day for each day's absence to turn in the work. Make-up tests are ordinarily taken after school and must be taken within 2 days upon return, or a zero may be given.**
- **Early dismissal should be a rare exception.** If you know in advance that you will be paged for early dismissal, please bring a note from home to your teacher. If you will not be in your homeroom when you will be paged, take everything you will need to the room where you will be. Students who are paged for early dismissal should leave the room as quietly as possible and report promptly to the office. Assignments for missed classes should be obtained that evening by contacting with another student or from the teacher the next day. As a general rule, teachers will not be able to gather assignments and materials for children leaving class early.
Any student not in school prior to 10 a.m. or leaving school without a doctor's note will not be allowed to participate in any extracurricular activity that day. This includes all after school sponsored activities such as sports, Earth Force, band, etc.
- **Tardiness to School or to Classes** (when students change classes)
 In the case of occasional unexpected circumstances such as traffic conditions, ask the driver to please call the school and/or accompany you into the office, to advise us of the exceptional circumstances.
Chronic (that is "repeated") **tardiness** will be addressed with parents by the school principal in consultation with the school guidance counselor and the school nurse. **Ten**

(10) or more tardies in a quarter will result in a detention, and may be reported to the proper authorities according to Florida statute # 1003.21.

BIRTHDAY PARTIES/INVITATIONS

In-school Celebrations:

- If you and your family wish to celebrate your birthday at school, arrangements must be approved by your homeroom teacher 2-3 days prior to the event.
- Cupcakes, cookies, doughnuts or a fruit cup may be brought in for the entire class and will be served either at lunchtime or at a time chosen by your teacher. Keep in mind that it is a requirement of the Pasco County Health Department that **all foods must be store-bought (no homemade foods are allowed)**.
- Another option is to provide a pizza lunch for your class. If you choose to do this you must clear arrangement with your homeroom teacher 2-3 days in advance so your classmates will know that they do not bring a lunch. Since we serve pizza on Wednesdays, that is not a good day for you to choose.
- No presents or gifts are to be brought to school.

Out-of-school Party/Invitations:

- Invitations are to be delivered **to the teacher** for distribution and must include every child in the class, or all the boys/all the girls in the class.
- If your family plans an after-school party in the park, everyone in your class should be given a written invitation. Children who will attend will need to bring a note allowing their teachers to dismiss them into the care of your parent(s).

CLOSED CAMPUS

Students are not permitted to leave school grounds without a parent or a parent designated driver who has a valid ID. All visitors are required to sign in/out in the office.

COUNSELING and STUDENT SUPPORT SERVICES

- A licensed mental health counselor offers individual, small group and classroom-based school counseling services.
- Students who would like an appointment with the counselor should either put a note in her mailbox in the office or approach her in person for an appointment. You will be quietly excused from class to keep your appointment or you may choose to meet with her before school or at lunch time.
- Permission for regularly scheduled counseling services will be from your parent or guardian.
- It is understood that referrals for family issues/counseling, or in depth individual counseling services, will be made as deemed appropriate. Therapeutic or long-term counseling is not available at the school.
- Student support services are provided by a certified ESE teacher for children who have been evaluated (through Pasco County Schools or by a private testing service) and found to be eligible for Exceptional Student Services (ESE).
- Children who are determined by classroom teachers to be in need of extra assistance in particular areas (but who are not eligible for ESE services) will be given short-term assistance in the classroom or during the noon study hall.

DISCIPLINE – DEMERITS - DETENTION – SUSPENSION [ISS]

Please refer to your parents' handbook and page 15 in this handbook. There are three levels of actions for which demerits may be a consequence. Three (3) demerits will result in an after-school detention. Three (3) detentions will result in an all-day in-school suspension. More than one ISS may result in your being asked to withdraw from our school. **If you serve an ISS, you and your parents may be required to meet with the principal before you return to class.** Sometimes the school pastor is included in the meeting.

During detention you will be expected to sit still and quiet. Near the end of the detention you will be asked to write about why you have detention and what changes you plan to make.

During in-school suspension you will be isolated from your classmates under the supervision of school staff members. You will be given assignments by your teacher(s).

DRESS UP DAYS

A few times during the year the principal announces a "Dress Up" day. When this occurs you are allowed to wear "Sunday best" clothes to school. Your teachers will remind you of what is allowed. Jeans and khakis, shorts and casual are usually NOT permitted. Tank tops and shirts with slogans or advertisements, abbreviated tops, short shorts, shoes without socks and elevated shoes are NEVER permitted. Scout uniforms may be worn on Scout meeting days. Your scout leader should notify the principal the day of the regularly scheduled meeting.

EXTENDED DAY PROGRAM

Supervision after 4:15 p.m. is available for an additional fee. Children from the homework class who are not picked up by 4:15 p.m. will be assigned to the Extended Care group, the drop-in fee will be charged, and is payable upon pick up of the child.

FAMILY PACKETS and SCHOOL INFORMATION

Packets are sent home approximately every two weeks. Family packets are given to the youngest child in each family. Parents who prefer that the packet go home with another sibling should notify the office staff. We expect the child who brings it home to return the vinyl pouch on Monday or Tuesday of the following week. There is a \$1 charge to replace any un-returned / lost envelopes. Between packets, news is also posted at www.stanthonyschoolfl.org

GRADING and REPORT CARDS

Report Cards are distributed quarterly. Interim progress reports will assist parents in remaining abreast of their child's progress.

Academic Subjects

| | | | |
|----------|-----------------------------------|-----------|------------|
| A | 100 - 94 | B+ | 93 - 90 |
| B | 89 - 85 | C+ | 84 - 80 |
| C | 79 - 75 | D | 74 - 70 |
| F | 69 and below | I | Incomplete |
| U | Unacceptable performance, failing | | |

Grading Scale for Music, Art and P.E. Conduct and Effort

| | | | |
|----------|-------------------------|----------|-----------------------|
| E | Exceptional Performance | S | Average, satisfactory |
| N | Needs improvement | U | Unsatisfactory |

Please promptly return the envelope from your Progress Report and Report Card so the teacher knows that your parent(s) received the report.

Should you or your parents have any questions about your progress or grades, you are advised to make an appointment to meet with the teacher(s) as soon as possible. Upper grade students might want to try resolving the situation on your own by meeting with your teacher(s) so you can share with your parents possible solutions before they meet with the teacher(s).

HOMEWORK

- Homework is assigned to provide additional practice so you can perfect fundamental skills.
- Students in grades 2 - 8 are required to use the SAS planner to record homework.
- **Parents are discouraged from delivering assignments or school-related/sports equipment or uniforms to the office** so that you learn the responsibility of bringing necessary items to school and can accept the natural consequences of irresponsibility.
- Except when requested by a teacher, **faxed, emailed or text homework will not be accepted.**
- General guidelines have been established to limit the length of homework assignments to:
 - Kindergarten** daily reading by/with parents
 - Grades 1-3** 15-30 minutes
 - Grades 4-5** 30-60 minutes
 - Grades 6-8** 60-90 minutes(not including work on long range assignments)

If you are spending either considerably more or less time on home study, we suggest that you first discuss this with your teacher, the school counselor and/or the resource teacher. If you cannot find a solution, your parents should consult with your teacher(s) to determine the reason and work out a solution for you. Sometimes it is a good idea to put the child on a daily or weekly homework report and/or ask the child to attend the supervised homework class. Children who fail to hand in homework/classwork on time may be deprived of recess

(not PE), receive demerits and lose partial credit for their work. Teachers will give you more information about the procedures for their classes.

HOMEWORK CLASS

- A supervised homework session (for fee) is offered Monday through Thursday, **3:15 – 4:15 p.m.** On Fridays, children are supervised by the Extended School staff.
- Children in grades 4-8 should report to the 8th grade classroom. Children in grades 1-3 should go with their teachers to the dismissal area. The extended care supervisor will escort the children to their homework classroom.
- The children in the homework class are required to stay in the classroom for the full hour under the supervision of the staff member and maintain appropriate behavior. Parents are asked to pick up children promptly at 4:15 p.m. so they are not charged for additional Extended Care.
- Children in the homework class **cannot be paged** by the “car line” staff from the homework room(s) during the regular dismissal procedure (**3:15-3:30 p.m.**). **In cases when a child (in the homework class) is needed in the car line, the parent must park and request the child in person.**
- Students taking make-up tests are expected to stay in the homework class until **4:15 p.m. even if the test is completed before that time.** An exception may be made when the teacher has given the parent prior notice of an earlier finish time **and** the parent comes into the office in person to request the child at the agreed upon time. Otherwise, the child will be dismissed at **4:15 p.m.** to meet his/her driver at the front of the school. After 4:15 p.m. any “stragglers” will join the extended care class (for an extra charge payable at pick-up time).

INSTANT ALERT NOTICES

Since 2007, the school uses Honeywell’s INSTANT ALERT message system. **IT IS VERY IMPORTANT that every family complete their family on-line data form** in order to designate how they would like to receive messages such as school closures, sports games cancellations and reminders such as picture day, fund-raiser deadlines and the like. Opportunities will be given on the school computers for families who do not have Internet access at home or work. Messages will be delivered, at the choice(s) of each family, via email or phone (cell, home or office).

LITURGY and the SACRAMENT of RECONCILIATION

- School Masses are celebrated at **10:15 a.m.** on most every Wednesdays that school is in session. All students, regardless of religion affiliation, are required to join their classes at prayer times. Parents/Guardians are welcome to participate in liturgies.
- Opportunities for the Sacrament of Reconciliation and special prayer services will be scheduled each liturgical season throughout the school year.
- Responsibility for preparation of the liturgy is rotated among the school’s classes and coordinated by the religion teacher, assistant principal and music minister.
- Students in the “host class” are invited to fill liturgical roles: **greeters**, altar servers, lectors and prayer leaders.

LUNCH PROGRAM and CAFETERIA MANNERS

- Students ordinarily must provide their own lunches. If you forget your lunch, speak to one of the staff on duty in the cafeteria and a lunch will be provided for you.
- Students are not permitted to share lunch or snack foods.
- On Wednesdays, a Pizza Lunch is available for prepaid purchase. This is an optional, for fee, lunch catered through a local vendor. A lunch menu will be provided in the family packets with prepayment order forms.
- **Soda (carbonated drinks), candy and foods with high sugar content should not be brought in your lunches.**
- Snacks may be purchased after the child has eaten his/her lunch from home. Only one snack may be purchased. Children may not buy snacks for one another.
- There is no microwave for student use.
- All students must remain in the lunchroom at least 15 minutes before going out to play.
- **Students are held responsible for appropriate behavior in the cafeteria and at indoor or outdoor lunch recess.**
- Children are expected to clean up after themselves, offer to assist with general table cleanup, and follow the direction of the staff member and parent-volunteers supervising the cafeteria and playground.
- Table cleaners are assigned weekly by the classroom teachers.
- Failure to respect and obey adult supervisors (staff and volunteers) will result in disciplinary consequences which may include assigned seating, under direct supervision by the designated staff.

MEDICATIONS

Students who are required to take medication during school hours, must have it in the office (not in the classroom, lunchbox or book bag), in **its ORIGINAL CONTAINER**, with written instructions for use. Please do not bring in more than **a month's supply** at one time. It will be placed in a secure cabinet in the school office until time of administration. Only medication approved by the Food and Drug Administration will be accepted for administration at school. All orders must be dated within the school year.

A parent/guardian permission letter must be on file with the child's name, dosage amounts and specific dosage times for each new medication. This signed note will be filed in the student health records. A log will be kept of all medication administrations.

Non-prescription medication will be given at school only when there is also a note from the child's physician. All medications (including cough drops and chap-stick), whether prescription or non-prescription, will be stored in the school clinic.

Use of crutches requires a doctor's note, giving time limit for use, to excuse from P.E.

PHYSICAL EDUCATION (P.E.) and HEALTH CLASSES

Also refer to the handout from Coach Plazewski

Physical Education

- All students are expected to participate in PE each day that it is scheduled, dressed in PE uniform clothing, sport shoes (school shoes or cleats are not permitted).
- Students are graded on participation (in full PE uniform), effort and conduct. There may also be occasional written assignments. You will be permitted 3 days per quarter excused for not being in uniform. After that, your grade will be affected.
When you are not in proper uniform you may be required to walk in place of the day's PE activity.
- If, due to illness, a child is unable to participate in PE, a parent note will be acceptable.
- Non-participation in PE for three or more consecutive days requires a physician's note.
- **Students who are unable to participate in PE will not be permitted to participate in outdoor recess activities nor may they participate in after-school sports for the days they could not take PE.**
- If a child is unable to participate in P.E. activities for an extended period of time, a written report on an assigned topic may be required to substitute for your PE grade.

Health Classes Children participate in a weekly Health class, which provides instruction in the development of good habits of exercise, well-being and nutrition, and safety. Your grade is based on your notes, class participation and written assignments.

PLAYGROUND RULES

- At Saint Anthony School we recognize that play is essential to the development of the Christian child for a sound mind and a sound body. Play involves good sportsmanship, respect for one another, sharing and competition (fair play).
- Students will be supervised at all times while on the playground during school hours. Students are expected to always stay within the line of vision of the supervisor and must adhere to rules. Fair play and good sportsmanship are emphasized.
- Students may not engage in activities, which may be deemed as potentially dangerous or disrespectful of other students or adults or the environment. For example, these activities are not permitted: throwing stones, sticks, acorns, rough play, spitting or throwing water. Disciplinary action for such offenses is at the discretion of the athletic directors and the school principal guided based on the Discipline Plan.
- The classroom teacher upon the advice of the supervising adult(s) will issue any demerits.

RESPONSIBILITY

You will not be permitted to use the school phone to call home for supplies, assignments, clothing, to go home with a friend or to remind your parents about athletic events.

School Supplies

- It your responsibility to have all the supplies you need each day for class.
- Students in grades 2-8 are responsible to use the planner you have been given.
- Some teachers require that you get the planner signed each school day.
- The planner may also be used for the teacher/parent to write notes to each other.

Textbooks

- Textbooks lost or damaged will be charged at 100% of the cost. Be sure your name is in the front of each of your books.
- A deposit is required if requesting a second set of books for students, if books are available.

Library Books

- You are responsible for the timely return of any library books you check out. A fine is charged for overdue books.

SAFE ENVIRONMENT and FAMILY LIFE CLASSES

Safe Environment and Family Life Curriculum for students at St. Anthony School is delivered in a comprehensive, integrated approach. The main components of the programs are delivered through the school counseling, religion and science classes, and with the assistance of outside resources such as Sunrise Abuse Center, the sheriff's department and local pastors. Concepts are presented to students through classroom interaction and activities. Parental permission for participation is granted on the annual consent form. Denial must be made in writing.

SMOKE-FREE - DRUG-FREE CAMPUS

The use of tobacco products is not permitted by any adult or child on school grounds, at school functions, or on field trips. The possession, sale or use of alcohol, drugs or any other controlled substance, is strictly forbidden on school grounds, at school functions, or on field trips. Violation of this rule will result in serious disciplinary action.

STUDY HALL

Supervision and minimal assistance is offered on an optional basis for children who would like to take advantage of some time at school to catch up on work or begin homework. We will let you know during the first week of school where you can go for this study hall.

VALUABLES (Money and Unauthorized Articles)

- It is rarely necessary for you to bring money to school. If you plan to purchase a snack or beverage in the cafeteria you may bring up to \$1. Keep it in a safe place.

- If you bring money to school that goes to the office, either bring it into the office before assembly or be sure to give it to your teacher to put in the folder that goes to the office everyday.
- Students are not permitted to have perfume or any type of sprays, cell phones, pagers, two-way radios, walkmans, message senders, Gameboys, headphones or lasers, on school property or any school function. These will be removed from the student and may be claimed by a parent in the school office. Any items not claimed by the close of the school year will be donated to charity.
- The possession or use of liquid correction fluid, such as Wite-Out[®] , is not permitted.
- On the rare occasion when a parent may decide it is necessary for a student to bring a cell phone to school, it is to be deposited for safe keeping with the homeroom teacher or in the school office and will be returned when the child is ready to leave the school grounds. Any "undeclared" cells phones will be delivered to the principal for a parent to claim.

DESCRIPTION of DEMERIT SYSTEM

Homeroom teachers are responsible for the record keeping of demerits for each student in their homeroom, for sending notifications to parents/guardians and for imposing applicable detentions. In consultation with the teacher, the principal shall impose suspensions/expulsions. Detention will be held one day each week [to be announced in August] that the school is in session..

**Students are always to conduct themselves as St. Anthony Catholic School students
and to exhibit the behaviors expected of such students.**

LEVEL I - VIOLATIONS

Each offense will result in 1 demerit. A total of 3 demerits = detention

Gum chewing at any time on school property or at school functions including sports and PE
Eating at inappropriate times or places; spitting at any inappropriate time or in any inappropriate place
Misbehavior at lunch including throwing or unnecessary waste of food
Failure to conform to dress code including PE uniforms
Causing classroom disruptions
Lack of cooperation
Inappropriate language (i.e. slang, unnecessary colloquialisms)
Possession of toys and other inappropriate items described in handbook
Unprepared for class (lack of supplies and non-readiness to begin class)
Unsigned or failure to return communications between home and school (including, when requested, signature in planners)
Repeated missed classroom and/or homework assignments

LEVEL II - SERIOUS VIOLATIONS

3 demerits each and automatic detention

Disrespect or defiance to any adult
Inappropriate behavior in church
Unacceptable language or gestures (i.e. profanity)
Rough-housing (even in jest)
Lack of respect for other students
Possession of inappropriate items which contradict Catholic morality
Dishonesty: including copying or loaning of work to be copied, forging a signature

LEVEL III - MOST SERIOUS VIOLATIONS

Each offense will result in 9 demerits and automatic ISS (in-school suspension)

Verified incidents of harassment: implicit or explicit, verbal or written threats, excessive teasing, bullying, or making fun of others
Misuse of the technology
Stealing or Vandalism (actual or threatened)
Behavior which could result in injury or harm to self or others
Possession or use of drugs or alcohol, or any controlled substances or drug paraphernalia with or without intention to use or give to others at school (including threats of bringing same)
Possession of weapons, firearms, flammables, and explosive devices (including threats of bringing or building same)
Middle school students' discipline accounting continues from 1st to 2nd quarter, and then restarts 3rd to 4th quarter (by semesters).

The administration of Saint Anthony Catholic School reserves the right to waive and/or deviate from any and all disciplinary regulations for just cause at his/her discretion.

SAINT ANTHONY SCHOOL UNIFORM CODE

Sunshine Uniform Company is the SAS official vendor of uniform apparel

SCHOOL UNIFORM for GIRLS

Blue plaid, knee-length jumper (Grades K-4)
Blue plaid, knee-length skirt (Grades 5-8)
Uniform skort (knee length) (All grades)
Navy dress slacks with belt and tucked-in shirt
Belts: brown, black or navy with simple buckle
Navy dress (walking) shorts (2" above knee)
White "Peter Pan Collar" blouse
Red, White or navy blue pullover 3-button shirt
Plain white or navy **crew or knee** socks

Ankle must be completely covered

Uniform cardigan (or plain navy cardigan or sweatshirt), no hood or zipper are permitted indoors (school and church)

Girls' shoes: navy blue, brown or black leather upper – tie shoe or with adjustable strap; "rubber" soles with flat heels (no loafers or elevated shoes or sports style shoes)

SCHOOL UNIFORM for BOYS

Red, White or blue pullover 3-button uniform shirt
Gray or navy uniform pants or walking shorts. Belts are required with pants and shorts
Belts: brown, black or navy with simple buckle
Plain white, gray, navy, or black **crew socks**
Ankle must be completely covered
Navy uniform cardigan (or plain cardigan or sweatshirt), no hood and zipper are permitted indoors (school and church)

Boys' shoes: black, brown or sand "suede" tie oxford, "rubber" soles with flat heels – no sports shoes

Unisex shoes: three or four eyelet, tie oxford brown, black or navy leather uppers with "rubber" soles and flat heels (no loafers)

BOYS and GIRLS P.E. UNIFORM

Navy blue shorts, with SAS logo or plain

9" inside seam

The new shorts from Sunshine are 100% polyester
White or navy tee shirts with SAS logo
FUN RUN shirts are OK
SAS or plain navy, black or gray sweat suits
(November - February as weather dictates)

Athletic shoes are required for participation – no slip-on sports shoes
Hats/sunglasses are only permitted by written parental request
Protective sun lotion, if used, must be applied at home; it may not be brought to school

GIRLS GROOMING

- No face make-up, lipstick or artificial nails
- 8th grade girls ONLY are permitted LIGHT face make up (no eye shadow)
- Only clear nail polish
- No tattoos, body piercing
- Bangs above eyebrows, hair pulled back with hair band or in pony tail/braids, no excessive gel
- No faddish hair cuts nor coloring
- No more than 1 bracelet or watch; ankle bracelets are not permitted
- Post earrings only; 1 each ear (in ear lobe)
- One simple, religious necklace worn under shirt; no shells, chunky or stage jewelry
- Shirt/blouse tucked in so waistband shows

BOYS GROOMING

- No unusual, faddish haircuts nor coloring
- Traditional haircut, above eyebrows, cut around ears so no hair touches ears or collars; no excessive gel
- Must be clean shaven, if applicable
- No tattoos, body piercing or earrings
- No more than 1 bracelet or watch; ankle bracelets are not permitted
- One simple, religious necklace worn under shirt; no shells or other chunky or stage jewelry
- No hats permitted indoors
- Shirt tucked in so belt shows

Non-uniform outdoor apparel must be removed when in the classrooms, for indoor assemblies and church services. ALL shirts/blouses (except PE shirts) must be tucked in at all times. Skirts and skorts may not shorter than 3" above the crack at the back of the knee. Students are permitted a few announced "Dress Up" days when non-uniform apparel is permitted. Students may wear "Sunday best"- collared shirt, slacks for boys, skirts or dresses for girls. Unless specifically announced, jeans or casual dress is not permitted. Shoes must be worn with socks and, for safety sake, elevated shoes/heels are not permitted. Tanktops, half-shirts, sheer fabrics and sleeveless tops are not permitted. Shorts and girls' shorts/dresses should adhere to the 3" rule.