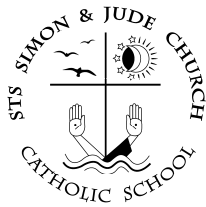
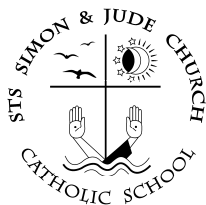


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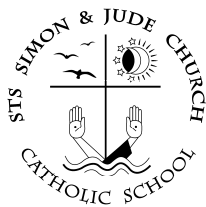
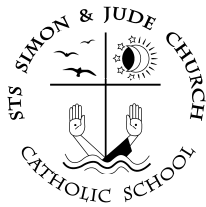


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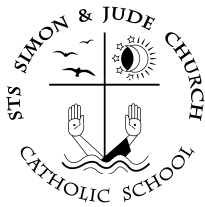
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Code of Christian Conduct

The student's interest in receiving a quality, morally based education can be served if students, parents and school officials work together. Normally, differences between these individuals can be resolved. In some rare instances, however, the school may find it necessary, in its discretion, to require parents/guardians to withdraw their child.

It shall be an expressed condition of enrollment that the student behave in a manner, both on and off campus, that is consistent with the Christian principles of the school as determined by the school in its discretion. These principles include, but are not limited to, any policies, principles or procedures set forth in any student/parent handbook of the school.

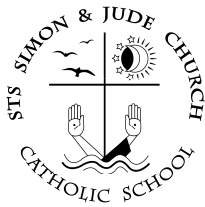
It shall be an express condition of enrollment that the parents/guardians of a student shall also conform themselves to standards of conduct that are consistent with the Christian principles of the school, as determined by the school in its discretion. These principles include, but are not limited to any policies, principles or procedures set forth in any student/parent handbook of the school.

These Christian principles further include, but are not limited to, the following:

- Parents/Guardians are expected to work courteously and cooperatively with the school to assist the student in meeting the academic, moral and behavioral expectations of the school.
- Students and parents/guardians may respectfully express their concerns about the school operation and its personnel. However, they may not do so in a manner that is discourteous, scandalous, rumor driven, disruptive, threatening, hostile, or divisive.
- These expectations for students and parents/guardians include, but are not limited to, all school-sponsored programs and events (e.g., extended care, athletics, field trips, etc.)

The school reserves the right to determine, in its discretion, which actions fall short of meeting the Christian principles of the school. Failure to follow these principles will normally result in a verbal or written warning to the student and/or parent/guardian, and will first result in disciplinary action short of a requirement to withdraw from the school (e.g., suspension of student or suspension of parent/guardian's privilege to come on the campus grounds and/or participate in parish/school activities, volunteer work, etc.)

The school reserves the right to determine, in its discretion, when conduct is of such a severe nature as to warrant immediate action without a warning and/or without an intermediate step short of withdrawal.



Sts. Simon & Jude School

Family Handbook 2008– 2009

This book has been compiled by the administration, faculty, and parents as a guide to the philosophy, practices, and policies of Sts. Simon & Jude School. It is commonly agreed that the education of children is the cooperative responsibility of everyone involved. Please read the handbook carefully and keep it for reference during the school year. It is our practical resource for school families, and thus strengthens the bond between home and school.

The administration reserves the right to amend any policies as necessary.

Accreditation

Sts. Simon & Jude School is fully accredited by the Western Association of Schools and Colleges (WASC), and fully certified by the Western Catholic Educational Association (WCEA).

Non-Discriminatory Policy

We believe that every person, as a child of God, has equal dignity and an inalienable right to an education. Therefore, no qualified students will be denied admission to this school, or participation in any school-sponsored programs or activities, on the basis of sex, race, color, or ethnic origin.

School Phone Numbers

Department	Phone Number
Accounting	962-1642
Fax Number	968-1329
Health Room	968-6066
Library	962-1602
Parish Office	962-3333
School Office	962-4451
Stay Care	965-9408
Catechetical Formation	963-0014

For emergency information regarding possible school closure tune to: **KEYZ 95.9 – FM**



Sts. Simon & Jude Mission Statements

Parish Mission Statement

We are Catholic disciples of Jesus Christ, celebrating Eucharist and welcoming and serving all God's people in the spirit of our brother, Francis of Assisi.

Parish Values

- Gospel
- Eucharist
- Hospitality
- Stewardship

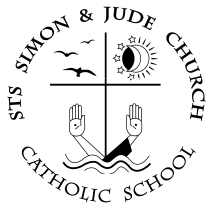
School Mission Statement

The mission of Sts. Simon & Jude School is to instill in our students personal excellence, academic proficiency, and Gospel values within an active parish-centered community extending to the community at large.

School Philosophy

The philosophy of Sts. Simon & Jude School centers on four ideals; forming Catholic values; striving for academic excellence and a quality education; fostering the unique potential of each student within a Catholic identity; developing faith through service to others and active membership in a Catholic parish community. Our Schoolwide Learning Expectations reflect our commitment to educate the whole child spiritually, academically, social/emotionally, physically, and globally.

We strive by personal example and the values incorporated into our daily teaching to give our students a model of life centered on our resurrected Christ. We recognize that parents are the primary educators of their children; thus, we design our programs to complement Catholic family values. We encourage each student to achieve personal and academic excellence. Our curriculum recognizes individual differences in gifts, abilities, and learning styles. In each classroom, teachers focus on creating a faith community based on prayer, service, and parish involvement.



Schoolwide Learning Expectations

Graduates of Sts. Simon & Jude School are capable of being:

1. Active faith-filled Catholics who:

- pray everyday
- live each day as Jesus did
- demonstrate a spirit of service
- share the teachings of Jesus with others
- understand and participate in the teachings and traditions of the Catholic Church

2. Lifelong learners who:

- love to learn
- use and apply basic skills
- develop independence in learning
- utilize critical thinking skills
- appreciate fine arts
- value every life situation as a learning experience

3. Effective communicators who:

- speak well
- listen to others
- write ideas clearly
- read with understanding and enjoyment
- understand the tools of technology and use them responsibly

4. Responsible citizens who:

- make good choices
- think before they act
- help and take care of others
- accept accountability for their actions
- recognize, appreciate, and use their God-given talents

5. Global ambassadors who:

- follow the Golden Rule
- respect themselves and each other
- are peacemakers
- appreciate and care for all of God's creation
- recognize that everyone is equal in God's eyes



Admission Information

Admission Policies

The administration of Sts. Simon & Jude School recognizes that our students come from a variety of family backgrounds, some of which may not fully conform to the moral teaching of the Catholic Church.

The personal family background of a student does not constitute an absolute obstacle to enrollment in the school. Nor does acceptance of any child for enrollment in the school condone or imply approval of any parental living situation which may be contrary to Church teachings.

The primary purpose of Sts. Simon & Jude School is the education of young people in order to assist them in their academic, personal, and spiritual growth.

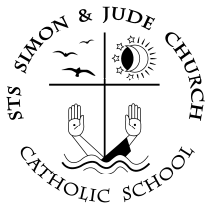
Parents and guardians who enroll their children also understand that the school will remain faithful to the teaching of the Roman Catholic Church and will be steadfast in proclaiming them. While present on the school campus, every adult has the responsibility of appropriate conduct in order to support the school's mission and provide positive Catholic models to our students.

Admission priority will be given to:

- Siblings of students already in the school.
- Families who actively participate in and support Sts. Simon & Jude Parish.
- On a space available basis, Catholic families who are active in other parishes will be accepted.
- On a space available basis, non-Catholic families will be accepted.
- Students who have been on our waiting list for more than one year and meet the above conditions in priority order.

Your admission to Sts. Simon & Jude School also carries with it your commitment to:

- Support, as both parents and students, the school philosophy and policies.
- Complete your parent service hours within the school year or pay the \$6.00 per hour charge.
NOTE: 60 hours for families; 40 hours for single parent families.
- Participate in school fundraising (Annual Auction, Gift Wrap, Magazine, Scrip) so that the school profits \$500, or pay the fundraising fee of \$500.



Admission Policies, Continued

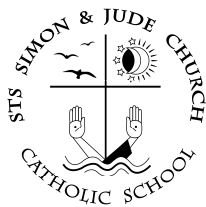
- Keep your tuition payments and fees current.
- Participate in and contribute monetarily to Sts. Simon & Jude Parish.
- **NOTE:** Families who are not active members of Sts. Simon & Jude Parish will be placed on the higher tuition tier.
- Participate in events and activities of the school and parish as able.

Admission Requirements

The following documents must be on file before your child can attend school:

(California State Law requirement)

- Copies of birth and baptismal certificates for all Catholic students must be presented at the time of registration.
- Non-Catholic students must provide birth certificates.

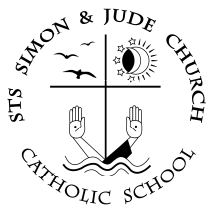


New Students

- T.Y.K.E., Kindergarten and 1st Grade:**
 A health examination certificate completed and signed by a physician at the time of the child's physical. Forms for this are available in the health room.
- Grades 2 - 8:**
 A personal record of your child's immunizations, with entries made by a physician, must be submitted. We will accept the blue California School Immunization Record form from your former school.

Immunization requirements for school entry:

Vaccine	Required Doses	Comment
Polio	4 doses at any age, but...	3 doses meet requirement for ages 4-6 years if at least one was given on or after the 4 th * birthday; 3 doses meet requirement for ages 7-17 years if at least one was given on or after the 2 nd birthday.
Diphtheria, Tetanus, and Pertussis <ul style="list-style-type: none"> Age 6 years and under) Age 7 years and older 7th grade* Td booster 	5 doses at any age, but... 4 doses at any age, but... 1 dose	4 doses meet requirements for ages 4-6 if at least one was on or after 4 th * birthday. 3 doses meet requirements for ages 7-17 years if at least one was on or after the 2 nd birthday. If last dose was given before the 2 nd birthday, one more (Td) dose is required. Not required but recommended if more than 5 years have passed since last DTP, DtaP, DT, or Td dose.
Measles, Mumps, Rubella (MMR) <ul style="list-style-type: none"> Kindergarten 7th Grade* Grades 1-6 and 8-12 	2 doses** 2 doses** 1 dose	Both on or after 1 st birthday. Both on or after 1 st birthday. Must be on or after the 1 st birthday.
Hepatitis B <ul style="list-style-type: none"> Kindergarten & 7th 7th Grade 	3 doses 3 doses	



New Students, continued

Vaccine	Dosage Required	Comment
Varicella <ul style="list-style-type: none"> • Kindergarten • 1-12 (out of state entrants) 	1 dose*** 1 dose 2 doses	For children under 13 years. *** Are needed if immunized on or after 13 th birthday.
Tuberculosis Skin Test	Students new to Orange County – A tuberculosis skin test is required (PPD, administered by the Mantoux method.) The test must be read 48 to 72 hours after being administered. Documentation must include the recorded reading signed by a physician, registered nurse, or other health professional. The test must be completed within 18 months prior to school entry.	

* Effective Date 7/1/99

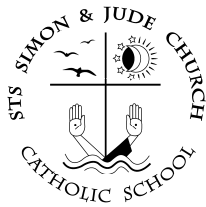
** Two doses of measles-containing vaccine required. One dose of mumps and rubella-containing vaccine required; mumps vaccine is not required for children 7 years of age and older.

*** Effective Date 7/1/01. Physician-documented varicella (chickenpox) disease history or immunity will also meet the varicella requirement.

Age Requirements

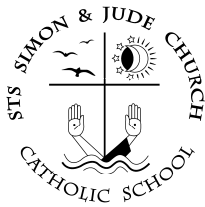
Sts. Simon & Jude School uses California State law and diocesan policy to determine the age for admitting children to our kindergarten and first grade programs.

Grade	Comment
T.Y.K.E.	Five years old as of December 1 st
Kindergarten	Five years old as of September 1 st
First grade	Six years old as of September 1 st



Testing Information:

- All incoming Kindergarten students will participate in our readiness screening. This process will take place in the spring. This is not an intelligence test, rather, it is an organized series of tasks through which a child reveals his/her developmental age. If the screening determines that a child's needs would be better met in the two-year Kindergarten (T.Y.K.E.), then that placement will be made.
- Students of other grades wishing to enter Sts. Simon & Jude School are generally tested to determine their ability to perform successfully at our academic level. No one will be admitted to Sts. Simon & Jude School who, in the judgment of the administration, will not be a successful learner, and/or will not have his/her educational needs met at the school. A testing fee will be assessed to all students who participate in this curriculum-based assessment.
- All fees are due at the time of registration. Children will not be placed on class lists until all fees are paid and all tuition payments are current, or an alternative payment plan has been arranged. Fees are non-refundable unless your child is not admitted to the school.
- New students and parents may be interviewed by the administration. In addition to the testing described above, students in grades 2 - 8 must provide copies of report cards, progress reports, and results of standardized tests (SAT, CTBS, ITBS) at this time.



Daily Schedule

Mornings

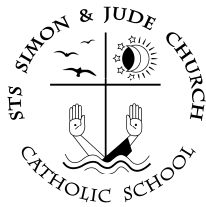
Time	Comment
7:00	Stay Care opens
7:30	Campus opens: students may arrive on the playground
7:45	Assembly bell
7:50	Classes begin
10:15	Recess: grades 5 – 8
10:30	Recess: grades 1 – 4
11:00	A.M. Kindergarten and T.Y.K.E. dismissed
11:50	P.M. Kindergarten and T.Y.K.E. classes begin

Afternoons

Time	Comment
12:00 -12:40	Lunch break: grades 5 - 8
12:30 - 1:15	Lunch break: grades 1 - 4
2:50	School dismissed: grades 1 - 8
3:00	P.M. Kindergarten and T.Y.K.E. dismissed

Students still on campus after 3:15 will be placed in Stay Care, and parents will be billed for charges accrued. Sts. Simon & Jude School accepts no liability for providing supervision after 3:15 for students not enrolled in Stay Care.

Note: Students participating in after-school sports activities may remain on campus only under the supervision of a coach or team parent. Otherwise, they are to leave campus and return for practice or the game.

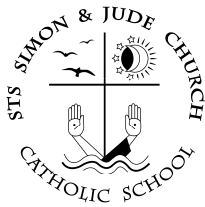


Minimum Day Dismissal

MINIMUM DAY DISMISSAL IS 12:00. Students are to be picked up no later than 12:15 or they will be required to check into Stay Care.

KINDERGARTEN MINIMUM DAY SCHEDULE

Session	Time
A.M. Session	7:50 – 9.45 A.M.
P.M. Session	10:05 – 12:00 P.M.



Attendance and Absence

Regular and prompt attendance is essential to good schoolwork, and fosters the values of responsibility and reliance. It is difficult for children to successfully keep up with class work if attendance is irregular.

Absence Policy

Excused Absences

Classified as an illness, medical appointments, required court appearances, family business (not recreational trips), and the death of an immediate relative. It is the child's responsibility to make up all missed school and homework within a reasonable time.

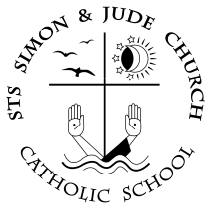
When your child is absent or will be tardy please call the **health room (714)-968-6066** before 8:30 A.M. stating the student's name, homeroom, and reason for the absence. Additionally, a note by a parent must be presented to the classroom teacher explaining the reason for the absence upon the student's return to class.

If you will be picking up work for your student to complete at home, you must notify the school office by 10:00 A.M. This will give the classroom teacher time to compile the student's daily work. Please do **NOT** expect to pick up your child's texts and assignments during the school day. Your child's work will be left in the office for you to pick up at 3:00 P.M. on the day they are absent.

Unexcused Absences

Classified as those taken with the permission of the parent, but not of the school. For example: family vacations, recreational events, staying home to do homework, etc. Teachers are **NOT** required to provide class work in advance for students on unexcused absences, nor are they required to provide opportunities in class for make-up work or tests in this instance. It is the student's responsibility to obtain work and to schedule make-up tests according to the teacher's availability, which is usually after school.

Any student who misses 10 or more days of school during any academic quarter may receive a grade of **incomplete** for each subject on her/his report card for that grading period. This means that a report card will **not** be given. Any student who misses **20 or more days** of school during any academic year may be subject to retention in his/her current grade.



Leaving Campus During the Day

Written permission is necessary if a student needs to leave school for any reason. Send a note to your child's teacher indicating the time and reason for leaving school. Please schedule dental or medical appointments after school or during vacation periods whenever possible to avoid disrupting your child's learning. ***Parents must sign their student OUT through the school office. Your child is to be signed IN at the school office upon returning to school.*** Parents are not to go to the classroom to pick up the child. Sick or injured students will be signed out in the health room. Children who are leaving our campus for any reason must be signed out.

Please be sure that your Blue Emergency Card phone numbers and alternative care givers' names and phone numbers are kept current.

Tardiness

Our school philosophy strives to develop a sense of responsibility in our students and to maintain a classroom environment conducive to learning. Excessive tardiness detracts from these goals.

Kindergarten and T.Y.K.E. A.M. class begins at 7:50 and will be marked tardy at 7:55.

Kindergarten and T.Y.K.E. P.M. class begins at 11:50 and will be marked tardy at 11:55.

Grades 1-8 assembly bell at 7:45; class begins at 7:50. After the 7:50 bell students are considered tardy.

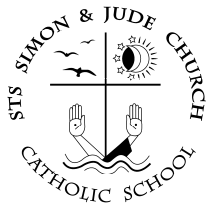
Students who are tardy must sign in to the school and give a tardy slip to the homeroom teacher. From 7:50 to 8:15 sign in at the health room. After 8:15 sign in at the school office.

Students may present a note from the parent to the classroom teacher explaining such tardiness. Only unavoidable circumstances will be considered "excused" tardiness.

A student may also be marked tardy and receive disciplinary action for failing to report to class on time after recess and when changing classes.

Excused Tardiness

Classified as an illness, family emergency, unavoidable traffic delays, medical appointments, and excuse note from office staff or another faculty member.



Unexcused Tardiness

Classified to include oversleeping, no parent note, not hearing the bell, and not being in class, although on campus, when the 7:50 bell rings. A parent note brought in no later than the next day may correct a 'no note' unexcused tardy. Questionable tardies will be referred to the Principal for resolution.

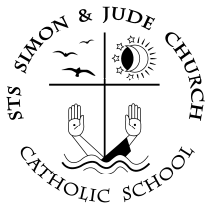
Procedures for Excessive Tardiness

When a student has three unexcused tardies or numerous "excused" tardies within a quarter, the teacher will contact the Principal.

The Principal will notify the student and parents of the student's tardies, and every effort should be made to correct the problem.

Truancies

Classified as absences from school or a class period with neither parental nor school approval and/or knowledge. Truancies will result in an automatic suspension from school.



Academics

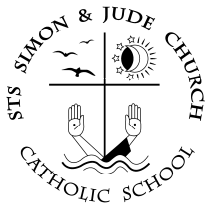
Sts. Simon & Jude School follows the course of academic instruction recommended by the Superintendent of Schools, Diocese of Orange, and that of the State of California. We are a Catholic school committed to spiritual and academic excellence. Our educational program teaches the fundamentals of religion and family life, mathematics, reading, literature, English grammar and writing, spelling, vocabulary, science, and social studies. Additionally, we provide credentialed instruction in art, music, computer literacy, Spanish, and physical education.

Our Kindergarten programs include an academic (one year) or a **Two-Year Kindergarten Experience (T.Y.K.E.)** that help five and six-year-old students develop language, motor, and social behavior skills. Textbooks in reading readiness, language arts, mathematics, and religion are used to develop skills and attitudes. Units in science, social studies and health, help the students learn about the world around them. Our Kindergarten students also receive instruction in art, music, and physical education.

Student learning is enriched with the following instruction/activities:

Educational Field Trips

- The students participate in field trips which supplement the curriculum. These are arranged at the discretion of the teacher, with the assistance of the room parent, and supervised by the teacher, classroom aide, and parents. Classroom parents generally provide transportation. **Field trips that are outside a 25-mile radius from the school require chartered transportation (i.e. bus, plane, etc.)** Each student must have a permission slip signed by a parent or guardian, and must have paid any necessary field trip fees in order to attend a field trip. If students do not accompany the class on the field trip, they remain at school and complete assigned projects.
- Parents who drive on a school-sponsored field trip must present a copy of their driver's license and proof of current liability insurance coverage to the school office. Our school insurance is a secondary insurance and pays a limited amount. In addition, parents may purchase a 24-hour extended student insurance policy at the beginning of the school year.



Library

- A full-time librarian, two assistants, and parent volunteers staff the school library. The library maintains an inventory of approximately 15,000 books, including numerous reference books, encyclopedias, magazines, biographies, fiction, and non-fiction books. Internet access for computer enhanced learning is available. World Book online can be accessed from school or home.
- Most books are available for student check-out on a two-week basis. Reference books may be checked out overnight. The usual number of books students may have out at one time is:

Grade	Comment
Kindergarten	One book
Grade 1	Two books
Grade 2	Two books
Grade 3	Three books
Grades 4 - 8	Four books

- Notices are sent to the students regarding overdue books.

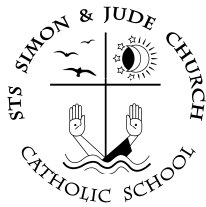
The library sponsors one or two Book Fairs each year. Proceeds from the Book Fair benefit our library and our computer program.

Library Hours	Comment
Monday through Friday	7:30 A.M. to 3:15 P.M.

Students are also invited to use the library during recess and lunch periods, as well as their weekly scheduled class time.

Star Reading Program

Students in grades 1 - 7 are required to participate in our STAR program. Students agree to read selected library books during each quarter, and then take a computerized reading quiz on each book. Points for passed STAR tests are accumulated for each student. The bulletin board in the front hall acknowledges students' efforts as STAR readers.



Liturgies and Para-Liturgies

School liturgies are prepared and participated in by the school staff, parents, and students. Individual classes often prepare special liturgical celebrations such as prayer services, Reconciliation, praying the Scriptures, the rosary, and the Stations of the Cross.

Music

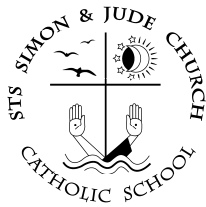
The SSJ Choir is open to students in grades 2 - 8 and rehearsals are held once a week, usually after school. Choir participants perform at parish and school liturgies.

Resource

We provide limited resource help by a credentialed resource staff for those students with minor learning difficulties, or for students who need additional instruction to master a concept or subject area.

Retreats

Students at Sts. Simon & Jude School participate in a schoolwide “Day of Retreat.” Through prayer, music, art, and liturgy, students have the opportunity to reflect on the presence of Christ in their lives.



Home Study

Homework is valuable for student reinforcement and mental discipline. The ability to study is a skill that must be taught and encouraged. It is the student's responsibility to schedule and use productively daily homework time, gather necessary materials, and complete assignments. Use of the Student Assignment Book is mandatory in grades 5 - 8. These will be available for distribution on the first day of school.

Parents can assist their child with homework by:

- providing suitable study conditions
- encouraging (not pressuring) the child
- expressing an interest in the child's work
- insisting that poorly done work be "redone"
- cooperating with the school's homework policy
- requiring a nightly study time, even if assigned work is completed
- helping your child plan long term assignments; scheduling work in segments

The following is a guide for the amount of time the average student should spend on home study each day:

Grade	Comment
Kindergarten	Approximately 15 minutes
Grades 1-2	Approximately 30 minutes
Grades 3-4	Approximately 60 minutes
Grades 5-6	Approximately 1 hour – 1 1/2 hours
Grades 7-8	Approximately two hours

For every day of absence, students will be given an equal number of days to make-up missed assignments. (i.e., one day of absence = one day to turn in missed assignments, etc.)



Grading Policy

Progress reports and student learning assessments serve but one purpose - as a medium for the teacher to provide the parents, in precise and well-defined terms, an evaluation of the child's development in academic subjects, and an indication of how the child performs in conduct and effort.

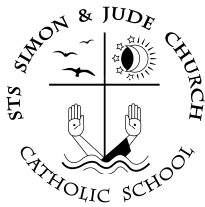
The standard SLA of the Diocese of Orange is issued four times each year to students in grades K - 8. Additionally, interim progress reports are given four times each year. Deficiency notices may be issued at any time a child is averaging a D or F in any subject. Parents of Kindergarten students may be invited to conference with the teacher in the first quarter in lieu of a formal SLA.

Mandatory parent conferences are held in the fall for all students. You are also encouraged to conference *by advance appointment* with your child's teacher throughout the school year. Such conferences may be scheduled by notifying the teacher in writing or by calling the school office. Please give your child's teacher at least one day's notice in scheduling such conferences. Parents are asked to refrain from initiating a discussion of your child's progress at group functions, school gatherings, in the halls, or on the playground.

Grading Scale

The following grading scale is in accordance with the Diocese of Orange for academic subjects:

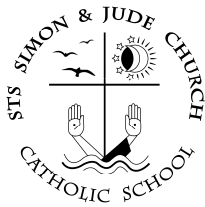
Grades 1 & 2	Explanation of Marks
<p>O = Outstanding S = Successful N = Needs growth in this area Level 2 = Exceeds Grade Level Standards Level 1 = Adapted Curriculum – See I.L.P</p>	<p>Outstanding: The student is successfully producing work above grade level standards. Successful: The student is successfully producing work that is consistent with grade level standards. Needs growth in this area: The student needs to demonstrate more growth towards the grade level student standards for this subject area.</p>



Grading Scale, Continued

The values of the respective grades on the SLA are as follows:

Grades 3 - 8		Explanation of Marks
A	95% - 100%	A: The student produces markedly outstanding work, based on a consistently high level of knowledge, skills and understanding of level content, responsible behavior and work habits/study skills.
A-	90% - 94%	
B+	87% - 89%	
B	83% - 86%	B: The student produces work that demonstrates a thorough mastery of the knowledge, skills, and understanding of level content, responsible behavior and work habits/study skills.
B-	80% - 82%	
C+	77% - 79%	
C	73% - 76%	C: The student produces work that demonstrates satisfactory knowledge, skills and understanding of level content, responsible behavior and work habits/study skills.
C-	70% - 72%	
D+	67% - 69%	
D	63% - 66%	D: The student produces work that demonstrates limited knowledge, skills and understanding of level content, responsible behavior and work habits/study skills.
D-	60% - 62%	
F	59% and below	
		F: The student produces work that demonstrates unsatisfactory knowledge, skills and understanding of level content, responsible behavior and work habits/study skills.



Extracurricular Eligibility

Any student who wishes to participate in any extracurricular activity must maintain a grade point average of “C” or better during every grading period. **Students who do not meet this standard will be ineligible to participate in such activities (including practice) for a minimum of ONE GRADING PERIOD. The grading period for this eligibility is defined as SLA to Progress Report, or Progress Report to the next SLA.** At the end of that time, the student's progress will be evaluated, and if improvement to passing is achieved, the student may again participate. If not, the student will be removed from the team or special activity.

Testing

The Iowa Test of Basic Skills has been mandated by the Diocese of Orange, and is administered to students in grades 2 - 8 in the fall. Individual results are shared with parents during the first quarter parent-teacher conferences. This testing program is used as a diagnostic tool for the classroom teacher.

Academic Honors

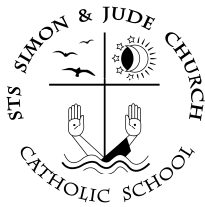
Sts. Simon & Jude School encourages students to develop and maintain high academic standards. Special honors are given to students in grades 6 through 8 after each quarter's report card. Students must average a 3.7 or above in all subjects with no grade lower than a “B” in any subject.

Merit Honors

The merit award is given to the student who displays the most positive attitude while exhibiting his/her best effort in all subject areas. Students are selected at the homeroom teacher's discretion. This award is limited to not more than three students per classroom.

Christian Citizenship Honors

Students must have an “A” or “A-“ in conduct.



Academic Probation Policy

The purpose of this policy is to identify students who are not meeting grade level academic standards. Once identified, we will use our available resources to assist these students to regain satisfactory academic standing. If another grading quarter has elapsed, and the student has not responded to these efforts, another learning environment may be recommended to help the student succeed.

Academic deficiency is determined somewhat differently at each grade level.

Primary Level Policy - Grades 1 - 3

Academic deficiency is defined as a student averaging below a C or an "N" grade in any academic subject. At this level, teachers will work with student and parents on an individual basis. Formal academic probation may be necessary if the student does not demonstrate satisfactory effort and improvement.

Intermediate Level Policy - Grades 4 - 6

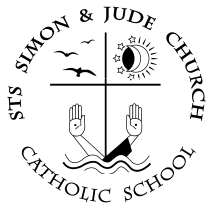
Academic deficiency is defined as a student receiving a D or F in any academic subject. The student is then placed on academic probation for the following quarter. In that quarter, the student is to raise that grade to passing, with an S or better in effort. Should the student not succeed in this, another school may be recommended. Should the student become academically deficient in another subject area during that next quarter, the terms of the academic probation may be extended, **if the student's effort and conduct are satisfactory.**

Junior High Policy: Grades 7 - 8

Academic deficiency is defined as a student receiving a D or F in any academic subject, or the enrichment subjects of computer, Spanish, art, music, and physical education. The steps listed in the intermediate policy will apply to the junior high level as well.

Academic Probation Procedures

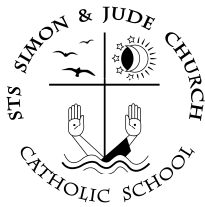
1. When the homeroom teacher determines that a student is academically deficient, the Principal is notified and given the appropriate documents/information.
2. The Principal, upon verification of the deficiency, will process the probation papers, and notify the student and parents by letter. Academic probation will also be noted on the SLA.
3. Academic probation will commence the first day of the new quarter, and end the last day of the same quarter.



Academic Probation Procedures, continued

4. Every effort will be made during the probation period to help the student return to academic good standing, which means C or above in all subjects. Parents have an obligation to cooperate in a timely manner with the school's recommendation for outside tutoring and/or educational assessment to help the child.
5. If a student is on academic probation for two quarters per year, whether consecutively or non-consecutively, *without* positive effort and conduct, another learning environment may be recommended.

NOTE: Our Student Council Constitution states that Commissioners must *maintain* passing grades in all subjects and a “B” or better in conduct and effort, or they will be removed from office.



Code of Student Conduct

Classroom Rules

Each teacher establishes a classroom management plan. This plan will include rules for the class, and consequences for breaking these rules. This plan will be posted in the classroom and shared with parents at Back-to-School-Night in September. Our classroom management plans emphasize positive behavior in students, which is modeled on Christ.

General Discipline

Sts. Simon & Jude School sets and maintains high standards for considerate and safe student behavior. Discipline in the Catholic school is considered an essential component of Christian education and moral development.

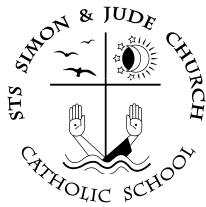
We expect our students to behave at all times in a manner which shows respect for all persons. Students who harass or denigrate other students on the basis of gender, racial background, physical characteristics, or disabilities will be disciplined immediately and strongly. Teaching students to be responsible for their behavior and tolerant of others is crucial for their moral development and success as adults. Thus, as a Catholic school committed to the teachings of Christ, we will:

- Provide a classroom environment conducive to the learning of all students.
- Educate students to an appreciation of the importance of developing Catholic morality, responsibility, acceptance, and self-discipline.
- Help to build a sense of respect for self and others.
- Build a community of shared values based on the teachings of Christ.

It is expected that parents and students will work cooperatively with the administration, teachers, and their peers toward the attainment of classroom and school behavior objectives.

Disciplinary Action

Disciplinary action will be taken for the following infractions. These are meant as general guidelines only as it would be impossible to cover every potential infraction of school rules.



Lack of respect to teachers, staff, yard-duty supervisors

- e.g.-answering back
- refusing to accept correction
- showing a negative attitude
- open and persistent defiance of authority

Disobedience

- e.g.-failure to follow instructions promptly and thoroughly
- chewing gum
- throwing anything in class
- willful disregard of classroom or playground rules

Disruption of Class

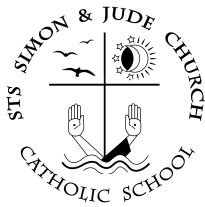
- e.g.-talking out of turn
- arguing
- annoying others; or any behavior perceived as disruptive by the teachers

Destroying or Defacing School Property

- e.g.-writing on or damaging desks, books, walls, or any school property (Any damage to school property, or the property of another student, must be repaired, replaced, or paid for by the parents of the child held responsible for the damage.)

Violation of Appropriate Social Behavior

- calling names, bullying, threatening, or harassing another student
- harassment of a racial, physical characteristic, or gender based nature
- e.g.-profanity of any kind (verbally or by gestures)
- being unkind, verbally or physically
- no solicitation on school property (i.e. candy, video games, etc.)
- failure to cooperate with uniform or free dress regulations
- inappropriate lunch table behavior (shouting, throwing food, lack of respect towards lunch supervisors, failure to clean eating area before leaving, failure to remain seated for the required time period at the lunch table)
- any form of racial or gender inappropriate language or innuendo

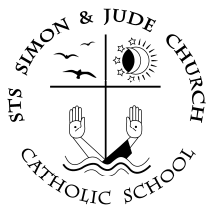


Playground Safety Violations

- playing ball or running before morning assembly or after school is prohibited
- riding bikes on the playground between the hours of 7:40 A.M. and 4:00 P.M.
- riding a bike without a properly secured bike helmet
- skateboards or roller blades are never allowed on the playground
- throwing/kicking a ball with excessive force
- playing/squirting water in the restrooms
- going into restricted campus areas
- spitting
- Backpacks may only be used for transporting school materials to and from the classroom. They may not be used as weapons or toys, etc.

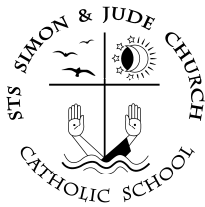
Consequences

Report Type	Comment
Teacher Report	This indicates that there has been a behavioral incident with the student, that while serious, does not yet merit a detention. The child and the parents are to cooperate with the teacher's action taken and the recommendation given.
Detention	<p>A detention is given for an infraction of school rules, either in the classroom or on the playground.</p> <p>All detentions are to be served after school.</p> <p>NOTE: A student does not necessarily receive a warning before a detention is issued.</p> <p>The classroom teacher or the Principal determines the length of the detention.</p> <p>NOTE: Detention notices are to be signed by the parent, and returned to school the next day.</p> <p>Failure to return a signed detention notice will result in the detention time being doubled.</p> <p>NOTE: Grades 5-8</p> <p>The two-tiered detention system will be utilized for all students in grade 5-8. Detentions will be categorized as <u>major</u> (Level II infractions) or <u>minor</u> (Level I infractions), depending on the nature and severity of</p>



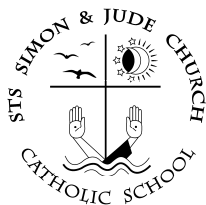
Consequences, Continued

Report Type	Comment
Detention (continued)	<p>the offense. Major infractions will lower a student's conduct grade for the quarter by one full grade for each infraction committed. The accumulation of two minor detentions will equal one major detention on the grading scale. The time served for either major or minor detentions will be 30 minutes. The difference between the two is the effect on the final conduct grade.</p> <p>Two major detentions within a quarter will result in Saturday detention. Three major detentions within a quarter may nullify a student's privilege to participate in any school-sponsored extracurricular activities.</p> <p>The following lists are examples of major and minor infractions, and are not inclusive of infractions that may occur.</p> <p><u>LEVEL I Minor Infractions:</u></p> <ul style="list-style-type: none"> • Chewing gum • Failure to keep desk or locker in order • Failure to cooperate with uniform or free dress regulation • Hair coloring change / wearing make-up • Disregard for uniform code • Talking out of turn (but not seen as outright disrespect) • Lack of preparation for class • Failure to have paper signed when requested • Failure to complete homework when due • Failure to bring P.E. uniform to class • Any behavior perceived as inattention or disruption of class (i.e. passing notes, etc.) • Repeated infractions will result in major detentions <p><u>LEVEL II Major Infractions:</u></p> <ul style="list-style-type: none"> • Lack of respect to teachers, staff, yard-duty supervisors • Willful disregard of classroom or playground rules • Profanity of any kind (verbally or by gestures) • Harassment, calling names, bullying, threatening or intimidating another student (either verbally or in writing)



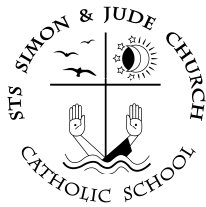
Consequences, Continued

Report Type	Comment
Detention (continued)	<ul style="list-style-type: none"> • Inappropriate lunch table behavior (shouting, throwing food, lack of respect towards lunch table supervisors) • Truancy from class • Possession of incendiary devices or pornographic material • Inappropriate playground behavior • Intentional physical injury of another person • The throwing of items in the classroom that pose a safety hazard • Failure to serve a detention • Destroying or defacing school property • Language, gestures, or behavior which are immoral, vulgar or obscene • Cheating / Forgery / Dishonest behavior • Conspiracy in any of the above infractions
Referral	<p>A referral is given for a more severe or persistent infraction of school rules. <i>Disciplinary referrals may result in Saturday Detention or immediate suspension from school</i></p>
Saturday Detention	<p>Saturday Detention is assigned to students whose unacceptable behavior is deemed serious enough to warrant more than a regular detention. Students who accumulate two major detentions, four minor detentions, or one disciplinary referral may be subject to serving a Saturday Detention.</p> <p>Saturday Detention will be utilized in lieu of in-school suspension. Refusal to attend or failing to serve an assigned Saturday Detention may result in suspension from school.</p> <p>Saturday Detentions will be held as scheduled from 8:00 A.M. until 10:00 A.M. Students who attend Saturday Detention will participate in campus work detail under the direct supervision of a faculty member.</p> <p>Parents of students who receive subsequent Saturday Detentions (repeat offenders) will be assessed a fee of \$25 per Saturday.</p>



Consequences, Continued

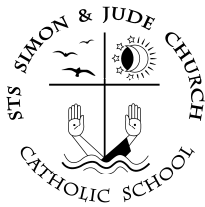
Report Type	Comment
Saturday Detention (Continued)	The consequence of one or more SATURDAY DETENTIONS or REFERRALS in the same quarter is SUSPENSION (off campus). This SUSPENSION <i>will</i> place the student on behavioral probation for 45 consecutive school days. A student failing to meet the terms of this probation will be asked to leave the school.
Suspensions	<p>Suspensions can occur without prior detentions or referrals. A parent conference must be held before the student will be readmitted to school. At this time, a clear plan of action on the part of the student will be drawn up and agreed to by all. In this way, the student's progress toward self-discipline will be clearly established and monitored by the parents and the school.</p> <p>Some examples of behavior which may result in immediate SUSPENSION are:</p> <ul style="list-style-type: none"> • truant from school • fighting • defacing property • sexual misconduct • cutting all/part of class • stealing or knowingly receiving stolen property • possession of dangerous objects • use of any incendiary devices or materials causing or contributing to a fire. • the use of any extreme hate language or the distribution of any hate literature including that which is racial, ethnic or religious in nature
Expulsion	<p>Results from the following behavior:</p> <ul style="list-style-type: none"> • another suspension occurring during the 45 day probation period • continued, willful disobedience to school personnel • assault or battery, or any threat of force or violence directed toward school personnel, another student, or their property • use, sale, possession, or distribution of narcotics or alcohol on or off school premises, or at school-sponsored activities



Consequences, Continued

Report Type	Comment
Expulsion (Continued)	<ul style="list-style-type: none"> • misuse or distribution of over-the-counter substances • habitual truancy • smoking or using tobacco on or off school premises, or at school-sponsored activities • theft and deliberately damaging in any way any property belonging to the school • possession of any weapon, including but not limited to, knives and firearms, (real or imitation) or pepper spray • direct involvement as principal or accessory in any crime where student arrest or arraignment takes place

NOTE: This expulsion policy is taken directly from the Diocese of Orange guidelines: Diocesan Handbook 4006E.



Anti-Bullying Policy

Everyone at Sts. Simon & Jude School is committed to making our school a safe and caring place for all students. We will treat each other with respect, and we will refuse to tolerate bullying in any form at our school.

Our school defines **bullying** as follows:

Bullying is unfair and one-sided. It happens when someone keeps hurting, frightening, threatening, or leaving someone out on purpose.

Examples of bullying include:

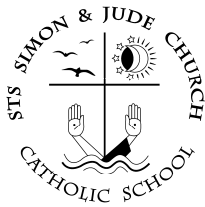
- Hurting someone physically by hitting, kicking, tripping, pushing, and so on.
- Stealing or damaging another person's things.
- Ganging up on someone.
- Teasing someone in a hurtful way.
- Using put-downs, such as insulting of someone's race or making fun of someone for being a boy or a girl.
- Touching or showing private body parts.
- Spreading rumors about someone.
- Leaving someone out on purpose or trying to get other kids not to play with someone.

Staff at our school will do the following things to prevent bullying and help children feel safe at school:

- Closely supervise students in all areas of the school and playground.
- Watch for signs of bullying and stop it when it happens.
- Teach the RESPECT program to students in grades T.Y.K.E. – 8.
- Respond quickly and sensitively to bullying reports using the Four-A Response Process and coaching models.
- Take seriously parents' concerns about bullying.
- Look into all reported bullying incidents.
- Assign consequences for bullying based on the school discipline code.
- Provide immediate consequences for retaliation against students who report bullying.

Students at our school will do the following things to prevent bullying:

- Treat each other respectfully.
- Refuse to bully others.
- Refuse to let others be bullied.
- Refuse to watch, laugh, or join in when someone is being bullied.
- Try to include everyone in play, especially those who are often left out.
- Report bullying to an adult.



Behavior Probation Policy

The purpose of this policy is to identify students who are not meeting grade level behavior standards. Once identified, we will use our available resources to assist these students to regain satisfactory behavior standing. If another grading quarter has elapsed, and the student has not responded to these efforts, another learning environment may be recommended to help the student succeed.

Behavior Probation Procedures

1. When the homeroom teacher determines that a student is behaviorally deficient, the Principal is notified and given the appropriate documents/information.
2. The Principal, upon verification of the deficiency, will process the probation papers, and notify the student and parents by letter. Behavior probation will also be noted on the SLA.
3. Behavior probation will commence the first day of the new quarter, and end the last day of the same quarter.
4. If a student is on behavior probation for two quarters per year, whether consecutively or non-consecutively, another learning environment may be recommended.

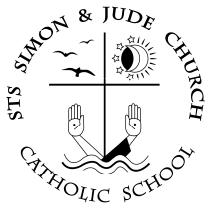
Zero Tolerance Policy

Sts. Simon & Jude School has adopted the following:

It is against the law to bring dangerous objects to Sts. Simon & Jude School. Students are prohibited from bringing weapons of any kind, or look-alikes, to school or to school-sponsored activities. Such dangerous objects include firearms, knives, devices that cut, puncture, explode or burn, or any other objects as defined under Article 12020 of the California Penal Code. Such objects will be immediately confiscated, and the Huntington Beach Police Department will be notified.

If there is reasonable suspicion that a student possesses such a dangerous object for malicious or unlawful use, that student, his/her locker, desk and personal belongings may be searched as per the guidelines established in the Diocese of Orange Handbook, Article 4010.

Any student who brings a weapon or dangerous object to school will be suspended off campus for three days, and referred by the administration for an **EXPULSION HEARING**.



Additional Conditions

Additional conditions under which a student may be asked to leave the school:

- As a parochial Catholic school dedicated to high spiritual and academic standards, the administration, faculty and staff are committed to providing the best educational environment for all students. Despite our best efforts, conditions may arise in which a child is asked to leave the school. These circumstances include, but are not limited to, any combination of the following:

Lack of academic effort or progress as indicated by:

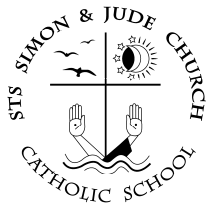
- academic probation for more than one quarter per year in any subject
- failure to take advantage of extra help offered through peer tutoring, one-on-one teacher instruction, Study for Success, etc.
- consistent* performance below ability level
- despite child's, parent's, and school's best efforts, the child is unable to be a successful learner

A student's consistent lack of cooperation with school policy as indicated by:

- excessive* and chronic* tardiness
- excessive "Failure to Complete" notices
- behavior or attitude not exemplifying the standards of a Catholic school student
- lack of effort as noted on progress reports or report cards
- pattern of defiance to school personnel or Code of Student Conduct

Parental lack of cooperation with school personnel or policy as indicated by:

- failure to cooperate with academic standards, including homework completion, or detention policy
- unwillingness to comply in a timely manner with school's recommendation for tutoring, retention, counseling, educational assessment and/or follow through in these areas
- public and consistently negative attitude and lack of support by the parent(s) for the teacher, school personnel, or school policies
- verbal or physical harassment of school personnel or their designated stand-in



Additional Conditions, Continued

Under normal circumstances, a child is not to be deprived of a Catholic education on grounds relating to the attitude of parents; nevertheless, it is recognized that a situation could arise in which the uncooperative or negative attitude of the parents might so diminish the effectiveness of the school in acting "in loco parentis" that continuation of the child in the school might be morally impossible. In such a case, it is imperative that the Pastor of the parish supports the decision of the Principal from a pastoral standpoint.

NOTE: *The terms "consistent," "excessive," and "chronic" will be determined per grade level by the teachers in cooperation with the Principal.

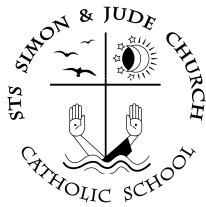


Parents' Grievance Process

There are times when misunderstandings occur between parents and school personnel, or times when a procedure or policy needs clarification. The following are the steps for addressing concerns:

- If the concern involves school personnel, the parents are to arrange a meeting to discuss their concerns. The results of that meeting are to be in writing with all parties signing. If communication takes place by telephone, the school personnel are to write down the results of that conversation, including date and time, and send a copy to the parents.
- If there is no resolution in step one, the parents are to call the Principal and arrange a time for everyone to meet. The parents should provide a copy of the results of the first meeting. The expressed purpose of this meeting is to bring about a resolution. Again, notes should be taken, with all parties present signing and copies distributed.
- If no solution is reached, the parents are to call the Pastor and arrange for a meeting with all parties present. The purpose of this meeting is to resolve the situation. The results of this meeting are to be in writing with all parties signing, and copies distributed.
- If no solution can be reached, the parents are to write a letter to the Superintendent of Catholic Schools briefly stating the problem, and providing copies of all written documents from the meetings held. The Superintendent will review all documentation and decide on a course of action after consultation with the Pastor and Principal.

In such disputes, we protect our right to interpret school rules and guidelines fairly, based on truth and justice. The ultimate goal is the child's well being and provision of an optimal learning environment.



Student Dress Code

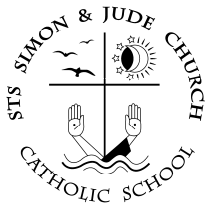
As a Catholic school, our focus is on educating the whole person. We believe that a student's appearance has an impact on his/her attitude and behavior. Your youngster's adherence to our dress code teaches self-discipline, a sense of modesty and proper attire, and how to make choices based on imposed criteria. The student is guided to make decisions based less on popular dictates of appearance, and more on standards of good taste, respect for oneself, and pride in one's school. Our philosophy is to create an environment of excellence, in all aspects, and to encourage each student's personal commitment to these high standards.

Uniforms

Most uniform items as described on the following pages may be purchased at:

Vicki Marsha Uniforms
5292 Production Drive
Huntington Beach, CA. 92649
(714) 895-6371

The SSJ sweatshirts with the school logo may be purchased in the school office. Items marked "opt" (optional) mean that although these items are part of our uniform code, they are not widely worn by most students. You may choose to purchase these at your discretion.



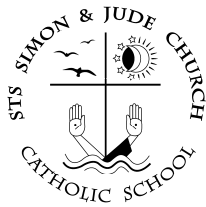
Boys' Uniform

Grades T.Y.K.E. - 6

1. Any pullover style white knit shirt with a rounded or pointed collar with or without the school logo. Shirts are to be properly fitted and tucked in at all times when in class. During P.E. and recess shirts may be untucked, but must be fully tucked in before students return to class.
2. Only plain white T-shirts may be worn under the uniform shirt.
3. Navy twill walking shorts, **available only from Vicki Marsha**, may be worn. Shorts must be properly *fitted, not baggy, worn at the natural waist, and at the top of the knee or above.*
4. A navy sweatshirt with the SSJ logo should be worn. *No other sweatshirts may be worn.*
5. Navy sweatpants without labels or logos may be worn when the temperature is **60 degrees or lower.**
6. Navy cotton, thin corduroy, or twill pants, properly fitted and worn at the natural waist, *only from Vicki Marsha.* No contrast stitching, labels, jeans or denim type material.
7. P.E. uniforms are to be worn by all students in grades K - 8. This uniform can only be purchased in the school office. *Students in grades K - 4 may wear their P.E. uniforms to school in lieu of their regular uniform on their assigned P.E. days.*

NOTE: Students in grades 5 - 8 will change for P.E.

8. A navy sweater in either a crew, v-neck, or cardigan style may be purchased at Vicki Marsha. A navy sweater vest from Vicki Marsha is allowed in grades K - 8.
9. Plain white crew length socks must be worn at all times at the designated height. Golf socks, tennis socks, or anklets may not be worn. Socks may not be rolled down into the shoe.
10. **Casual or athletic** shoes *must* be worn to school. These would include cross-trainers, running, basketball and skateboard shoes. Shoes must have laces (no slip-ons) and be tied in the traditional manner at all times. **Shoes and laces must be blue or white only. Any and all accent colors must be either blue or white.** Shoes with designs other than the manufacturer logo are not allowed. No bare feet, sandals, hiking boots, other boots or extreme styles/colors are allowed at any time. Students in Tyke, kindergarten and first grade are allowed to wear Velcro-closing in shoes.



Boys' Uniforms, Continued

11. Sports sweatshirts or uniforms of any kind are not to be worn during school hours without prior permission from the administration. Students may change into sports outfits for practice or games at dismissal.
12. Only school uniform jackets may be worn. However, on rainy days students may wear any kind of rain gear, jackets, or raincoats.
13. Navy, brown or black belts must be worn with shorts or pants that have belt loops. Chains, key chains, etc. may not be worn to school.

Grades 7 and 8:

1. All guidelines outlined above apply to our junior high students.
2. Sweatshirts with the SSJ logo may be navy or green.
3. Sweater vests may be navy or hunter green (opt).
4. Graduation t-shirts or sweatshirts may be worn by graduating 8th grade students.

Hairstyles

Boys' hair must be worn above the collar, above the ears and eyebrows, and neatly combed. Extreme or 'faddish' hairstyles and unnatural hair color are not permitted. Buzzed or shaved portions of the head (sides, top, back) are not allowed. If hair is worn spiked, it may not be more than 1.5 inches in length. All male students must be clean shaven at all times. Sideburns may not extend below the ear or be flared. Students whose hair color changes during the school year will be subject to a disciplinary referral and the consequences thereof. Tattoos are not permitted. **Boys may not wear earrings or other body ornaments.**



Girls' Uniform

Grades T.Y.K.E. - 6

1. Any pullover white knit shirt without logos, or a short-sleeved uniform white buttoned blouse with a rounded collar; or a white knit shirt with SSJ logo may be worn. No turtlenecks are allowed. Shirts and blouses are to be properly fitted. During P.E. and recess shirts and blouses may be untucked, but must be fully tucked in before students return to class. Blouses must be purchased through Vicki Marsha.
2. Only plain white undershirts may be worn underneath the uniform blouse. These may be worn 'untucked' during P.E. and recess only.
3. Navy or uniform plaid walking shorts must be purchased from Vicki Marsha only. Skorts and shorts are not to be rolled at the waist and may be no shorter than 3 inches above the knee. Girls may also wear thin corduroy and twill long pants, fitted and worn at the natural waist **from Vicki Marsha only**. Color coordinated belts must be worn with shorts or pants that have belt loops.
4. Girls in grades K - 6 wear the uniform plaid jumper. The hem of the jumper must touch some part of the knee. Girls in 6th grade also have the option of wearing the plaid skirt. Clothing may be altered to reflect school policy.
5. Sweatshirts in navy, with the SSJ logo only, may be worn. **No other sweatshirts are allowed.**
6. Navy sweatpants without labels or logos, may be worn if the predicted daytime temperature is **60 degrees or cooler**.
7. P.E. uniforms are to be worn by all students in grades K - 8. This uniform can only be purchased in the school office. Students in grades K - 4 may wear their P.E. uniforms to school in lieu of their regular uniform on their assigned P.E. days.

NOTE: Students in grades 5 - 8 will change for P.E.

8. A blue sweater in crew, v-neck, or cardigan styles, purchased from Vicki Marsha, may be worn. A navy sweater vest from Vicki Marsha is allowed in grades K - 8.
9. Socks must be solid color white or navy blue, knee high or crew length only and worn at the designated height. **Socks may not have any lace or ornamentation.** Golf socks, tennis sock or anklets may not be worn. Opaque, solid color (white or navy blue) tights may be worn with the jumpers or skirts. Leggings, nylons, anklets or stockings are not permitted. Socks may not be rolled down into the shoe.



Girls' Uniforms, Continued

10. Casual shoes or tennis shoes may be worn to school. Shoes must have laces (no slip-ons) and be tied in the traditional manner at all times. **Shoes and laces must be blue or white only. All accent colors must be either blue or white.** Shoes with designs other than the manufacturer logo are not allowed. No bare feet, sandals, hiking boots, other boots or extreme styles/colors are allowed at any time. Girls in Tyke through 4th grade may wear "Mary Jane" style shoes. These must be solid black or navy blue in color. Students in Tyke, kindergarten and first grade are allowed to wear Velcro-closing shoes.
11. Only school uniform jackets may be worn. However, on rainy days students may wear any kind of rain gear, jackets, or raincoats.
12. Sports sweatshirts or uniforms of any kind are not to be worn during school hours without prior permission from the administration. Students may change into sports outfits for practice or games at dismissal.

Grades 7 and 8

1. All guidelines outlined above apply to our junior high students. Girls in grades 7 and 8 wear the uniform plaid skirt. Skirts are not to be rolled at the waist, and the hem of the skirt must touch some part of the knee (top, middle, or bottom).
2. Sweatshirts with the SSJ logo may be navy or green.
3. Sweater vests purchased from Vicki Marsha may be navy or hunter green.
4. Graduation t-shirts or sweatshirts may be worn by graduating 8th grade students.

Hair styles/Jewelry/ Make-up

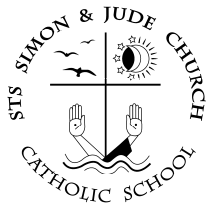
Extreme hairstyles and unnatural hair color are not permitted. Students whose hair color changes during the school year will be subject to a disciplinary referral and the consequences thereof.

Tattoos are not permitted.

Jewelry should be limited to wristwatches. Small stud earrings may be worn, but for safety reasons, no hoops or dangling earrings are allowed.

NOTE: Only one earring may be worn in each ear, and must be placed on the ear lobe only.

Only junior high girls may wear *natural* color foundation and *clear* nail polish or lip-gloss. Eye shadow, mascara, lipstick, body glitter, and eyeliner *cannot* be worn to school. Acrylic nails, fake nails, and French manicures are not permitted at school.

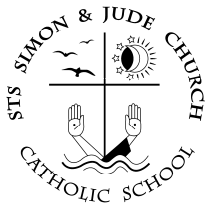


Free Dress Guidelines

From time to time, students may be granted *free dress days*. Free dress is a privilege, and will be treated as such. **Students who consistently violate these guidelines will have this privilege revoked.**

- Student free dress must be neat, clean, in good taste, and in good condition.
- No short shorts, tank tops, spaghetti straps, spandex, crop tops, scarves, hats, or baseball caps are allowed (shirt must cover tummies and belly button at all times).
- Shorts for both boys and girls must be fitted and 2 to 3 inches above the knee (no shorter, no longer.) **Shorts and pants are to be worn at the natural waist.**
- The hem of skirts and/or dresses must touch some part of the knee.
- Sagging styles: over-sized shirts or pants are not allowed.
- Denim of any color may be worn, as long as it is in good condition without tears or patches.
- On meeting days, Brownies, Girl Scouts, Cub Scouts, and Boy Scouts may wear their designated uniforms to school. **These uniforms may not be worn to P.E. class.**
- Socks or nylons (**girls only**) must be worn. **Nylons may only be worn with a jumper or skirt.** Socks must be crew length or knee length.
- Shirts or blouses must be free of suggestive or inappropriate pictures or slogans. **The neckline of the shirt may extend no lower than a two-finger width below the collarbone.**
- **Shoes must meet the guidelines of the regular school uniform code as to the style. The blue/white color rule does not apply.**
- The school reserves the right to send a student home if he/she is dressed inappropriately.

NOTE: The school reserves the right to determine and restrict unbecoming styles that, in our opinion, reflect negatively on the school and/or the person.



Student Activities

Participation in extracurricular activities requires that the student is expected to maintain a grade point average of “C” or better during each grading period in all subjects and conduct.

Athletics

Sts. Simon & Jude School is a member of the Parochial Athletic League. Our students participate in those sports that are PAL approved for intramural play in the Diocese of Orange. We strive to provide a healthy balance of competition and participation. Parochial Athletic League (PAL) sports are open to both boys and girls in grades 5 - 8. These leagues are school-sponsored, but are somewhat self-supporting. Students accepted to play on any team pay a school sports fee. Supervised practices are held after school hours on campus. Parents are expected to supervise and transport their students to and from the games.

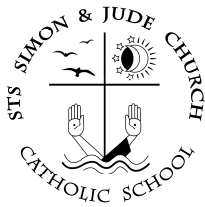
Students are expected to maintain a minimum G.P.A. of 2.0 and a C in conduct on the quarterly SLA. **Failure to do so will result in suspension from play for a minimum of one grading period. The grading period for this eligibility is defined as SLA to Progress Report, or Progress Report to the next SLA.** Satisfactory improvement must be shown at that time or the student will remain ineligible for the rest of the season.

A student who does not participate in P.E. on any given day cannot participate in an after-school athletic activity on that same day. Students who are medically excused from participating in physical education classes will not be allowed to participate in school-sponsored extracurricular sports activities.

All sports fees must be paid and current for a student to continue to play. Students are responsible for the return of all sports uniforms at the end of the season, or they will be charged an appropriate replacement fee.

Cheerleading

Students in grades 5 - 8 may participate on the SSJ Cheerleading squad. Tryouts are generally held in the spring. The eligibility requirement for cheerleading are the same as those described under Athletics.



Choir

Students in grades 2 - 8 are encouraged to join the SSJ choir. Attendance at all practices, performances, and sung Masses is required unless members have a written excuse from a parent.

CJSF

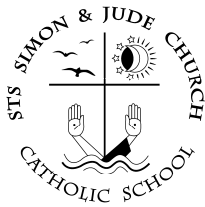
The California Junior Scholarship Federation is an organization open to 7th and 8th grade students. Requirements for membership are:

- student must have completed at least one semester of 7th grade
- student must be recognized as a worthy school citizen
- student must have no grade lower than a C
- student must earn a total of 10 points (A = 3 points; B = 1 point) in the academic subjects of literature, English, math, science and social studies. First and second quarter grades both qualify.
- student must provide eight hours of service to the school and the community
- student must apply to the faculty advisor during the first two weeks of each semester

Membership in CJSF is neither automatic nor compulsory. Membership is for one semester only, but may be renewed again whenever the student meets the requirements. Students who are members of CJSF for both 8th grade semesters and one 7th grade semester will become Honor Award members, and will receive the official Honor Award Certificate at graduation. These Honor Members will have the Gold Seal affixed to their diplomas, and their cumulative records stamped as "CJSF Seal Bearer." Notification of membership will be forwarded to the student's high school, and they will be accepted as associate members their first semester.

Student Council

Student government is organized and developed so that it not only provides service to the school, Church, and community, but also develops responsibility in the students. Students in grades 4 - 8 may be Student Council representatives. Junior high students may campaign for student government positions. Students' grades must reflect someone working to the best of his/her ability, with no failing grades. Effort and conduct grades must be G or better. Elections are held in the spring for the following school year.



Health and Safety

Health Records

All T.Y.K.E. and Kindergarten students are required to have a health examination certificate completed by a doctor before the first day of school. Forms for this are available in the health room.

All students entering 7th grade must have completed three hepatitis B immunizations and a second measles or MMR shot before the first day of school.

Any allergies, serious illness, or chronic physical condition should be indicated on the blue emergency card.

Medication

The school assumes no responsibility regarding medication that a child may be required to take during school hours. However, if a child requires medication at school, the parent and physician or dentist must fill out a medication permission form. Forms for this are available in the health room. Prescription drugs are to be in the original container with physician's directions clearly evident. At no time may any member of the school staff, other than the health room nurse or administrator, dispense any type of medication (this includes aspirin). No medication may be kept in the classroom or in the child's possession during school hours.

Immunizations

California State Law requires that each child in school be current with their immunization in order to attend school. These records with the date and type of immunization must be on file in the health room by the first day of school.

Insurance

The Student Accident Insurance Program is available and required for all students by the Diocese of Orange. An insurance fee is included in the tuition. Please note that this is a secondary insurance policy. Injuries received during school-supervised activities, and/or injuries, which occur while being transported to or from school, have limited coverage by this school insurance policy. If your student is injured in this way, please contact the school office and request an insurance form within five days.



Supplemental Health Services

Supplemental health services are provided through the generosity of our parents and local medical personnel. We strive to provide vision screening for all students in grades 1, 3, 5 and 7, and vision testing for students with suspected vision problems every other year.

Bicycle Safety

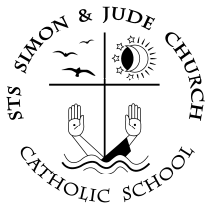
Traffic laws which apply to automobiles also apply to bicycle riders. The students must comply with these rules. Please be sure your child understands the rules of safety. **BIKE HELMETS** are to be worn to and from school. All bikes must be locked while on campus, and must remain in the bicycle racks until students are dismissed to go home.

BICYCLES MAY NOT BE RIDDEN ON THE SCHOOL GROUNDS between 7:40 A.M. and 4:00 P.M. Violators may have their bikes confiscated by school personnel for a period of time.

SKATEBOARDS, SCOOTERS, and ROLLERBLADES are not allowed on campus at any time.

Fire/Earthquake/Disaster Preparedness

Safety drills are held on a regular basis. Parents are asked to become familiar with our Disaster Preparedness Plan so they will know their roles and responsibilities in the event of evacuation.



Playground Safety Rules

To ensure the safety of the students at Sts. Simon & Jude School, the following rules will be enforced when on the playground. All playground equipment must be used safely. No standing on top of any bars, or jumping off of playground equipment. At all times be aware of others, and follow the Playground Safety Rules.

1. PLAYING IN THE SAND

- No throwing sand.
- If you dig holes during recess, make sure you fill them back in before the bell rings.
- The rubber surface areas have been developed for safety and access areas. Do not dig on, or throw sand on these areas.

2. BENCHES

- Two benches are available for sitting only. No standing or jumping off allowed.

3. ZIP/MONORAIL

- One student at a time may hold onto the handle with two hands, and slide across.
- Climbing on top of the rail or side poles is not permitted.

4. SWINGS

- Sit in swings facing the Stay Care building, and hold with both hands while swinging.
- Do not stand, twist, or jump off of swings. Wait until the swing stops to get off.
- The poles on the sides and above the swings are not to be used for climbing.
- Students must take turns on the swings. Do not stand in front of or behind anyone who is swinging. Keep a safe distance when standing in line waiting a turn. (Students may count 30 swings and then relinquish the swing for the next student in line.)

5. FLIP FLOP (TEETER TOTTER TYPE)

- One student per seat at a time.
- Students must sit and face forward while facing their partner on the other side.
- Do not get off the Flip Flop without telling your partner.
- No climbing on the bars around or supporting the Flip Flop.

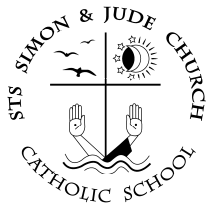
6. PULL UP/CHIN UP BARS

- Hands on the bars at all times.
- No flips off the bars.
- No standing on the bars.



Playground Safety Rules, Continued

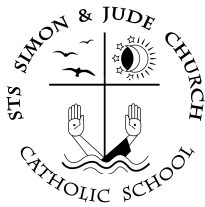
- Do not climb onto the Monkey Bars or Lily Pods from the Pull Up/Chin Up Bars, and vice versa.
7. LILY PODS
- One student per Lily Pod.
 - No kicking or pushing one another.
 - No climbing up the Lily Pod or on top of the bars above.
8. MONKEY BARS/LADDER
- One student on the ladder at a time.
 - One student may cross at a time.
 - No climbing on top of the bars.
 - Hands must be on the bars. Keep feet down towards the ground.
 - No chicken fights or contact with anyone who is attempting to cross.
9. ROCK WALL
- One climber on a section at a time. Be aware of others around you.
 - Keep hands to yourself.
 - Do not stand or sit on top of the wall.
 - Take your time when climbing.
10. LARGE STRUCTURE WITH THREE SLIDES, POLE, AND CLIMBING CHAIN.
- One student at a time going down the slides and pole.
 - Students must sit and go down feet first when on the slides.
 - Students must look to make sure it is clear before going down the slides or pole.
 - When sliding down the pole, students must hold the pole with two hands and wrap their legs/feet around it.
 - Only one student at a time may climb the chain, using their feet on the rocks to climb up the ramp.
 - No running, pushing, or jumping off this entire structure.
 - No standing on any bars on this structure. Feet should always be on the platform, except when sliding down the slides or pole.
 - No climbing up above the platform area towards the top.
11. GENERAL PLAYGROUND RULES
- Games involving tackling or chasing are not allowed for student safety. No tackling, fighting or chasing that is “just playing around!”
 - Students are to stop playing at the sound of a whistle or when the bell rings at the end of recess and lunch. When the bell rings or the playground supervisor blows a whistle, students must walk to line-up areas.



Playground Safety Rules, Continued

- Drinks and restroom use should be completed before the warning bell. No drinks or bathroom use after the bell.
- Playground equipment is not to be taken into the restrooms
- Students should use restrooms, wash their hands and leave the restrooms. No playing in the restrooms.
- Balls should be kicked on the grass area only, not on the blacktop. Do not kick volleyballs, soft rubber balls or tetherballs.
- Students should not climb on backstops, fences, trees, lunch tables, block walls, or fire hydrants.
- Tell the playground supervisor if the ball goes over the fence. Do not leave the school grounds for any reason.
- Ask the playground supervisor for help if you have a problem.
- Students cannot hang on, or from, the basketball nets or rims.

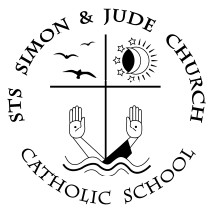
****If bees or wasps are on the playground, go immediately into the Stay Care building.**



Traffic Guidelines

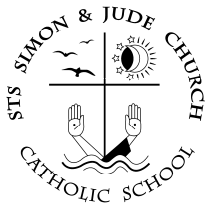
Our traffic safety program is very important for the well being of our school families. It involves all students, parents, and any person involved in getting children to or from school. Please be sure you and your children understand these rules, and follow them **CONSISTENTLY**.

1. Enter school grounds from Indianapolis only, using the driveway closest to the field. Since this is an **ENTRANCE ONLY** driveway, cars coming from **BOTH** directions may enter at the same time.
2. You may exit on Magnolia only to turn right.
3. If you exit on Indianapolis, for safety's sake from 7:40 - 8:10 A.M. and from 2:45 - 3:15 P.M. you may only turn right out of the church driveway.
4. Under no condition is a child to be **PICKED UP OR DROPPED OFF** in front of the church on Magnolia, or on the sidewalk along Indianapolis.
5. The driveway behind the school and annex leading to Magnolia is closed during school hours, and is used for bike parking and a play area by students.
6. Please do **NOT** drive past the white bumpers during school hours for any reason. Our children are at play.
7. Parents may not use the parking slots closest to the playground for this same reason.
8. If you have another person picking up your child, please inform him/her of our traffic safety rules.
9. Students are to wait for rides behind the white bumpers. Children may not wait for rides in front of the church, or along the brick wall on Indianapolis.
10. Students and adults leaving the school playground to get to their cars in the parking area are to use the crosswalks at all times.
11. Cones will be placed in parking spaces on both sides of crosswalks so those cars will not be able to back up into crosswalks. Avoid backing up in the area between the white and yellow bumpers.
12. Latecomers: Please watch your speed in the parking area. Do not drive diagonally across the lot.



Traffic Guidelines, Continued

13. The area between the white and yellow bumpers is designed for two rows of vehicles to pull through. In the morning, this will be used like a McDonald's drive-up: pull up, drop off students, pull through and leave. ***No backing up and no waiting as the person pulled up behind you cannot back up but must pull through your space to leave.*** In the afternoon this area may be used for regular parking as you wait for your student.
14. If it is necessary to get out of your car for any reason, you must park behind the yellow bumpers.
15. Please park only behind the yellow bumpers from 7:30 A.M. until 2:50 P.M. The area between the yellow and white bumpers is used for recess and P.E. classes during the school day.
16. All parents picking up or dropping off Kindergarten students mid-day must park behind the yellow bumpers.
17. We strongly encourage you to drop your child off by 7:45 A.M. to avoid traffic delays when entering or leaving our campus in the morning.
18. The license number of any car that does not follow all the traffic safety rules of SSJ **WILL BE PUBLISHED IN THE TUESDAY COMMUNICATION.** This is not to cause embarrassment, but to remind you that the safety of all our children is **MOST IMPORTANT.**
19. On rainy days only, vehicles will follow the pattern of pulling up in front of the blacktop facing classrooms.



Parental Information

Cancellation of School

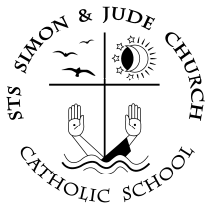
Cancellation of school takes place only during circumstances such as extreme weather conditions, equipment failure, public crisis, or at the recommendation of the diocesan or parish offices. The Principal is aware of the hardship that can be caused by an abrupt cancellation. Therefore, school will not be canceled unless a significant safety risk has been created by unusual circumstances.

Cheating

Cheating is a serious compromise of a student's integrity and will not be tolerated. If cheating is discovered the student's work will be confiscated. A failing grade will automatically be recorded for the work and the parents will be notified via a detention.

Child Abuse Reporting Obligations

In accordance with Diocesan policy and California law, school staff is obliged, under penalty of fine and jail term to report the reasonable suspicion of physical abuse, emotional abuse, emotional deprivation, physical neglect, inadequate supervision, or sexual abuse and exploitation. In this very serious and legally narrow area, the school will not contact parents in advance of making a report to legal authorities, which would be the procedure followed in most other legal matters. The clear intent of the law, based on the seriousness of the crimes listed above, is to mandate that a report of reasonable suspicion of abuse be made. School staff will make such reports in the best interests of the affected child and do not, once reasonable suspicion is established, have any legal alternative except to make the report to the proper authorities for their investigation and review.



Counseling Services

Sts. Simon & Jude School, in conjunction with Outreach Concern, offers a comprehensive counseling program for our students, parents, and staff. The program's focus is to provide a better learning environment in the school by freeing emotional and communicational blocks to educational success.

The program's primary emphasis is on individual counseling for students in need. The program is also designed to provide consultation and support to parents, teachers, administrators, and adjunct staff. The counseling program will serve as a personal component of the school, providing enhanced communication between all persons of the school network with the ultimate goal of providing a better educational environment.

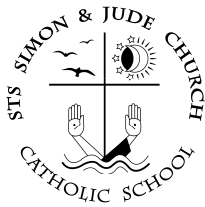
Parents are encouraged to take advantage of these services when they feel their child needs temporary, ongoing, or preventive help in dealing with the emotional stresses of the school year. All personal communications will be considered confidential. The counselor may see any child through self, teacher, parent, or administrative referral. If a child is to be seen on an ongoing basis, parents will be notified. Families are NOT charged any additional fee for their involvement in this program if counseling sessions are limited in number and held at school.

Custody of Minors

No unauthorized organization, agency, or person may be allowed to assume custody of any student on school premises before, during, or after school hours unless explicitly authorized by a parent or guardian.

Endowment

Sts. Simon & Jude School, with the direction of the Diocese of Orange and the support of our Pastor, has initiated an Endowment Program to guarantee academic excellence and fiscal stability through the next generation. Information on this program is available through the school or parish office. We welcome your involvement and support to guarantee that parents who are unable to afford the full cost of tuition may still be able to pursue Catholic education for their child, and to ensure the continued excellence of Sts. Simon & Jude School.



Fundraisers

The rising cost of Catholic education, and our desire to keep your tuition amounts reasonable, necessitates fund-raising activities. We try to keep these to a minimum, and encourage your support in these efforts. Families have the option to participate in four of the major school fundraisers (Annual Auction, Gift Wrap, Magazine Drive, Scrip) so that the net profit to the school is \$500 or pay the fundraising fee of \$500. The Parent-Faculty Association (P.F.A.) generally sponsors these four fundraisers each year. Your support for these events is greatly appreciated. Information on these fundraisers will be sent home with the Tuesday Communication.

Guidelines to Communication

It is the goal of the administration and faculty to keep the lines of communication open and to give ample time to all of our parents. To help us implement this goal, we ask that you call the office to arrange an appointment to meet with the Principal or the teachers at least one day in advance. This will guarantee that the individual will be there and will have time to meet with you. It is our desire that parents recognize the necessity of proper communication in dealing with any problem that arises. **Any matter involving a student's work or behavior must be taken up with the teacher first.** If the problem cannot be resolved at this level, the proper channels for appeal are:

- Principal;
- Pastor;
- Superintendent of Schools.

NOTE: Teacher assistants are never to be consulted regarding student performance in the classroom.

Family Envelope

(See also Tuesday Communication) Each family will receive a family envelope the first week of school. Important items of school business will be sent home in the family envelope every Tuesday with the oldest child in the family. This envelope **MUST** be signed and returned the next school day. **If the family envelope is not returned, there will be no correspondence sent home.** There will be a .50 cent replacement cost for each lost or damaged envelope.



Gum

Our school has a three-part policy, which governs the use of gum during school hours:

- NO GUM
- NO GUM
- NO GUM

Students are expected to comply with all aspects of this policy.

Parent-Faculty Association (P.F.A.)

Our Parent Faculty Association was established to:

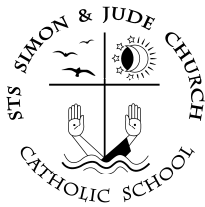
- Promote good will between parents, administration, faculty, parish and the community.
- Promote a broader appreciation of the ideals of Catholic education, and to enlist the spiritual, educational, and social resources of home and school to provide the best education possible.
- Coordinate, administer, and oversee ALL school-related fund-raising events for the dual effort of promoting enrichment activities and contributing funds to the operating budget of the school.

All parents or guardians, faculty, and staff are considered members of the P.F.A. Meetings are open to everyone.

Recess Policy

Weather permitting, students are given two recesses each day. Decisions to have outside recess during inclement weather depend upon the temperature, the wind chill factor, and the wetness of the playground. On cold days, students should dress appropriately for outside recess. All students must be on the playground during outside recess. Only students who have been requested by a teacher to remain in the classroom, or who have a health room pass, will be allowed in the building during recess time.

Students will have supervised free time in the classroom on days when inclement weather prevents outside recess. Parents may volunteer to supervise children at this time to allow faculty a lunch break.



Sacramental Process

Sts. Simon & Jude School works closely with parents and the parish Catechetical Formation office to help prepare students for the reception of First Eucharist and Reconciliation. As the primary educators of their children, parents have both the privilege and obligation to bring them into the life of the Church. As stated in the *Catechism of the Catholic Church* (1994): "Education in the faith by the parents should begin in the child's earliest years. This already happens when family members help one another to grow in faith by the witness of a Christian life in keeping with the Gospel. Family catechesis precedes, accompanies, and enriches other forms of instruction in the faith. Parents have the mission of teaching their children to pray and to discover their vocation as children of God. The parish is the Eucharistic community and the heart of the liturgical life of Christian families; it is a privileged place for the catechesis of children and parents."

For parents whose children are ready to begin the process of instruction leading to reception of Eucharist or Reconciliation, the following information may be helpful:

Eucharist

This sacrament of initiation marks the fullest participation in the faith life of the community through Communion at the Lord's table. A child's first community is the family. It is the family experience that prepares an individual for the larger family of the faith community.

Guidelines for preparation include:

- Minimum age: baptized and at least seven years of age
- Faithful participation of children in Catechetical Formation classes or Catholic school, during the year proceeding the time of preparation as well as during the time of preparation.
- Parent participation in Eucharist Preparation sessions.
- Family participation in the Rites and special gatherings.

Eucharist Preparation sessions for parents provide information about the history and theology of this sacrament. Time is also spent reviewing the role of the parents during this preparation time. Materials to use with the child are provided and explained in detail.



Reconciliation

A sacrament of healing, Reconciliation celebrates our need for forgiveness and our need for strength to become better persons.

While the minimum age is seven, the Bishops of the United States have cautioned parents and parishes to separate preparation for this sacrament from preparation for Eucharist. Our parish supports the philosophy that children around the age of ten are better able to grasp the concept of making decisions that affect the kind of person they are becoming.

Guidelines for preparation include:

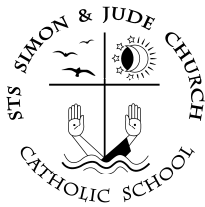
- Children must faithfully participate in Catechetical Formation classes through the parish or Catholic school during the year preceding the time of preparation as well as during the time of preparation.
- Parent participation in the Reconciliation Preparation sessions.
- Family participation in the Rites and special gatherings.

Reconciliation Preparation sessions for parents provide information about the history and the theology of the sacrament. Time is again spent reviewing the role of the parent during this preparation. Materials to use with the child are provided and explained in detail.

School Advisory Council

The mission of the Sts. Simon & Jude School Advisory Council is to support excellence in Catholic education through sound fiscal planning, to review and help formulate school policy, and to foster a meaningful and supportive relationship with the parish community. The School Advisory Council functions as an advisory body to the Pastor and the Principal.

The Advisory Council meets the fourth Tuesday of each month in the Faculty Lounge. Parents are welcome to bring their suggestions or concerns before the Council.



Service Hours

The service hour policy is an integral part of our school, and is designed to encourage parent involvement in the day-to-day activities of your children. We rely on your talents, service, and generosity to benefit students and the school community as a whole. The service hour commitment is 60 hours per school year, per family, or 40 hours for single parent families. You must be 18 or older to work service hours. Hours may be earned beginning May 1st, and ending April 30th. **All entries must be recorded in the service hour book by April 30th.**

All volunteers and school visitors must check in at the school office before conducting any school or classroom business.

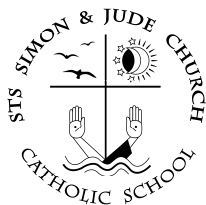
In an effort to offer multiple opportunities for our families to become full participating members of Sts. Simon & Jude's faith community, school parents may now earn service hours for volunteering in **specifically designated** parish programs or events. A total of **50%** of your requisite service hours may be earned by volunteering for any of the specified parish activities. Please call the school office if you have any questions regarding this change in policy.

Additionally, *special items that are specifically requested* and of benefit to the school may be donated for service hours. Such requested items will be mentioned in the Tuesday Communication. **Receipts for such requested donated items must be attached to your service hour sheet in order to receive credit. Up to half the value of your service hour commitment may be in the form of a donation, the other half must be worked as a volunteer. All baked good are considered donations.**

Under no circumstances will a donation of an item or amount of money to a particular classroom, teacher or event count toward your service hour commitment **WITHOUT WRITTEN APPROVAL OF IT** from either the Principal or the accounting office. Thus, donations may not automatically be written off in lieu of your service hour commitment. Unless stated below, you **must seek prior approval, and you must provide documented proof of the cash value (by receipt, sales slip etc.) of the item.**

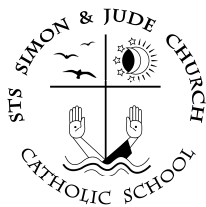
You will be billed for the balance of your unworked hours the first week of May. The balance of your service hour fee is due May 1st and late after 3:00 P.M. on May 15th. You must sign the Volunteer Sheet (in front of the accounting office) each time you provide a specified service. You must record the date you provided the service, a brief description of the service(s), and the length of your service. **THIS IS THE ONLY RECORD OF YOUR HOURS**, and it is your responsibility to keep it up-to-date.

Hours may be shared with another family only with **prior written approval from the Principal**, and only under specific circumstances.



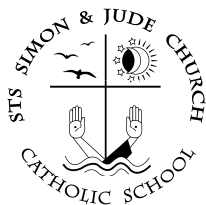
Acceptable Service Hours

Service Title	Comment
Accounting/ Front Office	Responsibilities may include typing, data entry, shredding, filing, sorting and stuffing envelopes, labels, and verifying packing slips
Child Care	Parents are responsible for working out the arrangements. Each parent (sitter and worker) receives an hour credit for each hour.
Curriculum Lab	If you like to work with your hands and be creative, this is the place! Artistic talent is not required to make many items in the curriculum lab. People are needed to make specific items for teachers, laminating, and design. Training will be provided. Hours are flexible and help is needed weekly.
Educational Volunteer Aid	Would you be willing to give two or more hours per week helping individual students master concepts? This may be done one-to-one, or in small groups. Teachers would provide direction.
Guest Speaker	We need people to serve as enrichment speakers for classes. Career, hobbies, or particular areas of interest would be appreciated.
Room Parent	The room parent chair will set up guidelines for this. Some duties would involve coordinating classroom parties, field trip arrangements, scheduling rainy day classroom supervision, telephoning parents, etc. as designated by the teacher.
Committees	Coordinators and team members are needed on various committees throughout the school year.
Donations	During the year parents may be asked to donate various items to the school or classrooms. Donations will be accepted as service hours (with prior approval) for full value with receipts. Each baked good donation is worth two (2) service hours. Donations are limited to 50% of the service hour commitment. All baked goods are considered donations.



Acceptable Service Hours, Continued

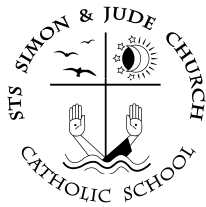
Service Title	Comment
Festival Bake Booth	Each year the P.F.A. sponsors the bake booth at the parish festival. Lots of volunteers are needed to donate baked goods and/or work in the bake booth. Each baked good item is worth two service hours.
Fundraisers	Clerical, bookkeeping, marketing, and organizational skills are needed throughout the school year. Much of this can be done at home.
Helping Hands	This is a school-based service designed to assist school families who are in need of support during times of crisis. Help may be in the form of preparing meals, transporting children to and from school, laundry, childcare and the like.
Hospitality Committee	This committee helps to coordinate special events (i.e. Open House refreshments, teacher luncheons, special visitors, Grandparents Day, etc.)
Hot Lunch Servers	Volunteers are needed weekly to serve the lunches.
Juice/Milk/Yogurt Sales	One person per day is needed to sell these items to students from 12:00 till 1:00. Small children may accompany the parent on this duty. Working one shift per week would give you about 36 volunteer hours.
Library	We need volunteers for each day of the week, to work either a morning or afternoon shift. Training is provided.
Lost and Found	One person is needed each week to sort through our lost items in an effort to find the owners. Unclaimed items will be taken home to be washed and cleaned, and then given to our Uniform Committee for "recycling."
Parent Volunteer Coordinator	This person, or team, would be responsible for connecting parent volunteers with the correct chairperson to serve their hours. This would involve phone calling, and data base capabilities. It would be a year long commitment, as we have new families entering throughout the year.



Acceptable Service Hours, Continued

Service Title	Comment
Parish Activities	50% of your service hours may be earned as volunteers at the parish fall festival, as a catechist or assistant in the Catechetical Center, as a regular member of a Lifelong Faith team, as clerical support to the parish office staff, and other specifically approved activities or events as designated by the Pastor or Principal. Please note that service or participation in any of the liturgical ministries (i.e. Eucharistic minister, lector, musician, usher, acolyte, etc.) may <u>NOT</u> be credited as service hours.
P. F.A. Meeting	Attending a P.F.A. meeting counts as one hour per person.
Playground Assistants/PAL	Needed daily from 11:30 - 1:30 Mondays through Fridays, once per week or more. Eight adults are needed daily to supervise students during their lunch period. <u>Parents who volunteer for the full 2-hour shift will earn DOUBLE service hours for their time.</u> This is a great way to meet the students and make new friends.
Retreat Team	Parent volunteers meet to help plan the retreats for the students. Volunteers are also needed the day of the retreat.
Sports	Parents are needed to act as coaches, assistant coaches and team parents for our young athletes.
Stay Care	You can assist our Stay Care staff with supervision, organizing activities, etc.
Traffic Advisor	At least two parents are needed each morning from 7:40 - 8:00, and from 2:45 - 3:05 each afternoon to coordinate traffic and supervise students and adults in the parking lot. This can be shared by one or more parents.
Uniform Exchange Coordinator	Donated uniforms are collected, washed, mended, and recycled via our uniform exchange. Plan sale days.

NOTE: The activities listed above are not all inclusive, but can be considered a guide for suggestions in helping parents fulfill their service hours commitment.



Study for Success

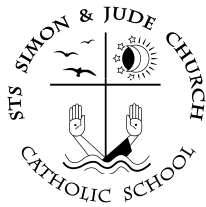
Study for Success will be held every Tuesday and Thursday after school from 3:15 P.M. until 4:15 P.M. Students sign in at the beginning of the session and are required to stay for the entire hour. The cost is \$10 per session, and parents are billed at the end of the month for the sessions their child attends.

Fundraising Fee

The tuition paid by our families does not cover the full cost of educating our students. One of the ways we attempt to close this gap is through fundraising. All families will be assessed a fundraising fee of \$500. Families may participate in the school's authorized fundraisers (Annual Auction, Gift Wrap Sale, Magazine Drive, and Scrip), or opt to pay the \$500 fee. The balance of the fundraising fee is due May 1st.

Shop and Save (Scrip)

A scrip program has been established at Sts. Simon & Jude School. Scrip may be purchased via the Tuesday communication order form. Forms are also available in the main office. Families who participate in the scrip program will receive credits toward their fundraising fee. The amount credited towards your fundraising fee will vary depending on the vendors purchased.



eScrip

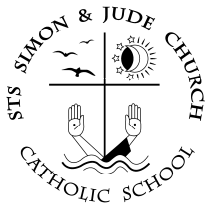
eScrip is an easy way to earn fundraising credit on everyday purchases year-round. There are a variety of participating merchants; the largest contributor is Vons/Pavilions/Safeway Corporation. A complete list of other merchants can be found via the eScrip link on the SSJ website. We encourage you to register online at www.escrip.com. **Our group ID number is 6674225.**

PLEASE NOTE: Vons/Pavilions/Safeway Corporation requires ANNUAL RENEWAL between August 1st and October 31st every school year to continue receiving contributions. This is a simple process done on the eScrip website, on the home page. (If this is not done your contributions will be interrupted and cannot be recaptured. They will begin again once you renew.)

The percentage donated by each participating merchant varies. eScrip downloads a monthly financial report for SSJ. They assess a 15% administrative fee on all transactions prior to sending the contribution to the school. All families receive credit toward their fundraiser fee based on the actual amount sent to SSJ.

Encourage your friends and family to register for eScrip and choose SSJ school to receive the contribution. Please obtain a “family and friends registration form” from the school website, complete it and return it to the accounting office. (This information is necessary to link others to your family ID #).

The annual eScrip program at SSJ is February 1st thru January 31st. These dates are based on eScrip accounting timelines and provide SSJ the ability to close fundraising statements for the end of each school year.



Albertsons Community Partners (Scrip)

Albertsons Community Partners is an electronic year-round scrip program. To enroll, register online at www.albertsons.com. Select, "In the Community" and then "Albertsons Community Partners." Provide your "Preferred Card" # and phone number, follow the prompts and enter "**Saints Simon and Jude School.**" (*It must be entered exactly this way*).

The percentage of contributions earned varies, based on total purchases. Albertsons reports contributions on a quarterly basis and they assess a small service fee at that time. All families receive credit toward their fundraiser fee based on the actual amount sent to SSJ.

Encourage your friends and family to register also. Please obtain a "family and friends" form from the SSJ school website, complete it and return it to the accounting office. (This information is necessary to link others to your family ID #.)

This annual program at SSJ is February 1st thru January 31st. If you need any assistance with registration, call Albertsons Customer Care at 1-877-9-EASY4U.



Tuition and Fees

Tuition and fees must be paid promptly. Tuition may be paid annually, semi-annually, quarterly, in advance, or in eleven (11) monthly installments, July through May. The first payment is due July 1. If tuition in any month is not paid by 3:00 P.M. on the 15th, a \$15.00 late charge will be assessed.

Schedule	Day/Month
Monthly	due the 1st day of each month
Quarterly	due 7/1, 10/1, 1/1, and 4/1
Semi-annual	due 7/1 and 1/1
Annual	due 7/1

Due Dates

Fee:	Due Date:
Tuition	In the accounting office by 3:00 P.M. on 15 th of the month
Fundraising Fee	In the accounting office by 3:00 P.M., May 15
Service Hours	In the accounting office by 3:00 P.M., May 15
Sports & Cheer	Before the sport begins.

Late Fees

A late fee of \$15.00 will be assessed if payments for *tuition and or any fees* are not received in the accounting office by 3:00 P.M. on the 15th calendar day of the month. This applies to payments that have been mailed as well. Late fees will also be assessed to checks that are returned by the bank if they are returned after the 15th of the month. See the "Returned Checks Policy" below for further clarification.

Returned Checks Policy

Should your check be returned by our bank to the school for any reason, including but not limited to, non-sufficient funds (N.S.F.), refer to maker, refer to check, uncollected funds, stop payment, account closed, missing signature, irregular signature, unauthorized signature, post-dated, dishonored by maker and any other unforeseen problem, and provided it is not the fault of the school, the check must immediately be replaced by cash or money order plus a \$20.00 returned check fee.



Returned Checks Policy, Continued

Checks will not be redeposited unless the request and explanation is in writing by the bank on which the check was drawn. The letter from the bank must be on bank letterhead, include the checking account number, the check number and the amount of the check. The \$20.00 returned check fee will be waived if the family can provide the accounting office with a letter from the bank on which the check is drawn, stating it was an error on the bank's part, written on bank letterhead. The letter must state the reason, the account number, check number and the amount.

Should two or more checks be returned within the school year, for any reason, the family will be required to pay cash or money order for a period of six calendar months for all fees and tuition which are charged by the accounting office. Once on a cash or money order only basis, if you pay by check, the check will be returned, and you will be assessed a late fee if the amount due is not in the office by the time and date due, and in cash or money order form.

Delinquent Accounts Policy

Tuition statements will be sent to each family once per quarter. Tuition and all other fees must be kept current. After two months delinquency, a letter will be sent home stating that your account is in arrears. After three months delinquency, you may be asked to withdraw your children from the school and their names will be removed from the roster. If delinquency continues and efforts to collect amounts owed have been unsuccessful, your account may be placed with a collection agency.

Tuition Assistance

Limited short-term tuition assistance is available through the school after a confidential review of your application by the Finance Committee and from the "Katie and Thomas Haynes Memorial Educational Fund" after a review of the Finance Committee. Please do not wait until your tuition is three months late to apply for assistance. The Finance Committee meets once a month, and applications must be complete and reviewed at least one week in advance of the meeting. Families are not eligible for tuition assistance during the first year of enrollment. Contact the accounting office for applications and further questions.



Registration Fees and Policy

The registration fees for the current year are as follows:

Fees	T.Y.K.E. & K	Grade 1	Grade 2	Grade 3 – 7	Grade 8
Registration Fee	\$65	\$65	\$65	\$65	\$65
Family Assurance Plan	\$20	\$20	\$20	\$20	\$20
Retreat Fee	\$10	\$10	\$10	\$10	\$10
Technology Fee	\$0	\$40	\$40	\$40	\$40
ITBS Testing	\$0	\$0	\$14	\$14	\$14
Student Insurance	\$5	\$5	\$5	\$5	\$5
Books	\$105	\$140	\$126	\$156	\$116
Diocesan Assessment	\$15	\$15	\$15	\$15	\$15
Graduation Fee	\$0	\$0	\$0	\$0	\$40
Auction Fee	\$10	\$10	\$10	\$10	\$10
Total Fees	\$230	\$305	\$305	\$335	\$335

THESE FEES ARE NON-REFUNDABLE. At registration time all tuition and fees, sports fees, library fines and Stay Care dues must be paid before a family will be invited to re-register. Registration fees must be paid at the time of registration. Families not re-registering at that time will be placed on the waiting list. A late fee will be assessed for late registration.

Mid-Year Registration

Should you enroll your child (ren) in the school during the school year, which is on or after October 1st, under specific circumstances, your tuition will be prorated.

Sports Fees

Should you enroll your child (ren) in sports, there are additional fees. This year the fees are \$90.00 per sport for the Parochial Athletic League (P.A.L.) Fee. This fee is subject to change. Fees will be assessed a few weeks before the start of the sport and are due before the sport begins. There may also be other fees for items such as t-shirts, which have not been determined at this time. Late fees will be assessed for unpaid dues after the due date.



Early Withdrawal Procedure

To withdraw from Sts. Simon & Jude School, the parents must inform the accounting office, in writing, that your child(ren) will not be attending. A withdrawal form, available in the accounting office, must be signed and completed. On the form, there is a checklist stating the outstanding amounts, books and dues still owed by your family. These items must be cleared or paid before you leave the school. Should this procedure not be followed, your account may be assigned to a collection agency.

Two-Tiered Tuition

Registered and contributing Sts. Simon & Jude families will be placed on the lower tuition tier (Tier 1) for the next school year, provided they make a contribution to the parish of \$500.00 annually for the calendar year January 1st to December 1st. Partial contributions will not be permitted. Families will be reviewed in the later part of the calendar year and the list will be finalized in January as to the tier status for the next school year. It is the responsibility of the family to monitor their contributions, not the school's responsibility nor the parish office's responsibility. Please do not call the school office to inquire about your contribution status. The school does not have access to parish data.

Families not registered and contributing to Sts. Simon & Jude Parish will be placed on the higher tier (Tier 2).

Families new to the geographical area will be allowed a grace period and charged the lower tier for the current school year. If you choose not to register and contribute, you will automatically be put on the higher tier for the next school year. Again, please contact the parish office for your contribution status and use your envelopes to ensure your contributions are being credited to your family.

Report Card and Progress Report Hold Policy

All financial obligations including, but not limited to tuition, fees, charges for lost or damaged books, Stay Care fees, and library fines must be current before report cards or progress reports will be released at the end of each quarter. This applies to all grades.



Catechetical Formation

The Catechetical Formation at Sts. Simon & Jude Catholic Community extends a warm invitation to all junior and senior high school youth to become a part of this dynamic ministry. Catechetical Formation at SSJ is based on the original document titled: "A Vision of Youth Ministry," published in 1975.

The Diocese of Orange embraces this vision. It is within that framework that we promote the eight components of the document:

- advocacy
- catechists
- community life
- evangelization
- justice, peace and service
- leadership development
- pastoral care and guidance
- prayer and worship.

Catechetical Formation serves the social, emotional, spiritual and intellectual needs of our junior high and high school youth. It seeks to draw young people to responsible participation in the Catholic faith community, their neighborhoods, and their world.

Catechetical Formation attempts to understand teenagers' needs and to accept them where they are in their life issues and in their faith journey.

For more information, call 714-963-0014.



Alpha Listing - General Info/Procedures

Access To Files

Sts. Simon & Jude School will not permit access to or release of school records to unauthorized persons without the written consent of the custodial parent(s). This authorization must be in writing, signed, and dated by the person giving consent. It should include specific records to be released, reasons for release, and the name of the party to whom the records will be released. Twenty-four hours notice is required for access to files.

Addresses

Sts. Simon & Jude School
20400 Magnolia Street
Huntington Beach, California 92646
(714) 962-4451
FAX (714) 968-1329

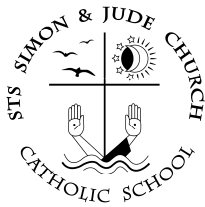
Sts. Simon & Jude Church
20444 Magnolia Street
Huntington Beach, California 92646
(714) 962-3333

Accounting

The accounting office is managed by Christine Nguyen (accounts receivable), and Vicky Walters (accounts payable). The office is open Monday through Friday. The phone number is 962-1642.

A.M. Assembly

Student assembly begins the school day at 7:45 on Monday mornings only. Prayer, the Pledge of Allegiance, special events, and awards are announced. Parents are welcome to attend.



Appointments with Principal/Teachers

Please call **at least one day in advance to schedule appointments.** "Dropping in" is a disservice to you, as we will not be prepared to assist you, and to us, as other responsibilities may be pressing.

Back-to-School Night

Our Back-to-School Night for parents is held in September. Parents will visit their child's classroom and be informed about curriculum, textbooks, student conduct, programs and more.

Birthdays

Your child's birthday celebration is very important to us. Children may wish to bring a treat to share with classmates that day. Please do not distribute birthday invitations at school unless you invite the whole class! This will avoid hurt feelings.

Checkbooks/Counting Money

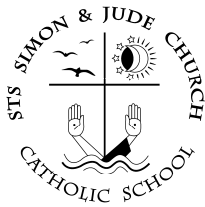
All money counting from various activities/fundraisers is to be done on campus. All checkbooks from school-sponsored programs are to be placed in the school safe before the end of school in June.

Custody

In order to cooperate with student and family needs, the school should be promptly informed of any custody arrangements in writing. The school is required to ask for legal verification of these arrangements.

Dances

Periodically, dances are held for students in the junior high. Parents are enlisted to help decorate and chaperone these dances. Students are expected to follow the school's Code of Student Conduct and Free Dress Guidelines at these dances. Students who have earned 3 or more major detentions per quarter will NOT be allowed to attend the dance.



Electronic Devices

Students may not bring electronic devices of any type to school. This includes, but is not limited to, electronic games, pagers, Ipods, radios, walkmans, and CD players. Items brought to school will be confiscated and held in the school office for parent pick-up. Cell phones may not be used during school hours.

Earthquake/Disaster Card

Please be sure the pink Earthquake/Disaster Card which is sent home the first week of school is kept current. Notify the office if you wish any changes to be made on this card.

Emergency Card

The blue Emergency Card must be on file in the health room by the first day of school. It is the parent's responsibility to notify us immediately should there be any change in phone numbers or contact persons.

Fines

A reminder that all library fines and damage to property or textbooks fines must be paid at the end of each quarter. Report cards will not be released until such fines are paid.

Health Information

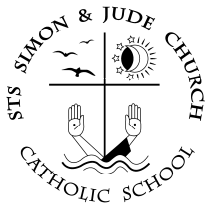
Please call the health room at 968-6066 before 8:30 A.M. if your child will not be in school that day. Call this number if you have questions regarding immunizations, health records, or our medication policy.

Invitations

Invites to parties, birthdays, or activities are **not to be distributed at school** UNLESS all students in a particular class are invited. Please use the U.S. Postal Service otherwise.

Grievance Process

The process for a grievance is to secure, at the lowest possible level, an equitable resolution to the problem. Steps to follow in this grievance process are fully explained in this Family Handbook.



Liability

Sts. Simon & Jude will not be liable for lost or stolen student items.

Lost and Found

Personal items found on our school campus are turned into Lost and Found. Small items such as watches, keys, glasses, etc. should be turned in to the school office. Parents and students are encouraged to check this weekly. Please be sure all clothing items, book bags, lunch boxes etc. are *clearly labeled with your child's name and room number*. Unclaimed items will be recycled via our Uniform Exchange, or given to charity.

Messages

If you wish to leave an important message for your child, please contact the school office at 962-4451, between 9:00 A.M. and 1:30 P.M. Our office staff will be sure your child receives the message before school is dismissed.

Office Hours

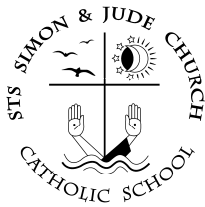
The school office is open from 7:30 A.M. to 3:30 P.M. An answering machine is operating at other times.

Parish Festival

The parish Festival is held the first weekend of October. This is a wonderful celebration of our parish-school community. It is the school's "gift" to the parish; as such, all parents are strongly encouraged to volunteer to work for the festival. We wish to emphasize the spirit of giving during this weekend event.

Privacy Notice

Addresses and phone numbers of students and parents will only be released to authorized persons for school business. Parents and community members are asked to contact school personnel during the school hours.



Service

In keeping with our Catholic faith and the model of Christ, each class in our school provides service to others in our parish, community, or global missions throughout the year. You will be informed of these efforts through your classroom teacher or through the Tuesday Communication.

Snacks

Children are encouraged to bring a nutritious snack for the morning recess at 10:15 (grades 5 - 8), or 10:30 (grades 1 - 4). It's quite a long morning, otherwise!

Supplies

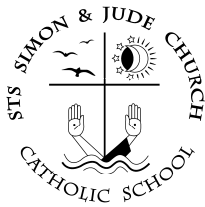
The student supply list is posted on the school website. Please update these supplies as needed.

Telephone

Students may use the office telephone during the day with their teacher's permission, *and only for serious matters*. Please be sure your child has his/her lunch, necessary supplies, notes, and information regarding after school pick up/activities to minimize phone use.

Visitors

All visitors to our campus, including parents who are regularly scheduled helpers, **ARE REQUIRED TO SIGN IN AND OBTAIN A VISITOR BADGE** (to be worn before entering classrooms.) Please understand that this policy is to provide a safe and secure environment for all our children.



Rules and Code of Ethics for Technology Users

As a computer user, I agree to follow the rules and code of ethics in all of my work with computer while attending Sts. Simon & Jude School.

1. I recognize that all computer users have the same right to use the equipment; therefore, I will not use the computer resources for non-academic purposes. I will not waste or take supplies such as paper and diskettes that are provided by the school. When working on a computer, I will talk softly and work in ways that will not disturb other users. I will keep my computer work area clean and will not eat or drink while working.

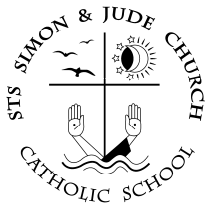
2. I recognize that software is protected by copyright laws; therefore, I will not make unauthorized copies of software and I will not give, lend, or sell copies of software to others. I understand I will not be allowed to bring software applications, games, or CD-ROMS from home to be used on school equipment without proof of licensure and prior approval of appropriate school personnel.

3. I recognize that the work of all users is valuable; therefore, I will protect the privacy of others by not trying to learn their password; I will not copy, change, read, or use files from another user without prior permission from that user; I will not attempt to gain unauthorized access to system programs or computer equipment; I will not use computer systems to disturb or harass other computer users or use inappropriate language in my communications.

4. Each student who receives internet access through an account will be instructed in the proper use of the network. The use of the internet must be in support of education and research consistent with the educational objectives of the school. Students using network or computing resources must comply with the appropriate rules for that network or resource.

As a user of a network, I will not use bulletin boards nor chat lines for personal use. In addition, I will not reveal my personal information, home address or personal phone number or those of students, teachers, or other staff members.

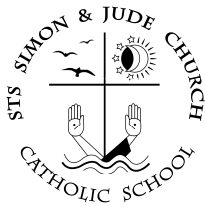
Transmission of any material in violation of any federal or state regulation is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secret. The use of school computers and networking resources for commercial activities is not permitted. Their use for product advertisement or political lobbying is also prohibited.



Rules and Code of Ethics for Technology User, continued

5. Parent/Guardian must realize that their students may encounter material on a network/bulletin board that they do not consider appropriate (vulgar jokes, statements of belief that some might consider immoral, etc.). The student is responsible for not pursuing material that could be considered offensive.

6. The use of the computer is a privilege, not a right, and inappropriate use will result in the cancellation of these privileges. Vandalism or intentional modification of system settings will result in cancellation of privileges and/or school disciplinary action. The school reserves the right to seek financial restitution for any damage caused by a student or other user. The system administrators will deem what is inappropriate use, and their decision is final. The system administrators may close an account at any time as required. The administration, faculty, and staff of the school may request the system administrator to deny, revoke, or suspend specific user privileges. Violations of the rules and code of ethics described above will be dealt with seriously. Violators are subject to loss of computer privileges.



Internet Use Policy

Sts. Simon & Jude School believes that the benefits to educators and students from Internet access, in the form of information resources and opportunities for collaboration, far exceed any disadvantages. Ultimately, parents are responsible for setting and conveying “acceptable use” standards that their children should follow when utilizing the Internet at home. The Internet use policy for the school is understood to include sanctions for inappropriate use of school equipment.

All use of the Internet must be in support of education and research consistent with the academic goals of Sts. Simon & Jude School. All users of this service are expected to act in a responsible, ethical, moral and legal manner. The school reserves the right to review, monitor, prohibit, and regulate use in its sole discretion.

Prohibited activities include, but are not limited to:

- using the network for non-educational activities
- using the network for commercial advertising or financial gain
- using the network to access a file that contains inappropriate materials deemed to be pornographic or obscene
- sending or receiving messages that are racist, offensive, inflammatory, or which contain obscenities
- sending or receiving a message that is inconsistent with the school’s behavior expectations, including messages that taunt or defame other students
- planting a computer virus on any school computer
- intentionally seeking information on, obtaining copies of or modifying files, other data or passwords belonging to other users, and misrepresenting other users on the network
- invading the privacy of others
- constructing and using web sites that defame students, school personnel, or other entities as deemed inappropriate by the administration of Sts. Simon & Jude School

Infractions of any kind will be taken seriously, and could result in suspension or expulsion from school.



Technology Use Agreement

Please read the "Rules and Code of Ethics for Technology Users" in the School Handbook and sign the agreement below, indicating your compliance with our policy.

Please return to your child's homeroom teacher by **September 26, 2008**.

TECHNOLOGY USE AGREEMENT

USER:

I understand and will abide by the technology use agreement. I further understand that any violation of these regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action initiated.

User's Name (please print): _____

Sample

Signature: _____

Date: _____

PARENT/GUARDIAN: (if you are under the age of 18, a parent or guardian must also read and sign this agreement.)

As the parent or guardian of this student, I have read the technology use agreement. I understand that this access is designed for educational purposes. I am aware that it is impossible for the school to restrict access to all controversial materials and I will not hold them responsible for materials acquired in use. Further, I accept full responsibility for supervision if and when my child's use of school's technology resources is not in a school setting. I hereby give permission for my child to use the school's technology resources and certify that I have reviewed this information with my child.

Parent or Guardian Name (please print): _____

Signature: _____

Date: _____



Extracurricular Activity Contract

I _____, agree to abide by all school rules and regulations in the following extracurricular activity:

_____.

I understand that I must maintain a grade point average of “C” or better during every progress report and/or report card to participate in this activity. Failure to maintain this grade point average will prevent me from participating with the squad at any organized practices and competitions, until the end of the grading period. At this time, the grade point average must be “C” or better, or I will remain off the team.

Poor sportsmanship, lack of cooperation with team members, coaches, and adult moderators, or exhibiting behavior unbecoming of a student of Sts. Simon & Jude School will also be cause for terminating my participation in the above activity.

I have read and understand this contract as explained to me by the coaches, moderators, and Athletic Directors of Sts. Simon & Jude School.

Parent Signature

Student Signature

Date

Date