

ST. CHRISTOPHER SCHOOL

ACCREDITED BY THE SOUTHERN ASSOCIATION OF
COLLEGES AND SCHOOLS

AND

RECOGNIZED AS A NATIONAL SCHOOL OF EXCELLENCE
U.S. DEPARTMENT OF EDUCATION - BLUE RIBBON SCHOOLS PROGRAM



STUDENT AND PARENT HANDBOOK

Grades K-7

2021-2022

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PRINCIPAL'S WELCOME

On behalf of our faculty and staff, I would like to welcome each of you to a new school year at St. Christopher's. May this year draw us closer to one another and to Christ as the challenges and opportunities for growth unfold before us.

Our hope and prayer is that each of us will find the strength and courage to seize these opportunities to fulfill our potential spiritually, intellectually, socially and physically as we join hands together in this personal endeavor to achieve our goals, may the relationship between home and school be a lived reality as stated in this poem:

Two Sculptors

I dreamed I stood in a studio And
watched two sculptors there,

The clay they used was a young child's mind,
And they fashioned it with care.

One was a teacher; the tools she used Were
books, music and art.

One, a parent who worked with a guiding hand
And a gentle, loving heart.

Day after day the teacher toiled With touch
that was deft and sure,

While the parent labored by her side And
polished and smoothed it o'er.

And when at last their task was done,
They were proud of what they had wrought;

For the things they had molded into the child
Could neither be sold or bought.

And each agreed he would have failed If he had
worked alone,

For behind the teacher stood the school, And
behind the parent, the home.

(Author Unknown)

PHILOSOPHY

The philosophy of St. Christopher School is based on the recognition of the dignity of the human person, a unique individual made to the image of God and destined for eternal life. In conformity with this basic principle of Catholic education, St. Christopher School places religious instruction and religious worship at the center of its program of studies and activities, and strives to provide a total environment which will enable its students to develop as full Christians.

Furthermore, the school is dedicated to the principles of justice and democracy, and endeavors to develop students who contribute to the welfare of their nation as active and concerned citizens. Cognizant of the fact that life requires discipline, opportunities are provided for the growth of the self-discipline of every student.

St. Christopher School aims at developing young men and women who expect and appreciate the values of honesty, respect, and concern for learning, and will use these qualities for the good of others. Realizing that we are educating leaders and decision-makers for the 21st century, we are attempting to create a contemporary philosophy of Catholic education, within budgetary constraints, which keeps its roots in the past, and its sights on the future.

As stated by the National Congress on Catholic Schools for the 21st Century, "we will strive to educate students to meet the intellectual, social and ethical challenges of living in a technological and global society."

MISSION STATEMENT

St. Christopher School strives to recognize the uniqueness of the individual in a total Christian environment. We aspire to offer a holistic approach to learning - body, mind, and spirit. The nucleus of our program is dedicated to the principles of Catholic education with emphasis on the values of honesty, respect, and a concern for learning. We endeavor to encourage young people to appreciate these values and to apply them by keeping their roots in the past and their sights on their future.

OBJECTIVES

To offer personal experiences in Christian living through liturgy, sacramental life, prayer, guidance, and example.

To teach reverence for life and the dignity of the human being.

To work closely with the home in educating children toward the fullness of Christian life.

To encourage a sense of community among students, faculty, staff, parents, clergy, and any other persons associated with St. Christopher School.

To encourage students to develop a positive self-image and to find happiness and fulfillment in an educational environment.

To provide a climate wherein the creative and imaginative capacities of the student are stimulated and encouraged.

To assist the student in assuming an active and responsible role in life as may be manifested by attitude towards family, church, business or employer, and civic community.

To develop a social awareness which enables one to work for practical and informed solutions to social problems.

To provide a basic and working education in the secular areas.

ADMISSION AND REGISTRATION POLICIES

The schools of the Archdiocese of New Orleans, Louisiana, admit students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at its schools. They do not discriminate on the basis of race, color, national and ethnic origin in administration of their educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs. We are in compliance with *Brumfield v. Dodd*.

Additionally, in compliance with Title IX of the Civil Rights Act of 1964, no person in the schools of the Archdiocese shall, on the basis of sex, be excluded from participation in or be denied the benefits of, or be subjected to discrimination under any educational program or activity except permitted under said Title IX.

This policy applies to all schools which are under Catholic Archdiocesan auspices. Registration will be on dates prescribed by the Office of Catholic Schools.

Order of Admission: (1) all students currently enrolled and their siblings; 2) St. Christopher Early Education Center students; 3) new Catholic students who are parishioners of St. Christopher; 4) new Catholic students who are parishioners of a parish which has no school and Catholic students who are parishioners of a parish that has no room in their school; 5) new Catholic students, who are parishioners of a parish with a school that has room, but decide to attend a school in another parish; and 6) registration for non-Catholic students.

Enrollment is limited to space availability. Kindergarten classes may be limited to 25 students; grades 1-7 may have a maximum of 30 students.

Children must be five years of age by September 30 to enter kindergarten and six years of age by September 30 to enter first grade.

Registration fee, certificates of birth and Baptism, and health record must be presented at the time of registration. Students transferring from another school must also present their latest report card.

Registration takes place on dates prescribed by Office of Catholic Schools, and is confirmed when the first installment of tuition is paid. The registration fee is **non-refundable** unless St. Christopher School is not able to accept your child. In this case, we will return your fee and records.

ATTENDANCE

The school day begins at **8:25 AM**. Students need to be in their assigned line by 8:25 a.m. Parents are to drop off their children utilizing the "stop-drop-go" process in the school yard on Johnson Street or in the circular drive on Derbigny Street. Parking is for faculty/staff only due to the limited number of spaces available. Only **students** should be in the school yard in the morning prior to the bell. Teacher supervision is provided at 8:00 AM; students who report prior to this time will be referred to the Before School Care program and parents will be charged accordingly. Students should not be left unattended at the drop-off in front of school prior to 8:00 a.m.

Afternoon dismissal begins at 3:10 with kindergarten and continues to 3:20 with upper grades and bus students. A 15 minute pick-up time is allotted so that by 3:35 all students should be picked up. Any students remaining at that time will be brought to After School Care and parents are responsible for charges. At no time are students to walk to nearby businesses to wait for a ride.

If school personnel assess that a parent/guardian is under the influence of alcohol, the child will not be released to them. Only persons on file with the school office can pick up a child from school. If they are not listed on the child's emergency card, or if the office has not received a written note for someone else to pick up the child, then the child will not be released to them.

Tardiness: Important Notice: The school day begins at 8:25 AM. (All students should be in their line-up area at this time.) Students arriving after 8:25 AM are considered tardy and must bring a written, dated note signed by parent/guardian explaining the reason for the tardiness. This note is to be presented to the office. Parents are not to bring students to the classroom. Tardiness, excused or unexcused, is subject to disciplinary action because of the interruption it creates. Three tardies will result in a retention/detention which must be served in the morning before school.

Categories for Tardies: In K-4, tardy is defined as: arriving late, checking out early or leaving during the day and returning within an hour. Longer than an hour will be marked as a half day's absence. In 5-7 (departmentalized), a student's absence for a particular class will be marked for that class. A late arrival or early check-out will be marked as tardy for that particular class. Every 3 tardies will merit a detention or retention.

Absences: Any absence must be explained by a dated note signed by a parent/guardian. The student is to present this note to his/her teacher upon returning to school. If a student is absent due to a contagious disease, or after the student has been absent five consecutive days, he/she must present a doctor's certificate stating that he/she is free of the disease. Any absence without a note is subject to disciplinary action. Three unexcused absences, within a nine-weeks period, will merit a detention. If a child has fever and/or is vomiting, the child must be picked up from school. He/she must be fever-free for 24 hours before returning to school.

Students must attend a minimum of 160 school days in order to be promoted to the next grade level.

A student who is absent the day of a test should be prepared to take the test on the first day of his/her return to school. It is left to the teacher's discretion whether or not to give the test at this time. The student is responsible to make arrangements with the teacher regarding make-up tests. If a student reports to school late on a day a test/project is assigned/due, the student is responsible to turn in the project and/or take the test during recess.

If a student will be absent due to a vacation, make-up work and tests will be given upon his/her return to school.

An absence is not an excuse for failure to do school work. It is the students' responsibility to make up work missed and to contact classmates for assignments (grades 5-7).

Health Checks: When health checks are conducted and a student is found to have head lice, the parents will be called to pick up the student.

Make-up Work: If a student is absent and a parent wishes to pick up assignments/books, the office should be contacted by 9:30 AM. The materials will be ready for pick-up at 3:30 PM

Perfect Attendance Award: In order for a student to merit perfect attendance he/she must be present from 8:25 AM until dismissal.

BULLYING: In the Archdiocese's Anti-Bullying Policy, "Bullying behavior is defined as any repeated verbal, physical, or psychological action or implied action intended to cause harm, fear or distress to another person (or group of persons). An imbalance of power between the aggressor and the target is often involved. Bullying is a means of control and may be carried out through physical, verbal or electronic means, or indirectly through social and emotional aggression.

Cyberbullying, as defined by LA law: "The transmission of any electronic textual, visual, written, or oral communication with the malicious and willful intent to coerce, abuse, torment, or intimidate a person under the age of eighteen." If an incident of cyberbullying is brought to the attention of the school, the parents of each party will be contacted and law enforcement will be notified if the victim's parents permit.

Anyone perpetrating bullying by spreading hurtful material even if another person created the material shall be in violation of this policy (e.g., forwarding emails, text messages). Furthermore, behaviors of retaliation for asserting or alleging an act of bullying shall not be tolerated."

"The Archdiocese of New Orleans is committed to exposing all students to the teachings of the Catholic Church in order that they may reveal Christ to the world. Our goal is to build a worthy upcoming generation that is cooperative, unselfish, respectful and tolerant of others. Our educational approach is characterized by the integration of Christian truths and values within the framework of the learning experience. Therefore, we are committed to providing a loving, positive, and safe learning environment for all students."

CAFETERIA

Since the cafeteria utilizes a computer system, each student will be assigned a number that he/she will use throughout their years at St. Christopher's. It is the student's responsibility to memorize his/her number. Parents are to send a minimum of one week's lunch money; monthly payments are preferred. Parents can access their child's account via the internet at www.schoolcafe.org. At the end of the year any balance will be returned to you. Any extra items, i.e., juice, rainbow pops, ice cream, etc., may be charged as well. A student is only allowed two lunch charges if there are no funds in their account; until the charges are current, the student must bring his/her own lunch

If you would like to apply for free or reduced price meals, please go to www.ApplyForLunch.com Visit our web page, www.schoolcafe.org for more information..

There is to be no running, loud talking, whistling, singing or rough play while standing in line or while eating. Talking in the cafeteria is allowed in conversational tones only.

All students must eat lunch. Students not eating the lunch prepared at school must bring a lunch from home. These students may purchase milk or juice from school or bring it in a thermos. No carbonated drinks are permitted. Parents are not permitted to bring lunch to the cafeteria for their child.

Tables must be cleared and trash properly disposed of before students leave the cafeteria. Having left the cafeteria, students may not re-enter without permission of the cafeteria supervisors and/or the duty teacher.

No books, etc., may be brought into the cafeteria, nor may they be left in the hallway between the cafeteria and the library. These belongings are to be left on the shelves provided. Girls should keep purses with them or in their lockers at all times.

CUSTODY NOTICE

It is the responsibility of the custodial parent to furnish the school with a copy of the custody section of the divorce decree. This school abides by the provisions of the Buckley Amendment with respect to the rights of non-custodial parents. In the absence of a court order to the contrary, a school will provide the non-custodial parent with access to the academic records and to other school-related information regarding the child. If there is a court order specifying that there is to be no information given, it is the responsibility of the custodial parent to provide the school with an official copy of the court order.

DISCIPLINARY SYSTEM

One of the non-academic areas in which the school cooperates with parents is that of teaching students that they are responsible for their actions and must accept the consequences of poor decisions. In order to facilitate this process, students will be made aware of the rules and regulations governing the school and the consequences that will accompany infractions.

Discipline is necessary for good teaching. It is the professional belief of the faculty and administration that this disciplinary plan will assist in providing a safer, healthier and happier atmosphere for your child to learn. Students classified as needing Jefferson Parish Pupil Appraisal services and who actively participate in that program, will be dealt with on an individual basis. There will be four stages in the disciplinary system at St. Christopher.

Students in K-3 who are involved in infractions of school policies will be dealt with on an individual basis. Repeated misbehavior will necessitate a "Discipline Referral Form" being sent home to the parents. Any student receiving such a notice will be required to arrive at school at 7:55 a.m. to serve the retention. Usually retention is served on Thursday. All retentions must be served before school. If a student has two retentions, the student must report to school at 7:25 a.m. to serve both retentions before school. Students must be in school uniform. No student will be exempt from this retention and it is the responsibility of the parents/guardian to make transportation arrangements. Failure to report to retention will result in an in-school suspension. Students who have received numerous retentions may be denied the privilege of a field trip. If a student received four retentions for misconduct, he/she will be suspended. Four suspensions will result in the student being asked to leave St. Christopher. Sanctions will be given by the administration for handbook Grade infractions after consideration has been given to all extenuating circumstances.

Students in 5th – 7th Grade

I. Quiet Room: Students will be sent to "quiet room" for the following reasons:

- Failure to do homework. Must re-copy it in "quiet room"
- Assigned to "quiet room" the day before
- No absent note
- Sent in from recess or cafeteria
- Not turning in a demerit or detention to homeroom teacher
- To complete test/quizzes

There is no option to attend quiet room.

II. Demerit: This will be a warning for students guilty of unsatisfactory behavior. Demerit slips will be given out by any faculty member or substitute teacher.

Among the following minor violations that warrant a demerit are:

1. Failure to adhere to proper dress code.
2. Eating in an unassigned area.
3. General misconduct or disobedience.
4. Unexcused tardy for class; students have to be seated in class in order not to be considered tardy.
5. Textbooks must be covered at all times.
6. Any form of behavior deemed inappropriate by the faculty, staff or administration.
7. Assigned to "quiet room" by more than one teacher on a given day.
8. Failure to have proper materials for class or "quiet room."
9. Failure to have a "nut card" on a dress-down day.
10. Unsigned papers and/or folders.
11. Failure to have PE uniform for class.
12. Failure to follow directions.
13. Name and a "✓" on board/in roll book.
14. Having books in an unassigned area.
15. Uniform violation.

Students must bring home the demerit slip for the parent's/guardian's signature and return it to the office the following day. Forgery of a parent's/guardian's signature renders the student liable for an automatic suspension.

III. **Detention:** Students guilty of major infractions will serve one hour before school. Detention slips are given out by any faculty member or substitute teacher. Students must bring home the detention slip for their parent's/guardian's signature and return it to the office the following day. Detention will be held on Thursday mornings. If your child has detention, they must report to school at 7:25 a.m. in their full SCS uniform. **All one-hour detentions must be served in the morning from 7:25-8:25 a.m.** Two-hour detentions will be held on Thursday and Friday mornings at 7:25 a.m. Forgery of a parent's/guardian's signature renders a student liable for suspension.

Among the infractions that warrant detention are:

1. **Three demerits** equal a detention.
2. **Unsigned demerit.**
3. **Lying, cheating, or forgery (1st offense):** when cheating involves copying a homework assignment, both students will be issued the detention.
4. **Marking on desks, walls, doors, book bags, body, homework, etc.**
5. **Failure to do assigned punishwork.** The student will be required to complete the punishwork, as well as serve the detention.
6. **Tardiness is subject to disciplinary action because of the interruption it creates.** Every three tardies or unexcused absences will merit a detention. Retentions/detentions for tardiness must be served in the morning prior to school.
7. **Fighting or encouraging fighting.**
8. **Disrespect for authority in any form; disrespect for others which includes the bullying of others and opening any communication addressed to parent/guardian.**
9. **Chewing gum.**
10. **Leaving the classroom without permission.**
11. **Repeated misconduct or serious disobedience.**
12. **Misconduct at an extracurricular activity.**
13. **Being in an unassigned area.**
14. **Inappropriate language, gestures, writings, drawings and actions (1st offense).**
15. **Rude or discourteous behavior such as spitting.**
16. **Any form of behavior deemed inappropriate by the faculty, staff or administration.**
17. **Grades 5-7: Failure to complete three homework assignments within a quarter.**
18. **Use of cell phones during school time/extra-curricular activities is prohibited without permission from school personnel. Phones will be taken away from the students and returned to the parents only and a detention will be issued.**
19. **Repeated failure to bring materials (textbooks, workbooks, agenda, etc.).**
20. **Repeated failure to comply with classroom rules.**
21. **Repeated violation of dress code.**
22. **Having cell phone on their person, including SmartWatches.**
23. **Misuse of any form of technology.**

One-hour detentions will usually be held on Thursday from 7:25-8:25 a.m.

Students with two detentions will serve the second one Friday morning at 7:25-8:25

a.m. **No student is exempt from detention and it is the responsibility of the parents/guardian to make arrangements to have their child at school by 7:25 a.m. Failure to serve a detention without the principal's permission may result in suspension.**

IV. **Suspension:** Suspension will be served at school. The student will be assigned work, will be marked absent for those classes, and conduct grades will be lowered a letter grade for each suspension and are not allowed to attend a field trip during that nine-week period.

Five detentions may merit a one-day suspension at school. Six detentions may merit a one-day suspension at school. Seven detentions may merit a two-day suspension at school. Eight detentions may merit expulsion.

The following are among reasons for automatic suspension and, depending upon the degree, may merit expulsion.

1. Accumulation of detentions for misbehavior.
2. Accumulation of detentions for incomplete homework.
3. Consistent misbehavior of any type.
4. Disrespect to a teacher, staff member, and/or student.
5. Skipping detention (forgetfulness is not an excuse).
6. Leaving the campus without permission from a faculty member.
7. Defacement of property belonging to the school, its employees or any student. School Board Policy: Any child caught in the act of mutilating property may be expelled and the parents will be held financially responsible.
8. Immoral practices, stealing, inappropriate use of the Internet, cyberbullying or forgery (2nd offense). Students suspected of stealing are subject to their bags/pockets being searched.
9. Behavior that endangers any member of the school community.
10. Repeated failure to report to class or quiet room.
11. Any student in uniform involved in a behavior in public that is detrimental to the school's reputation may be suspended or expelled.
12. Any form of behavior deemed inappropriate by the faculty, staff or administration..

Any student who has accumulated five detentions or one suspension may not be allowed to take part in field trips or class activities that occur outside of the classroom. Students who are in this situation are expected to report to school and will be given work to do.

V. Expulsions: Expulsion is an extreme measure which is taken after all other efforts have failed, or it is sometimes used for certain acts of misconduct which are flagrantly opposed to Christian behavior.

Among the following are the ordinary reasons for immediate expulsion:

1. Bringing or using alcoholic beverages or tobacco either on campus or at any school sponsored activity.
2. The possession and/or use of illegal drugs and/or articles that can be used as weapons.
3. Behaving in such a manner while on or off school grounds which directly contradicts the philosophy of St. Christopher School.
4. The display of serious disrespect for any faculty/staff, substitute personnel, student or for the property of the aforementioned.
5. The threat of bodily harm inflicted with a weapon made toward any member of the school community will result in immediate expulsion.
6. Accumulation of suspensions.

These six ordinary reasons for immediate expulsion apply primarily to students in grades 4-7.

Students who are classified as needing Jefferson Parish Pupil Appraisal services and who actively participate in that program, will be dealt with on an individual basis.

Parents who fail to support the policies of the school may be asked to withdraw their child/children.

DRUG POLICY: The Principal reserves the right to require that students undergo testing for substance abuse and that an official drug testing laboratory report be furnished to the Principal.

The Principal reserves the right to require that the parents or guardian of a student seek professional counseling for the student until such time as the Principal deems that acceptable adjustments have been made in the student's behavior.

IMPORTANT REMINDER: Firearms - Act 833 of the 1991 Regular Session of the Louisiana Legislature creates the crime of carrying a firearm by a student or non- student on school property. The crime is defined as the intentional possession of any firearm by any student or non-student on a school campus during regular school hours or on a school bus. Whoever is convicted of the crime of carrying a firearm by a student or non-student on school property is subject to a maximum penalty of imprisonment at hard labor for not more than five (5) years. The law exempts from its provisions a federal, state, or local law enforcement officer or a school official or employee acting during the normal course of employment, or a student acting under the direction of such a school official or employee. The law also requires that the principal notify the parents of any student who is arrested for carrying a concealed weapon on campus.

ST. CHRISTOPHER SCHOOL RESERVES THE RIGHT TO EXPEL ANY STUDENT AT ANY TIME WHOSE BEHAVIOR IS DEEMED DETRIMENTAL TO OTHER STUDENTS IN THE SCHOOL, OR WHOSE BEHAVIOR IS DETRIMENTAL TO THE REPUTATION OF ST. CHRISTOPHER SCHOOL. STUDENTS WILL BE HELD ACCOUNTABLE FOR THEIR BEHAVIOR IN ANY CIRCUMSTANCES IN WHICH THEY CAN BE IDENTIFIED AS ST. CHRISTOPHER SCHOOL STUDENTS, INCLUDING INTERNET SPACES, REGARDLESS OF THE TIME OR LOCATION OF THE OFFENDING BEHAVIOR

REPRESENTATION OF ST. CHRISTOPHER SCHOOL WITHIN THE COMMUNITY

Students must conduct themselves off campus in a manner consistent with their status as members of the St. Christopher Catholic School Community and with the philosophy, policies, goals and commitments of St. Christopher Catholic School as set forth in the Student Handbook.

Violation of civil or criminal law involving moral turpitude, public intoxication, consumption and/or use of drugs/alcohol and/or paraphernalia; distribution or sale of illegal narcotics; threatening or harassing behavior towards faculty, students or parents or other conduct that in the professional opinion of the school administration would reflect or cause discredit to the ethical principles of St. Christopher Catholic School as indicated in the Student Handbook make a student subject to corrective action, including suspension, withdrawal or expulsion. Violations shall include but not be limited to the above.

THE PRINCIPAL HAS THE FINAL RECOURSE IN ALL DISCIPLINARY SITUATIONS AND MAY WAIVE ANY DISCIPLINARY RULE FOR JUST CAUSE AT HIS/HER DISCRETION.

DRESS CODE

Students not following dress code guidelines will be given a form called **Uniform Violation** that must be signed by parent/guardian and returned to the disciplinarian the next day. Students receiving a second one for the same violation will receive a detention.

The school uniform is to be worn on all school days unless prior notification is given.

ALL CLOTHING ITEMS MUST FIT APPROPRIATELY.

School Uniform - Girls

Skirts	<u>Grades K-3:</u> blue plaid jumpers; <u>Grades 4-7:</u> blue plaid pleated skirt, length to top of the knee. Can be purchased from Schiro's only (5008 West Esplanade Avenue, Metairie (504/885-2993).
Shorts	<u>Grades K-4:</u> blue plaid walking shorts, purchased from Schiro's at 5008 West Esplanade Avenue, Metairie(504/885- 2993). <u>Grades 5-7:</u> navy blue or khaki pleated shorts, purchased from Schiro's at 5008 West Esplanade Avenue, Metairie (504/885-2993); must be three inches above theknee.
Blouses	<u>Grades K-3:</u> white blouse with sleeves, pointed or round collars; no monograms. <u>Grades 4-6:</u> light blue slip-over shirt which must be purchased at school: white blouse with sleeves, pointed or round collars; no monograms.

Grade 7: navy blue slip-over shirt which must be purchased at school. Blouses must be tucked in at all times so that the waistband of the skirt is visible. Crew-necked and/or long-sleeve t-shirts are not to be worn under the blouse/shirt.

Slacks

Navy blue pants are optional and may be worn during the winter months (November - February) in place of the skirt/jumper. They may be purchased at Schiro's. Sweatpants may **NOT** be worn under the jumper/skirts.

Leotards/Leggings

Solid white or navy blue.

Shoes

Ponsetti's Shoes will sell the St. Christopher uniform shoe. They have a variety of styles and prices that have been approved. Ponsetti's is located at Clearview Shopping Center; phone #885-0028.

The girls' shoes are a low quarter, solid blue leather, lace-up shoe with a rubber sole; shoes must be laced at all times. Kindergarten and first grade's shoe is solid black with Velcro. Kindergarten can also wear MaryJane's.

Socks

Solid white crew socks or sports socks only; socks must be visible.

Sweaters

Only navy blue, button down the front.

Sweat Shirts

Grades K-4: navy blue or grey SCS sweat shirt and choir sweat shirts ordered through the school office.

Grades 5-7: hooded sweat shirt in the respective color chosen by that grade level or extra-curricular sweatshirt. In the event a student loses his/her hooded sweat, it is mandatory that a new blue or grey sweat shirt be purchased since these are kept instock.

Only St. Christopher windbreakers are permissible.

Windbreakers

ONE OF THE SCS OUTER GARMENTS MUST BE PURCHASED BY EACH STUDENT FOR COOL/COLD WEATHER. THIS GARMENT MUST BE WORN OVER THE BLOUSE BEFORE ANY OTHER TYPE OF APPROPRIATE JACKET OR COAT.

Jewelry

Not to be excessive with gold/silver chain, with or without a pendant; no dangling earrings and one pair allowed to be worn in the ear lobe only. Only one bracelet may be worn on each wrist. Clear nail polish may be worn by all girls in grades 5-6; 7th grade girls can wear any color polish. Nail polish is not permitted for grades K-4. Make-up that is appropriate to school may be worn by 7th grade only.

Hair

Hair must be clean, neat, and not distract from or disrupt the learning process, i.e. hair pulled back, not in the face or covering the eyes. Hair should be above the eyebrows. Hair should be the natural color, not dyed. Unnatural colors, exotic cuts/shavings, and extensions/wigs that are not a natural hair color are not acceptable. Hair adornments, such as headbands, barrettes, etc., must be of a basic design.

School Uniforms - Boys:

Pants	<p>Long, hemmed, khaki pants, pleated/no pleats,(i.e. B.Bennett, Dickies, or Schiro's uniform <u>only</u>).</p> <p><u>Grades K-4:</u> hemmed khaki shorts may be worn by students: pull-on, elasticized waist on short/long pants allowed. If pants have belt loops then a belt must be worn.</p> <p><u>Grades 5-7:</u> navy blue or khaki pleated shorts, purchased from Schiro's Uniform only (5008 West Esplanade Avenue, Metairie (504) 885-2993). Pants must not be frayed and/or have holes.</p>
Belt	<p><u>All</u> boys are to wear brown/black belts (solid only) with a small, basic belt buckle. Exception: K students that wear the pull-on, elasticized waist shorts/pants that do not require a belt.</p>
Shirts	<p>School uniform shirts, which must be purchased at school: <u>it must be tucked in at all times</u>; only a white shirt can be worn as an undershirt and it must be short-sleeve.</p>
Shoes	<p>Ponsetti's Shoes will sell the St. Christopher uniform shoe. They have a variety of styles and prices that have been approved. Ponsetti's is located at Clearview Shopping Center; phone #885-0028. The boys' shoes are a low-quarter solid black leather, lace-up shoe with a rubber sole; shoes must be laced at all times. Kindergarten and first grade's shoe is solid black with velcro.</p>
Socks	<p><u>Solid</u> white crew socks, tube socks, or sport socks only; socks must be visible.</p>
Sweaters	<p>Only brown, button down the front sweaters.</p>
SweatShirts	<p><u>Grades K-4:</u> navy blue SCS, choir sweat shirt, or extra-curricular sweat shirt ordered through the school office. <u>Grades 5-7:</u> hooded sweat shirt in the respective color chosen by that grade level, extra-curricular sweat shirt, or blue or grey sweat shirt. In the event a student loses his/her hooded sweat, it is mandatory that a new blue or grey sweat shirt be purchased since these are kept in stock.</p>
Windbreakers	<p>Only St. Christopher windbreakers are permissible.</p> <p>ONE OF THE SCS OUTER GARMENTS MUST BE PURCHASED BY EACH STUDENT FOR COOL/COLD WEATHER. THIS GARMENT MUST BE WORN OVER THE SHIRT BEFORE ANY OTHER TYPE JACKET OR COAT.</p>
Jewelry	<p>Restricted to a small chain and watch. No earrings are allowed; no choker necklace is permitted. Only one wristband/bracelet may be worn on each wrist.</p>
Hair	<p>Hair must be clean, neat, and not distract from or disrupt the learning process, i.e. hair pulled back, not in the face or covering the eyes. Hair should be above the eyebrows. Hair should be the natural color, not dyed.</p> <p>Unnatural colors, exotic cuts/shavings, and extensions/wigs that are not a natural hair color are not acceptable.</p> <p>Boys' faces must be clean-shaven at all times.</p>

ALL ITEMS OF CLOTHING SHOULD BE CLEARLY MARKED WITH STUDENT'S NAME.

GRAFFITI IS NOT PERMITTED ON ANY SCHOOL ITEMS

P.E. Uniforms:

No jewelry is to be worn during P.E. classes; it is the student's responsibility to leave it in his/her locker.

P.E. uniforms worn by boys and girls in grades 5-7 can be purchased from the school. Girls in grades K-4 may wear any color gym shorts under their skirts on their day for P.E.

Non-uniform Days:

At no time will the student be allowed to wear: long skirts, sleeveless tank or halter tops, tops that are cut out in the back or with shoulders cut out, and above/at the waistline, biker shorts, muscle shirts, any design promoting drugs, alcohol, rock groups, etc., lounge/pajama pants, or shorts/pants that have writing across the back-end. Shorts must be an appropriate length which is midway to the knee. All shorts/pants must be hemmed and must not have any holes in them. Hats/baseball caps are not allowed to be worn on non-uniform days. If the student chooses to come to school inappropriately dressed by the judgment of the administration/faculty, he/she will be issued a demerit (grades 5-7), will receive punish work (grades K-4), and have to call home for a school uniform, and will lose the privilege of the next non-uniform day. **ONLY** tennis shoes (which must be laced at all times), top-siders, or school shoes can be worn on these days - **no other shoe is permitted.**

NUT cards are to be used **ONLY** by the person whose name is on it. NUT cards are earned and it's **ONLY** that student's privilege to use it. If a student dresses down and does not have a nut card, he/she must bring the nut card on Monday and forfeit the privilege for the next two nut card days. They will also receive a consequence (K-3 punish work; 4th – 7th grade a demerit).

EXTRA-CURRICULAR ACTIVITIES

The school provides many activities in which the students are encouraged to participate. School spirit and support are an essential part of school life. The following guidelines are **minimum standards** for student eligibility:

1. Moderators are volunteers who give up their time and are to be treated with respect at all times. Failure to comply with this on either the part of the student and/or parent will result in dismissal from the team/activity, etc.
2. Overall academic average of C (only one failing grade in any subject is allowed).
3. No lower than C in conduct in any class.
4. All students will be picked up within 15 minutes of the announced ending time of practice. The following consequences will be enforced if the above is violated: 1st violation will result in a written warning. All subsequent violations will result in the following action: one to five minutes at a \$10.00 charge, each additional minute will be \$1.00 per minute. The student will not be allowed to practice or play in games until the fine is paid.
5. Walkers and After School Care students will be expected to depart immediately after practice.

The individual moderators/coaches may require higher standards of eligibility.

Students cannot take part in an extra-curricular activity if they have not been present in school that particular day.

Eligibility will be determined at each marking period. A student who has dropped below standards will be given one marking period to return grades to the acceptable standards before being dropped from an activity. This does not necessarily apply to the sports program; the coaches will determine eligibility standards due to its seasonal nature.

Students who are bonafide members of any extra-curricular organizations are supervised before and during said activities until the assigned dismissal time. But when competitive interscholastic games are held on the school campus, only members of the Cheerleaders, Dance Team, Pep Squad and Team are supervised. The school does not assume supervisory responsibilities for non-participatory students after dismissal or after the competitive event. Students who remain on campus to attend functions are not permitted to mingle with students in the extended care program and these students remain on the school grounds. They are not allowed to leave the campus and then return.

FINANCES

Tuition payments and fees may be financed through Metairie Bank or the full amount may be paid by early June of the current year. Late fees will be charged in the event a parent does not secure the loan on bank sign-up night or if the June deadline is not met. In the event a loan is defaulted, a \$250.00 fee will be assessed. Families who default on their school loans in the preceding two consecutive years, and have an unpaid balance on May 31 of the current school year, and have not applied for tuition assistance in the current school year, will not be allowed financing through St. Christopher's banking program for the following year. Pre-paid tuition will be refunded on a prorated basis according to the number of days that educational services were rendered prior to the student's withdrawal.

School records, report cards, progress reports, etc., will not be issued if the tuition is in arrears or if any outstanding fees are owed to the school.

Should a duplicate report card(s) or progress report(s) be requested, a fee of \$1.00 will be assessed.

In the event of a civil/health emergency or government-mandated school closure, the education of the students will continue through the "at home learning" process. Report cards will be issued according to the original school calendar.

School Board Policy:

Tuition is due on the date as stated in your loan agreement with the bank. Delinquent tuition that is not paid by the end of the month will render the student(s) ineligible to return on the first Monday that your loan is charged back, and/or students will not be eligible to take quarter tests/exams.

Graduation Policy:

All financial indebtedness for graduates must be paid in full a week prior to graduation day in order for the student to participate in the graduation ceremony.

GRADING PRACTICES

Report cards will be issued every nine (9) weeks period; progress reports will be issued midway through each period. Kindergarten and first grade students will not receive any formal grading notice until the end of the first semester.

A student who receives an "F" in conduct will have one nine-week period to improve his/her grade. If the improvement does not occur, he/she will be asked to leave St. Christopher School.

Grading Code:

A+...99.00	B-....85.50	D....72.50
A ...95.00	C+...85.00	D-....69.50
A-....93.50	C79.50	F ... 0,00
B+...93.00	C-....77.50	
B87.50	D+...76.00	

Nine-weeks' Tests: Grades 4-7 will take nine weeks tests.

Failure to pass a subject for both the third and fourth quarters and/or second semester will result in failure of the subject for the year.

Yearly Average: The final average is recorded on the report card and on the cumulative record.

HOME ASSIGNMENT

Homework gives the student an opportunity to review, practice, and delve more deeply into the material taught in class.

It is important that each student has a quiet, well-lit place to study. Parents can expect home assignments in various forms, such as:

1. Drill - oral or written
2. Study and memorization.
3. Reading
4. Projects
5. Written assignments
6. Preparing oral/written reports.

Students in grades 5-7 are required to purchase an Agenda and record their assignments daily even though we have the "Homework Hotline."

It is the student's responsibility to bring home the necessary books and materials to complete home assignments. **STUDENTS ARE NOT PERMITTED TO RE-ENTER THE BUILDING AFTER DISMISSAL OR TO RETURN TO SCHOOL AFTER BEING DISMISSED FOR FORGOTTEN ITEMS WITHOUT PERMISSION OF OFFICE PERSONNEL.**

HONOR ROLL(Only students in grades 2-7 are eligible.)

For each nine-week grading period students are recognized for the following achievement.

Alpha Honor Roll

4.0 or higher scholastic average, no grade lower than an A in all classes; average of an A in conduct for grades 5-7, which means only one B in conduct, all the rest A's.

Beta Honor Roll

3.0-3.9 scholastic average, no grade lower than a B, including conduct.

Conduct Honor Roll

"A" in conduct for all classes for grades 2-4; average of an "A" for grades 5-7, which means one "B" is allowed. Conduct includes behavior, attitude, effort and participation.

LIBRARY POLICIES

The library is available for student use under the following conditions:

- 1 Books are checked out for a two-week period, and may be renewed if still needed.
- 2 Books not returned on assigned date will incur a penalty; grades 4-8 will be fined 5 cents' daily. Students with an outstanding fine may not check out another book until all the fees are paid.
- 3 Students are responsible for all books signed out by them. Any book not returned must be paid for. Price will be determined by the book's replacement value.,
- 4 Good manners, order and courtesy are expected at all times in the library.
- 5 Any student abusing library privileges is subject to disciplinary action and/or the loss of the privileges as outlined on pages 3-5; students with outstanding fines will not be allowed to check out books.

MISCELLANEOUS

Asbestos

St. Christopher School has been inspected for asbestos. No friable asbestos was found. The Archdiocese Asbestos Management Plan is available and is kept in the school office.

Before School

Upon arrival at school, students are to report to their assigned gym areas and are to be seated. At the first bell, students stand orderly in line and at the second bell, they are expected to maintain silence, and proceed from the gym into their classrooms.

After arriving on the school grounds, students are not to leave the premises unless written permission is granted by the principal. No student is allowed in the building at any time unless he/she is accompanied by a teacher or has received a written pass from the office.

During the day when students of grades 5-7 are moving, they are expected to move orderly, talking in conversational tones only.

Emergency Dismissal

In the event of an emergency dismissal of school, the following procedure will be used: 1) a telephone message will be launched through our School Reach System, 2) an email will be sent out to parents, and 3) Listen to WWL AM (87) radio station for official notification.

Recess

Consideration for others and common courtesy are expected from each student while on the playground. No student may bring balls or other play equipment to school. Equipment is provided by the school for each class..

Lockers

Students in grades 5-7 are offered lockers to store school related materials. Students who accept the use of these lockers agree that school authorities may inspect lockers and their contents at any abuse the time. Combinations are recorded in the office for use in case of illness, emergency or locker check. Students who abuse the locker privilege may be denied the use of a locker.

Medications

A student may take medication, prescriptive and/or over-the-counter, only if the required physician forms as per the instructions of the Office of Catholic Schools have been completed. Medications are to be sent on a daily or weekly basis and must be brought to the office by the student. It should be labeled and in a non- breakable container. No medical treatment will be given by the school beyond the normal first aid treatment of cuts and bruises.

Telephone Calls

Parents are requested to call for school business only. Relaying messages to students will be limited to emergency calls only. No messages for students will be accepted AFTER 2:30 PM. Students will not be allowed use of office phones except in cases of emergency and/or illness. Students will not be allowed to call home for forgotten items, except eye-glasses or medication. Students will not be permitted to use cell phones on school grounds at any time. If the need arises for them to contact you, they can always use the phone in the school office. In the event that a student is using his/her phone, the phone will be taken away and a detention will be issued. The phone will be returned to a parent/ guardian only at the discretion of the teacher/administrator. Please be assured that in the case of an emergency, the school has an automated telephone service which calls both the home and the parents' cell phones.

Textbooks and Personal Property

All textbooks must be kept covered throughout the school year. Students will be charged for the loss or damage of any book.

The school is not responsible for items issued to or owned by students.

Students are permitted to bring clear water bottles. Please make sure it has a secure top on it.

Fad items, i.e, Smart Watches, ipods, MP3 players, cameras, toys or anything that might cause a disruption at school are not allowed unless permission is given by the principal. These items will be taken away from the student and returned at the teacher's discretion.

Any books, materials, lunches, etc., that are forgotten are not to be brought to the students at school.

Students may not return to school or re-enter the building after dismissal to obtain forgotten books, materials or supplies without permission of office personnel.

Field Trips

Field trips are an integral part of the learning process - they are scheduled for both educational and social values. Permission slips are required for all students. Field trips are privileges afforded to students; no student has an absolute right to a field trip.

We request that parents who accompany classes on field trips as chaperones not bring younger children because of their supervisory responsibility.

Cell phones, Smart Watches, Ipods, MP3 players etc., are not allowed on field trips.

Visitors

No visitor is permitted in the classrooms or on the campus without approval from the office. Parents wishing to have their child dismissed early must do so through the office. Students will be released only to individuals listed on their emergency card. Photo identification of the individual maybe required. Whenever visiting on campus, one **MUST** sign in at the school office and get a visitor's pass. Parents are not allowed to go into the classroom/hallways without this pass.

Parking

The circular drive on Derbigny is to be left clear at all times. Cars are not allowed to park here.

Faculty Meetings

When faculty meetings are held during regular school hours, students will be dismissed from classes/school.

Home and School Association

St. Christopher has an excellent parent/teacher association. Your participation in this organization will assure its continued success. Meetings are held the second Wednesday of the designated months at 7:30 PM in the school gym. A variety of programs, activities, and presentations have been prepared to assure you of time well spent. To encourage your attendance, homework is not given to students in grades K-4 on these nights and students are given a nut card for their parents'/guardians' attendance.

Home & School sponsors several fundraisers. Students are **NOT** to go door-to-door to sell candy, etc., a parent or older sibling must accompany the elementary student.

ADVISORY BOARD

The Advisory Board is a board whose members are appointed by the pastor. They serve a three (3) year term. The Board has as its primary objective the establishment of policies for governing school operations. A listing of Board members and a copy of its constitution may be obtained through the school office, The Board meets on a designated Wednesday once a quarter at 7:00PM.

PARENT-TEACHER RELATIONS

The value a child places on their education depends to a large extent on the value their parents place upon education. It is, therefore, essential that parents and teachers form a **united front** in the educational process. Parents will be kept informed primarily through Plus Portals and Google Classroom, which will have current grades posted and report cards, and secondarily through emails, phone calls, notes, conferences, and the student's tests and/or work sheets. Parents who see problems developing should contact the teacher immediately to see about correcting the situation.

Four points that should be remembered:

1. A parent who criticizes a teacher, **in front of his/her child and/or through social media**, undermines the teacher's authority. Teachers do make mistakes, but these mistakes should be taken directly to the teacher or principal, not to the child.
2. In order to contact a teacher, call the school office, leave a voice message, or email the teacher. At no time may a parent go directly to a classroom to see a teacher. Failure to comply with this rule could result in the child/family being asked to leave St. Christopher School.
3. "In keeping with the Church's principle of subsidiarity, problems should be solved at the lowest level whenever possible. If a parent has a complaint about a teacher, it seems only just that the parent discuss the difficulty first with the teacher... requiring persons to attempt to work out their difficulties mutually is certainly consistent with the demands of the Gospel." (Excerpt from the National Catholic Education Association on School Handbooks.)
4. Parents/teachers are expected to conduct themselves in a polite and professional manner in their conferences and communications with one another.

Because of their obligations to all students, teachers may not be disturbed during class time to discuss an individual's progress with his or her parents. Any parent wishing to see a teacher or an administrator should make an appointment in advance through the school office.

PROMOTIONS, FAILURES, AND SUMMER SCHOOL

Kindergarten: Failure to successfully complete the requirements of Kindergarten will require repetition of the grade. This decision will be made by the teacher and the administration based on the student's final average in the graded portion of the report card. A student with an "N" for the yearly average in blending or oral reading is not eligible for promotion.

Grades 1-2: A failure in either Reading, English, or Math, may require a student to repeat the grade. Students failing grades 1 or 2 will not be eligible to attend summer school for promotion.

Grades 3-7: Failure of **one** of the Major Subjects will result in the student's attending an approved summer school. Failure of **two** Major Subjects will result in the student repeating the grade. Failure will be indicated by an "I" placed on the report card as the final grade.

A student who fails a subject for **both** the **third** and **fourth** quarters and/or second semester will fail that subject for the entire year. A student who fails the 4th quarter may be subject to failure of this subject for the year.

Major Subjects are defined as those subjects which a student attends on a daily basis. Because summer school is not offered for **Religion**, a student who fails this subjects will be given work to do over the summer to the satisfaction of the teacher according to guidelines established by the administration.

Spelling is considered a minor subject. A student failing Spelling must complete a packet of work prepared by the teacher and/or attend summer school in Reading.

Seventh Grade Graduation Policy

Students who fail **two** major subjects must repeat 7th grade and may not take part in graduation exercises.

Those who fail only **one** major subject may take part in graduation exercises, but will not receive a certificate of promotion until summer school has been completed.

Full participation in the graduation ceremony is a **privilege**, and not a right, for the individual student and his/her parents. This privilege is governed by the following principles: 1) successful completion of the course of studies required by St. Christopher School; and 2) certification by the administration and faculty of the student's having followed the rules/regulations of St. Christopher to such a degree that the student has earned the privilege of being an active participant in the graduation ceremony, and 3) all financial debts have been cleared with the school.

Absence Regulations According to the State:

A student absent for 15 or more days during a school year will not be given credit for that year's work. Students must have 160 attendance days in order to receive credit for the year's work.

Summer School

Students who are conditioned must attend the required number of hours of summer school per subject. Either failure to attend or failure to do satisfactory work will result in automatic retention in the same grade.

Attendance at a summer school or with a private tutor **must** be coordinated through the office of the principal; 25-30 hours are required.

Parents who are certified teachers may not tutor their own child for summer school credit.

INTERNET AGREEMENT USER POLICY:

COMPUTER USAGE

All students in grades 4-7 are required to sign this policy in order to use the school's computers.

Parents should be aware that some Internet sites allow students to log on, create a personal profile and web page, post "blogs", participate in discussions and post photos. Students who post, or cause to be posted on the Internet inappropriate or morally offensive material directed at St. Christopher School and/or its faculty, staff or students, and/or any material or photograph that identifies one as a St. Christopher student, in effect, jeopardize the good and safety of the school. Students whose websites feature such material will be subject to disciplinary action. A parent will be notified that the student has participated in this inappropriate activity.

Cyberbullying is cruelty to others through electronic means: it can be done through email, instant messaging, chat rooms, text messaging or online sites such as MySpace or Facebook. St. Christopher will not tolerate harassment in any form whether conducted on or off campus. Harassment will be handled as outlined in the school disciplinary policy.

For students in grades 5-7: If your child has requested the use of a nook/ipad/Kindle to read his/her book for reading class, a parent must sign the permission form which releases the school of responsibility in the event it gets lost, broken, or stolen.

Your child is permitted to use this electronic device for reading purposes only. Any other use is prohibited and will warrant a detention and ban the student's future use of the device. A parent will need to pick up the device from the office.

SAFETY

To ensure a safe environment for our students, if one child threatens another, the one who poses the threat will be referred to a counselor/therapist.

TRANSPORTATION

Bus transportation is provided through the Jefferson Parish Public School system or a private vendor for field trips.

All students are to be seated at all times while the bus is in motion. No student is ever permitted:

1. To lean out of the window of the bus.
2. To throw objects within the bus or out of the bus.
3. To eat or drink on the bus.

Good conduct is necessary and required at all times.

Students who are reported for disorderly conduct render themselves liable for disciplinary action.

ST. CHRISTOPHER SCHOOL RESERVES THE RIGHT TO ADOPT RULES AND/OR REGULATIONS AS THE NEED ARISES BASED ON THE DECISION OF THE ADMINISTRATION AND STAFF.

**“Let it be known to all who enter here
That Jesus Christ is the reason for this school,
The answer but ever-present teacher in its classes,
The model of its faculty
and the inspiration for its students.”**

St. Christopher Counseling Program Professional Disclosure Statement

St. Christopher School offers the services of a full-time counselor to assist students and families. The counselor helps to identify, assess, and to resolve spiritual, social, emotional, behavioral, and academic difficulties that may interfere with attendance, achievement and adjustment in school. All information shared by students, parents and teachers is kept confidential consistent with applicable law, i.e., only to the extent that it is legally privileged, such as a health care provider-patient privilege, and except in certain situations where there is an ethical and/or legal responsibility to limit confidentiality and reveal information or records. Such situations include but are not necessarily limited to circumstances where the child reveals information about harm or possible harm to himself or herself or to another person or where the child reveals information about abuse. The school counselor will act at all times in a professional manner that is consistent with the legal and ethical standards that all school counselors uphold.

Counseling services at St. Christopher include:

- **Individual sessions to address personal, social and academic issues related to school**
- **Small group sessions to address conflict resolution**
- **Classroom lessons related to positive personal growth and development**
- **Parent and teacher consultations to address personal, academic and/or social issues pertaining to school**
- **Referral assistance to other services and programs in the community**
- **Provision of resources to parents, students and teachers**
- **Liaison with other mental health professionals and agencies**
- **Coordination of evaluations for possible student exceptionalities**
- **Crisis intervention and prevention**
- **Coordination of various guidance programs and speakers**

Reasons for referral

- **Loss of a loved one or pet**
- **Family change or difficulty**
- **Friendship problems**
- **Academic difficulties**
- **New student concerns**
- **Difficulty coming to school**
- **Anger management**
- **Conflict resolution**

Unfortunately, the counselor is not able to provide the following services to your child or to the parents:

- **Testimony in court in child custody matters other than as to facts and then only if subpoenaed.**

- **Intensive long-term counseling services when they are needed by a child or family**

Your child will be participating in the school counseling program on a regular basis. Please contact the counselor if we can assist you or your child. We look forward to working with you to help empower your child to achieve their best spiritually, academically, socially and emotionally.

MEMORANDUM

TO: My Parents

FROM: Your Loving Chikd

Don't spoil me. I know quite well that I shouldn't have all I ask for –I'm only testing you.

Don't tease me, or make me feel smaller than I am. It only makes me behave stupidly "big".

Don't correct me in front of people if you can help it I'll take much more notice if you talk quietly with me in private.

Don't ridicule me or make me feel that my mistakes are sins. It upsets my sense of value.

Don't be too upset when I say "I hate you. "It isn't you I hate, but your power to thwart me.

Don't be taking too much notice of my small ailments attention of small ailments. Sometimes they get me the attention I need.

Don't nag. If you do, I shall have to protect myself by appearing deaf.

Don't bribe me or make rash promises. Remember that I feel badly let down when promises are broken.

Don't be inconsistent. That completely confuses me and makes me lose faith in you.

Don't tell me my fears are silly. They are terribly real to me and you can do so much to reassure me if you try to understand.

Don't think it's beneath your dignity to apologize to me. An honest apology makes me feel warm towards you.

Don't forget how quickly I am growing up. It must be difficult for you to keep pace with me but please try.

Don't forget, I love experimenting. I couldn't get along without it so please put up with it.

Don't offer me a choice when there is not a choice. It's confusing.

Don't compare me with anyone else. Like me for what I am.

Don't ask me, "What is it?" when I bring home something created in school. I can give you a better idea if you say, "Tell me about it."

Don't tell me I'm bad when it's my behavior you disapprove of. Try to arrange situations so that my behavior is socially acceptable.

Don't forget that I can't thrive without a lot of understanding love. But I don't need to tell you, do I?

AUTHORIZATION AND RELEASE

I/we, parents of _____, hereby authorize any school previously attended by our child, _____, including but not limited to any school denominated as a Catholic School by and/or under the vigilance of the Archbishop of the Archdiocese of New Orleans pursuant to Canon Law of the Roman Catholic Church and which my/our child has attended in the past, to send a copy of any and all school records, including but not limited to any and all transcripts, standardized test scores, attendance records, special-education records, disciplinary records, financial records in regard to payments of fees and/or tuition, and/or any and all other educational and/or social or informational records, of _____ to St. Christopher School
(student)

The foregoing authorization also applies in the event that St. Christopher School, which is the school authorized to receive the foregoing records, receives an inquiry in the future from any other Catholic School as described above for records and/or information; and, in that event, St. Christopher School is then authorized to send such records and/or information to the requesting Catholic School. Further, in consideration of the sending and receipt of such records any related consideration, I hereby agree to release, defend, indemnify and hold harmless the owners of and/or any such schools that send and/or receive the aforementioned records, The Roman Catholic Church of the Archdiocese of New Orleans, their members, directors, officers, administrators, principals, teachers, employees, agents and/or representatives and the Archbishop, bishops and all clergy of the Archdiocese of New Orleans, from any and all claims, demands and/or causes of action arising from the sending and/or receipt of the aforementioned records and/or from the content of such records.

Signature of Parent and Guardian

Date

Signature of Parent and Guardian

Date

CONSENT FORM REGARDING EVALUATIONS

1. We/I give our/my consent for all professional evaluations concerning my child,

_____ to be read by his/her teachers, administrators, and counselor, for the purpose of assisting in his/her social, emotional, and academic development.

2. We/I are/am aware that any such evaluation or other health information will remain in a locked cabinet in the counselor's office, to be reviewed by our/my child's teachers, school administrators or counselor, as they in their sole discretion deem necessary, except to the extent that such information must be revealed to third parties for legal or ethical reasons.

SIGNATURE: _____

RELATIONSHIP: _____

DATE: _____

SIGNATURE: _____

RELATIONSHIP: _____

DATE: _____