

ST. ALOYSIUS SCHOOL

2125 North 21st Street
Springfield, IL 62702
(217) 544-4554 Fax: (217)544-1680
www.saintalloysius.org
School Hours: 8:10 a.m. - 3:00 p.m.

FACULTY AND STAFF

Pastor/Principal

Fr. Clinton Honkomp, O.P.

Vice-Principal

Mr. Rich Harkins

Teaching Staff:

Preschool
Pre-Kindergarten
Kindergarten
Grade 1
Grade 2
Grade 3
Grade 4
Grade 5
Grade 6
Grade 7
Grade 8
Jr. High Spanish
Music
P.E.
Art
Resource Coordinator

Mrs. Jennifer Herigodt
Ms. Amber Weigand
Mrs. Denise Reavis
Ms. Jill DeChenne
Mrs. Lori Loveless
Ms. Kristie Tolliver
Mrs. Amanda Washko
Mrs. Molly Murphy
Mrs. Jennifer Triphahn
Mr. Adam Mrozowski
Mrs. Deann Reavis
Fr. Clint Honkomp, O.P.
Mr. Lynn Martin
Mr. Jim Jumper
Ms. Kate Kutmas
Mrs. Anne Brewster

Technology
Campus Minister
Athletic Director

Support Staff:

Administrative Assistant
Maintenance
Lunchroom
Parish Secretary
Business Manager
Development Director
Care Director
Librarian

Mr. Rich Harkins
Ms. Kate Kutmas
Deacon Mick Palazzolo
Mr. Scott Dickerson

Mrs. Angie Daniels
Mr. Joe Dinardo
Ms. Ashlie Carlisle
Mrs. Debbie Mandeville
Mrs. Monica Maggio
Mrs. Jaime Kauffman
Ms. Ashlie Carlisle
Mrs. Bridgett Lamont

St. Aloysius School Student Code of Conduct

St. Aloysius School affirms its legal and moral responsibility to ensure that every member of the school community experiences an environment free from harassment or assault. Each member of the school community has the right to feel safe and comfortable and to be free from any type of embarrassment, humiliation, or intimidation in every aspect of the school environment.

The Student Code of Conduct of St. Aloysius School is intended to protect its individual members as well as the school community. The Code defines student rights and responsibilities, expectations for student conduct, and consequences for failure to comply with those responsibilities and expectations. The goals of the Code of Conduct are to teach self-discipline, protect the rights of everyone involved, provide a safe environment for learning, and optimize each student's education and religious instruction.

I. Rights and Responsibilities

Students at St. Aloysius School shall be extended the following rights and be expected to accept the responsibilities related to them:

IT IS THE STUDENTS RIGHT TO:

Be treated with respect and dignity.

Express opinions verbally or in writing.

Expect that the school be a safe place.

Receive fair and reasonable consequences.

Make a complaint about an injury, personal loss, or inequitable application of an established policy.

Participate in school functions off-campus when approved by the principal/teacher.

Be free of discrimination and racial, ethnic, religious, personal, or sexual harassment from school personnel and other students.

IT IS THE STUDENT'S RESPONSIBILITY TO:

Treat others with dignity and respect.

Express opinions and ideas in a respectful manner so as not to offend or slander others. Refrain from using obscenities or personal attacks.

Be aware of all rules and regulations related to student behavior and conduct him/herself in accordance with those guidelines. Inform school personnel regarding contraband, activities, or weapons that could result in an unsafe situation.

Be familiar with school rules and accepting of fair and reasonable consequences for failure to comply with those rules. Follow prescribed procedures for appealing the discipline imposed.

If feasible, attempt to resolve the problem with the other person. If this fails, present the complaint to a counselor, staff member, or administrator. Be aware of the consequences related to falsely accusing others.

Recognize that all school rules and regulations apply to students who participate in off-campus functions.

Know the rules regarding discrimination and harassment in the Student Code of Conduct and other school policies related to these issues. Talk to a staff member, counselor, or administrator if there are questions or concerns.

II. Expectations for Student Conduct

Student conduct has an impact on the reputation of St. Aloysius School. Students are to ensure that their behavior is always a positive reflection of the school and its teachings. Students should consider all conduct, whether inside the school or outside the school, and avoid all behavior that is detrimental to the reputation of the school.

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| <ol style="list-style-type: none">1. Display Christian character<ul style="list-style-type: none">Be positive and productive.Treat others as you want to be treated.2. Respect the rights of others<ul style="list-style-type: none">Use appropriate voice and language.Listen courteously.Refrain from bothering others.3. Display a respect for learning<ul style="list-style-type: none">Remain on task.Allow others to remain on task. | <ol style="list-style-type: none">4. Be prompt and prepared<ul style="list-style-type: none">Arrive on time.Bring needed materials.Have assignments complete.5. Utilize acceptable social skills<ul style="list-style-type: none">Deal appropriately with feelings.Be courteous and tactful.Think before speaking or acting.Interact properly with others. | <ol style="list-style-type: none">6. Respect Authority<ul style="list-style-type: none">Listen attentively.Follow directions promptly.Accept responsibility for behavior.Be honest.7. Respect Property<ul style="list-style-type: none">Ask to use property of others.Take care of personal belongings. |
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III. Consequences

Each teacher posts classroom rules along with consequences for failure to comply with those rules in their classroom. At the beginning of each school year, a written communication from every teacher is sent to parents to inform them of these expectations. In every grade, warnings are issued before any other consequence is imposed. The number of warnings depends on the grade level of the student and the severity of the infraction. The Administration reserves the right to change consequences after considering the situation. St. Aloysius School staff does not use corporal punishment.

Severe Misconduct

St. Aloysius School endeavors to provide an environment where every student can grow and flourish. Staff members make every reasonable effort to help students learn to live within the expectations of our school, community, and society. However, if a student cannot or will not follow behavioral expectations, s/he will not be allowed to remain at St. Aloysius School to hinder the learning of other students. An expulsion decision will be made by the principal and pastor after all other consequences have failed to alter inappropriate behavior.

In cases of extreme or chronic disruptive behavior, any number of consequences may be bypassed at the teacher's or principal's discretion. In these cases, the offending student may be immediately removed, suspended (in-school or out-of-school), or expelled from school. These cases are reviewed by the principal and pastor as soon as possible. The following are examples of conduct that may result in an immediate disciplinary response and apply to behavior both on school property and at all school-sponsored activities:

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| <ol style="list-style-type: none">1. Any purposeful action that results in bodily harm to another person or damage to the parish facility.2. Use or possession of a weapon, explosive, look-alike, or anything that is employed as or implied to be a weapon; possession includes on the person, in a book bag, or on school property.3. Possession or use of any illicit drug or look-alike, including, but not limited to, alcohol and tobacco.4. Physical or verbal assault of any school staff, volunteer, or student.5. Arson. | <ol style="list-style-type: none">6. Gang-related activity.7. Stealing.8. Stalking.9. Sexual harassment.10. Repeated harassment or defamation of another individual, either in person, in writing, or electronically, that would cause a reasonable person to feel frightened, intimidated, tormented, or threatened.11. Blatant refusal to follow a teacher's directives.12. Leaving the school premises without permission of school staff, whether before school, at noon, or any other time during the school day. |
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Mission Statement

St. Aloysius School partners with families and the parish to lay a foundation for forming life-long disciples of Jesus Christ. Through a safe nurturing, and child-centered environment, our religious, academic and enrichment programs promote each student's optimal growth and foster creative thinking, moral integrity, and care for the global community. (Revised: 2015)

PHILOSOPHY

We believe that parents have the primary responsibility in the education of their child. It is they who set the attitudes and values that give real meaning to Catholic education in the school. When parents have willingly entrusted their child to the Catholic school, it is their right and duty, according to each family's ability, to assist the school through their cooperation and support. A critical component in establishing this faith foundation and supporting the school's mission is regular attendance as a family at Sunday and Holy Day Masses.

We believe that every child is a unique person who has definite relationships to God, to his fellow human beings, to nature, and to himself. Through his exposure to and interaction with ideas, people, and things in the total school environment, development of the child's spiritual, moral, intellectual, cultural, and physical potential is enhanced and encouraged.

We believe that St. Aloysius School's primary responsibility to the child, his family, and society is to form fully prepared Christians. Through the teachers and the curriculum, the school offers a place of discovery that opens new avenues of learning, stimulates critical and creative thinking, fosters clarification of personal values, and promotes each child's awareness of his place as a force for good in the redemptive plan.

We believe that the community works with the parents and school to offer opportunities for further enrichment and growth that help promote each child's awareness of his civic responsibilities.

We believe that the school is an extension of the Church, so the atmosphere in the school should be that of a faith community enlivened by the gospel spirit of freedom and charity.

OBJECTIVES

We believe that parents, children, school, community, and church all share in the responsibility of Christian education. As teachers and administration, we are totally committed to the responsibility of fully developing the spiritual, moral, intellectual, cultural, and physical potential of each person. Therefore, we, the teachers and administration of the school, strive to:

- Encourage and support parents in their as they lay the foundation for Christian living.
- Treat each child as a unique individual as his potential unfolds through the learning experiences that we help to provide.
- Teach each child to develop and solidify his personal values in a constantly evolving environment.
- Make full use of the community's cultural, recreational, and civic resources to enrich student experience and learning.
- Be active in community affairs and responsive to the needs of and events in the community.
- Be active in our parish church by not only accepting the Christian message, but also acting on it, witnessing as individuals and a community to all that Jesus said and did.

Religious Education

The privilege of teaching the Catholic faith is a responsibility to be taken very seriously. The faith development of children is primary and essential to the existence of St. Aloysius School. The religious education of our students is the driving force of our curriculum. Classes in religious education are held during prime instructional time. Our school also provides unlimited opportunities to include religious experiences in conjunction with learning in every academic area.

Students in 6th, 7th, and 8th Grade are afforded the opportunity to participate in a class retreat each school year. Additionally, the students of these grades are to participate in personal and school-sponsored service activities. Sixth Graders are to give 5 documented hours, Seventh Graders are to give 10 documented hours, and Eighth Graders are to give 12 documented hours, resulting in a total graduation requirement of 27 hours of service.

Students attend daily Mass at least once a week and not only participate, but also help to plan the Liturgy. Because our Church is a holy place, the students are expected to:

- participate fully and consciously in the Liturgy, displaying attention, respect, and reverence
- refrain from playing
- speak quietly, and only when necessary

Classes on human sexuality are a part of the religious curriculum. We recognize that instruction in this area is the primary responsibility of the parents, but we strive to enable students to:

- develop a deep appreciation that he or she is made in God's image
- acknowledge and understand the physical, psychological, and spiritual aspects of nature as fundamentally good
- receive love and love others in accordance with their level of maturity
- be open to growth
- understand the responsibility of becoming a mature Christian
- appreciate the role of sexuality in adult relationships of commitment and fidelity
- value the fundamental purposes of a Christian marriage

Academics

Curriculum – All students are enrolled in the Diocesan-recommended curriculum: Religion, Reading/Literature/Language Arts, Social Studies, Science, Computer Literacy, Mathematics, Music, Physical Education, and Art. Coursework reflects the stated Catholic Christian philosophy and goals of our school. The mental, emotional, physical, and social differences among individual students are given special attention to the degree that our resources allow.

Homework – Homework is an important part of the learning process. Formal home-study is assigned to help students become self-reliant and self-directed. Assignments are designed to reinforce daily lessons, to supplement and enrich class work, and to prepare for certain lessons through various experiences. Since each student has different capabilities and interests, it is difficult to designate a specific amount of time to be spent on assignments. If a problem arises, the teacher should be contacted.

Honor Roll- An Honor Roll of High Honors (94.5% average and above) and Honors (94.4%-89.5% average) is computed for students each quarter. Grades from all classes are weighted and tallied to obtain this average. Students with Incomplete grades or a "C" or below average in any class are not eligible for Honor Roll consideration.

Progress Reports – Parents of students in 2nd – 8th Grades should check online grades on a regular basis. All students receive a progress report printed from this site mid-way through each quarterly grading period. In serious cases, earlier parent contact may be made so that parents can initiate immediate intervention. Progress reports must be signed by parents and promptly returned to the teacher.

Report Cards – Grade reports are sent to the parents four times each school year. Report cards must be signed by parents and promptly returned to the homeroom teacher. Non-payment of fees during the school year results in the report card being withheld until such accounts are settled. Grades are available online at any time for parents of students in 2nd-8th Grades.

Retention and Failure – If a student fails one or more major subjects, s/he is required to attend summer school or have tutoring to earn promotion to the next grade. A school-administered test is given to the student by the end of August to determine whether tutoring is also needed during the upcoming school year. Determination of a child's repeating any grades from Kindergarten through 7th is made after the administration and teacher(s) have an opportunity to conference with the parents.

Semester and Final Exams – At the discretion of each teacher, exams may be given to the students in 6th, 7th, and 8th Grades. Students absent for legitimate reasons are given the opportunity to make up missed exams. Exams are not given early to students who know in advance that they will be absent.

Grading Scale

100-98	A+	91-89	B+	82-80	C+	73-71	D+	65-0	F
97-95	A	88-86	B	79-77	C	70-68	D		
94-92	A-	85-83	B-	76-74	C-	67-66	D-		

Acceptable Use

Students and parents sign an Acceptable Use Policy agreeing to the moral and appropriate use of the school computer network and the internet. This would include the use of personal, portable devices that students choose to bring to school. These devices include, but are not limited to, laptops, cell phones, tablets, iPods, or e-readers. No pictures taken on school property may be posted online without permission of the administration. Additionally, students may not reveal online any personal data or opinion that would have a negative effect on St. Aloysius School and its community. Students violating this policy are subject to disciplinary action by the school, whether the conduct takes place inside or outside of school.

Student Photographs and Names - Student photographs and names will be used in the paper, on the internet, or where appropriate unless a written objection is received from the parent or legal guardian.

Admission

Non-Discrimination Practice – St. Aloysius School accords to students of any race, color, sex, national origin, or ethnicity the same rights, privileges, access, and participation as those made available in general to students at our school and does not discriminate in the administration of policies, programs, or services.

Age – The entrance age for Kindergarten and First Grade students is that established by the Illinois State Board of Education.

Class Lists – A list of all families, with their addresses and telephone numbers, is prepared and given to the Parent Teacher Organization's Board for its restricted use in maintaining contact with parents. These lists are also made available to room parents for their use in calling parents of students in their children's classrooms.

Enrollment – The Office for Catholic Education recommends a maximum number of thirty students per each classroom. St. Aloysius School limits Kindergarten enrollment to 25 students and both Pre-Kindergarten and Pre-School to 20 students when possible. Once classes are filled, waiting lists are kept with preference given to St. Aloysius Parish children.

Tuition – The pastor and principal, in consultation with the Parish Finance Council and the School Board, have set tuition for the current school year at \$3550 per child for 1st through 8th. Kindergarten tuition is \$3050. Pre-School and Pre-K fees are \$4000 per child for full time attendance. A tiered tuition is available for families with multiple children attending St. Aloysius School. Information on other attendance options is available through the school office. All families pay an annual registration fee of \$100 per family. This fee is non-refundable. See the Registration packet for further directions. St. Aloysius School works with families who register late to develop individual payment plans to allow them to meet their tuition obligation according to the school's schedule. Families failing to pay tuition according to their payment plan will not be re-admitted to St. Aloysius School without permission of the pastor. In addition to tuition, parents are expected to fulfill their obligation by attending Sunday Mass with their children and make weekly contributions in the Sunday offertory.

Tuition Assistance - A limited amount of tuition assistance is available for parish families who are experiencing financial difficulties. Normally, requests for this assistance are to be made prior to registration. However, since such circumstances are often unpredictable, families should not hesitate to inform the pastor of their need if it should arise at any time during the school year. Assistance is awarded only on a one-year basis, so families must reapply each year. Assistance for subsequent years is not guaranteed.

Transfer Students – Students who wish to transfer to our school may be tested prior to their admittance to ascertain proper placement and to predict academic success. Prior to admittance, a current physical health form verifying that the student has received a physical exam, an original or certified copy of the child's birth certificate, the child's baptismal certificate and copies of any educational in place from the previous school must be presented to the principal. Current is defined as having occurred within the current school year. When students are transferring from St. Aloysius School, the parent must first complete a Transfer of Records Form. The secretary then sends transcripts to the desired school within seven working days if all financial obligations have been met.

Asbestos Management

In accordance with federal regulations, St. Aloysius School has an Asbestos Management Plan that is on file in the principal's office and available for review during normal business hours.

Attendance

Student Absences – When a child is ill, the parent must call the school office before 9:00 AM and report the absence. If no contact regarding an absence is received from the parent, the school office will attempt to call the parent. If the office staff is unable to make contact, or the child is deemed truant, the absence is "unexcused". Upon return to school after an absence of more than four days, a student is to present a written note signed by the child's physician. If a child must stay inside at recess due to a prior illness, a doctor's note is required. If a student goes home with a fever of 100 or more, that student should be fever free for 24 hours before returning to school. A child with a fever should remain at home until there is no fever for 24 hours without fever reducers. If the child has been vomiting or has diarrhea, s/he should remain at home until food has been retained for over 12 hours. A child who does not attend school may not attend any extracurricular activities after school. When a student is absent for two or more days due to illness, a parent may call the office before 9:00 AM to make arrangements for homework assignments. Homework assignments may be picked up at the school office between 2:30pm and 3:30pm. Excessive absences (40 days) including tardiness, can be cause for a student to be retained in the current grade for another year.

Tardy – The tardy bell rings at 8:10 AM. Students are to be in their classrooms and ready to learn. Any children arriving after 8:15 a.m. are to report to the office for a tardy slip to be issued. If a student is consistently tardy, contact with the parents is made to find a solution to the problem. Students who arrive at school after 10:00 a.m. will be considered absent for a half-day and ineligible to participate in any athletic or scholastic competitive events.

Truancy – A student is deemed truant when s/he is absent without a valid cause for a school day or a portion of the day. In persistent cases of absence or tardiness, parents will be notified immediately. If the matter is not resolved between the family and the school administration, the services of the truant officer, assigned to the local public school, shall be enlisted. An 18% absence rate is considered truancy. Once this rate has been reached the parents or guardians will receive a letter notifying them that this has occurred. The Regional Office of Education will be notified.

Assignments - It is the student's responsibility to make up all work missed due to any absence. Students are allowed one school day for each day of absence to complete and submit make-up work to each teacher. If work is not completed within the allotted time frame, full credit is not given for the work, nor is full credit given for make-up work when the absence is "unexcused".

Although vacations during the school year are discouraged, children of families who take a trip while school is in session are not penalized. However, school work must be made up after the child returns to school. Requests for advance make-up work will be fulfilled per each individual teacher's discretion.

Blogs, Bullying, and Cyberbullying

Engaging in online social media and blogs, such as, but not limited to, Facebook®, Twitter®, and Instagram®, may result in disciplinary action if the content of the student's blog/social media includes negative, offensive, or derogatory comments regarding the school, the faculty, other students, or the parish.

Cheating

Cheating of any type is not tolerated. This includes plagiarism. Students who choose to cheat face possible consequences of a failing grade, detention, suspension, and expulsion. Any student involved in cheating is also ineligible to participate in sports or in any extracurricular activity.

Child Abuse Laws

St. Aloysius School abides by the child abuse laws of the State of Illinois. These laws mandate that all cases of **suspected** abuse or neglect be reported to Child Protective Services.

Delinquent Behavior Off School Grounds

If a student's delinquent or immoral behavior off school grounds comes to the attention of the administration through its direct or indirect impact on the school, St. Aloysius School reserves the right to contact the parents of the involved student, take any action, including disciplinary, appropriate to the nature and frequency of the offense, and contact the appropriate authorities if necessary.

Dress Code

For a complete list of uniform items, see the back of this calendar. It is expected that students wear the uniform of St. Aloysius School proudly. Shirts and blouses are to be clean, in good repair, of a proper size, and tucked into pants, skirts, or shorts unless the uniform shirt style has an elastic band at the waist. Folding the hem of the blouse or shirt under does not constitute "tucking in." Plain white shirts may be worn under the uniform if there is no logo or writing visible. When a uniform "hoodie" sweatshirt is worn to school, a uniform shirt must be worn underneath and the hood may not be pulled over the head. Belts must always be worn when a shirt is tucked into pants or shorts that have belt loops. Belts may be navy, brown, or black. Girls' skirts are to be no shorter than 1" above the knee and should not be "rolled" at the waist.

Uniform tops may be purchased at other retailers (Walmart, Target, etc.) provided they meet all requirements besides the logo. Free, gently used uniforms are available at the school in limited quantities and sizes.

Hair is to be neat with bangs above the eyebrows. Boys' hair is to be above, not touching, the shirt collar and trimmed around the ears. No "mohawk" haircuts are allowed. **Extreme hair coloring and/or hair styles are not permitted.** Extreme is defined as anything that detracts from the academic environment. This definition may be redefined at the discretion of the principal. Students may be asked to leave school and not return until hair follows policy.

No extreme cosmetics may be worn. No visible tattoo of any kind is permitted. No hologram contact lenses may be worn. No visible body piercings are allowed except for pierced ears. Earrings should not hang more than one inch below the earlobe as they are not safe at school. Other jewelry should be limited. Hats are not to be worn in the building.

Socks must always be worn. No sandals, flip flops, boots, clogs, chunky “high heels,” lighted, or clear plastic shoes are permitted. Tennis shoes must be worn for gym class. Shoes intended for laces must always have them in place and properly tied. If boots are worn to school during inclement weather, the student must change into appropriate shoes for the school day.

The homeroom/classroom teachers handle most uniform infractions. On days when “free dress” is allowed, the principal reserves the right to determine appropriateness of the school attire. Under the direction of the principal, a student who is out of uniform or whose attire is deemed inappropriate will call his/her parent to bring a change of clothes.

Fads and trends cannot be anticipated and will be determined acceptable or unacceptable at the discretion of the principal.

Good rule: If you think you shouldn't wear it, you shouldn't.

Extracurricular Activity Eligibility

A student will be deemed ineligible to participate in a team sport or extracurricular activity if at any time he/she carries an “F” or three “D” grades in any given subject.

Participation is defined as practicing, playing in games, or taking part in activities with the team/group.

To determine grade and conduct eligibility, a list of participants in team sports and extracurricular activities is distributed weekly. Administration will calculate eligibility weekly for those participants. All students who meet the criteria as stated above are eligible to practice, play, or participate with their respective teams/groups.

Students who do not meet the criteria listed above are placed on probation for one week. Probation is defined as a period where the student cannot practice, play, or participate with the team/group. If a student is placed on probation three times, whether consecutively or not, that student becomes permanently ineligible for the remainder of the season or semester, as applicable.

If a student is suspended from school, either in-house or out-of-school, that student is not allowed to practice, play, or participate with the team/group for the duration of the suspension or for a minimum of one game/activity per the principal's discretion.

Consequences for students who display unsportsmanlike or unchristian behavior while participating in extracurricular activities are determined by the coach, athletic director, and principal.

Students are ineligible to participate in any further extracurricular activities if uniforms and equipment are not returned and/or paid for to the athletic director within the designated time period. To continue their participation in extracurricular activities, students must adhere to the behavioral and academic rules and policies of St. Aloysius School, follow the specific group's guidelines, and attend and participate in all group functions unless excused by a coach/advisor. If a member fails to comply with these standards, s/he is placed on probation and parents are notified. Any further infraction may result in removal from the group. Additional requirements may apply for specific groups; those requirements are provided in writing to the participating students and parents.

Field Trips

Field trips offer educational experiences outside the classroom. Participation in field trips is a privilege not a right. Students are required to submit a properly completed permission form, signed by the parent, for each trip. A blank form can be found on the school website. These trips are optional, but if a parent chooses not to have their child participate, the parent must arrange for supervision of the child for that day. Rules that apply to students while at school also apply during school-sponsored field trips.

Field trip chaperones and drivers must have on file with the school proof of participation in “Protecting God's Children”. Drivers must be at least 21 years of age and have a valid driver's license and proof of insurance. Vehicles must have a seat belt for each child being transported and children younger than 8 years of age must be in the appropriate booster or car seats. Drivers are not permitted to smoke while accompanying children or to deviate from the planned field trip schedule in any way. “Side trips” while traveling from and returning to school are strictly prohibited.

Graduation

To graduate from St. Aloysius School, a student must successfully complete all coursework and service requirements. In addition, all tuition and school-related fees must be paid for all students in the family and all school property returned unless other arrangements have been made with the pastor. Graduation includes the following:

1. Formal documentation on the student's cumulative record of the successful completion of all coursework.
2. Attendance at the 8th Grade Banquet.
3. Participation in the Graduation ceremony.
4. Receipt of a diploma.
5. Participation in the 8th Grade educational trip, providing the student's behavior warrants this privilege.

If a student does not successfully complete all coursework, the following process is followed:

1. One failing grade – One failing grade - The student's cumulative record specifies "placement recommended". This wording is changed to "successful completion of all coursework" when the student has succeeded in passing the failed course either by attending summer school or by receiving the help of a summer tutor. The student can participate in the graduation ceremony but does not receive a diploma until successful completion of the failed course. The student is also allowed to attend the 8th grade banquet and to participate in the 8th grade educational trip, providing the student's behavior warrants this privilege.
2. Two failing grades - The student's cumulative record specifies "placement recommended". This wording is changed to "successful completion of all coursework" when the student has succeeded in passing the courses that were failed either by attending summer school or by receiving the help of a summer tutor. The student is not allowed to participate in the graduation ceremony and does not receive a diploma until the student has passed the failed courses. Attendance at the banquet and educational trip is at the discretion of the principal and pastor.
3. Three or more failing grades – The student's cumulative record specifies "retained". The student is encouraged to repeat 8th grade at another school. The student does not receive a diploma or attend any of the graduation-related functions or ceremonies.

Inappropriate behavior during the 8th Grade year can disqualify a student from participating in the 8th Grade educational trip. This decision is made by the principal.

Gum and Candy

Gum and candy are not permitted on the school grounds during the school day. This restriction applies to Before Care, classrooms, lunch and After Care. During special activities exceptions to this rule are at the discretion of the principal and classroom teacher.

Harassment and Bullying

St. Aloysius School maintains an environment free from any type of bullying or harassment, including physical, visual, verbal, and sexual. Verbal or written threats to the physical or emotional well-being of any individual are taken very seriously. Students making such threats, whether done seriously or in jest, in-person or online, are subject to detention, suspension, and/or expulsion and if removed from school, may not be readmitted until clearance for the student to return to school has been received from a qualified mental health professional. Instances of harassment are addressed by using consequences, counseling, and parent involvement appropriate to the nature and frequency of the offense(s). Copies of any written harassment are to be retained and notification is to be made to the homeroom teacher.

Health

The following statements are based on guidelines disseminated by the Office for Catholic Education. These guidelines were developed in cooperation with the Department of Health and legal counsel.

As a general principle, medications are not to be given at school and students are not allowed to have any drugs in their possession on school grounds. Acutely ill students are sent home. Students convalescing from an acute illness should remain at home until medication is no longer needed.

Special arrangements exist for health problems that can be expected to be of a long duration. When such a condition exists, the following policies will be adhered to.

Prescription Medication - For any student who is required to take prescription medication during the regular school day, the following procedures must be followed:

1. Written order from a physician detailing the name of the drug, dosage, and time interval medication is to be taken is to be provided to the school. (Form can be obtained at the school office or online.)
2. Written authorization from the parent of the student with request that the school comply with the physician's order is to be filed with the school. (Form can be obtained at school office or online.)
3. Medication is to be brought to school in the original container, appropriately labeled by the pharmacy or physician. The medication must be kept in the main office.
4. A medication log is kept that includes date, time, dosage, and signature or initials of person giving the medication.
5. Only the person designated by the principal shall be allowed to dispense the medication pursuant to the physician's order, and only that person shall make notations in the medication log.

Non-prescription Medication - No non-prescription medication is dispensed by school personnel. If a parent wishes, s/he may come to school to administer this type of medication. This restriction applies to aspirin, Tylenol, ibuprofen, antacids, antihistamine and any other over-the-counter drugs. No topical medication application is administered by school personnel. In case of injury, soap, water, and ice are used as treatment. A parent is informed if further treatment appears necessary. In case of illness or injury, the office staff conscientiously evaluate whether the child should be sent home.

Immunization - All students must follow Illinois State Regulations concerning immunizations. Any child who is not in compliance by October 15 of the current school year will be required to remain at home until the child has received the proper immunizations.

Parents or legal guardians who object, for religious reasons, to their child being immunized for school entrance must submit a Certificate of Religious Exemption, which must be signed by a health care provider. Signed into law in August 2015, this new legislation requires a health care provider to sign the certificate confirming they have provided education to the parents or legal guardians about the benefits of immunizations and the health risks of not vaccinating students. Medical exemptions are also allowed.

Health Exams and Records - All children entering Pre-School, Pre-K, Kindergarten or First Grade and those entering Sixth Grade must have on file by October 15 of the current year a completed health examination report from a qualified health professional. Any child not in compliance is to remain at home until this exam is completed and documentation is provided to the school. Dental exams for children entering Kindergarten, Second Grade, and Sixth Grade must be on file by May 15th of the current school year, or the student's report card may be withheld. Reports of vision exams by a licensed optometrist are required by October 15th for of all students entering Kindergarten or enrolling for the first time in a school, or the student's report card may be withheld.

It is the parent's responsibility to inform the school of any physical abnormalities or conditions.

The principal shall notify the Department of Public Health when a student is sent home because of suspected communicable disease.

Communicable Diseases - In case of absence due to communicable disease, a written release from the Department of Public Health or a letter from the family physician indicating that the Department of Public Health regulations have been fulfilled must be presented when the student returns to school.

Students with AIDS who are enrolled or who are seeking enrollment shall be permitted to attend school. Students who are known to have AIDS are to be individually evaluated by the principal or pastor, physician, and other professional personnel to determine if their behavior or physical condition poses a

significant risk for spread of the disease. Results of this evaluation are used to assist with the preparation of a specific plan for the education and care of the student.

The parish/school is to respect the right of privacy of the individual with AIDS. Knowledge that a student has AIDS is to be confined to those persons with a direct need to know. Those persons are to be provided with appropriate information as well as procedures and precautions that may be necessary for the care of the child and protection of others and are also to be made aware of confidentiality requirements regarding this situation.

Vision Screening - Vision screening is done, as mandated, within the first six months of school for the following children: all Pre-School, Kindergarten, Second Grade, Eighth Grade, special education, teacher referrals, and students new to the school who have not been previously screened. Vision screening is not a substitute for a complete eye and vision evaluation by an eye doctor. Your child is not required to undergo this vision screening if an optometrist or ophthalmologist has completed and signed a report indicating that an examination has been administered within the previous twelve months and that report is on file at the school. Vision screening is not optional. If a vision examination report for a child is not on file at the school and the child is in the mandated age/grade/group, they will be screened. The school calendar provides notice of the date this screening is scheduled.

Individual Gifts

Flowers, balloons, and individual gifts for students are not accepted or delivered at school.

Library Books

All library books must be returned to the library before Christmas and summer breaks. Books that are lost must be paid for by the student. Failure to do so results in the loss of the right to check out books from the St. Aloysius library. At the end of the year, report cards are withheld for those students who have not paid library fines, returned all materials, or reimbursed the school for lost books.

Lunch and Playground

Students have the option of eating hot or cold lunch in our school lunchroom. All places of business around the school are restricted from student use during the lunch period. Any infraction of this rule results in suspension from school. Parents are always allowed to come to school to take their child out to lunch after reporting to the office. Fast food may not be eaten in the cafeteria. In addition to the general student code, the following conduct is expected of students in the lunchroom:

- Respecting cafeteria personnel
- Not pushing, shoving, or disturbing other students
- Not saving places in line or at the table
- Using good table manners
- Cleaning up after oneself
- Not playing with or throwing of food
- Asking permission to leave seats

Students who violate lunchroom rules may:

- Be assigned to eating in isolation from other students for a time determined by the lunchroom supervisor.
- Receive a more severe consequence if behavior warrants.
- Forfeit lunchroom privileges.

Playground equipment is available for students' use during recess. Children are encouraged to take good care of this equipment. Reimbursement for damage from negligent use is assessed to the parents of the involved child(ren).

For the safety of the children, no form of keep-away, tag, tackle, crack the whip, run-through or any similar game may be played on the playground. Students are asked not to bring toys or electronic equipment from home for use during recess to avoid loss or damage.

Students may not leave the playground area during recess without permission. Crossing Joles is permitted only when supervised by a recess supervisor.

Students can play outside as weather permits. Students remain inside for recess when temperatures or wind chill fall below 20 degrees. Outdoor play will be limited when the heat index rises above 90 degrees.

Lunch and Milk Tickets

The hot lunch program begins the first week of school. Hot lunch and milk tickets are available for purchase on the first day of the school year. Tickets for the purchase of five, ten or twenty lunches or cartons of milk are available. Ongoing, these tickets can be purchased by sending to the child's homeroom teacher money or a check in an envelope marked with the child's name and grade. On days when the child chooses hot lunch, s/he is given the ticket, which lunchroom personnel punch and then return to the homeroom teacher. When the child needs a new ticket, a note will be sent home.

Monies Sent to School

Any time money is sent to school with a student, it is to be placed in an envelope marked with the student's name, grade, and contents. After hours envelopes can be dropped in the safe. The safe is accessible via the cabinet door next to the office door.

Movies Shown at School

The school policy is that movies shown to students at St. Aloysius School generally be appropriate for all audiences. Occasionally a PG-rated movie is shown with prior permission of the parents. Videos purchased by the school to be used for educational purposes and those approved by the Office for Catholic Education are also permitted.

Parent Contact with the School

Parent-Teacher Conferences are held at least once during the school year. When parents wish to contact the school regarding a problem, the following procedure is to be used:

1. Parents contact the school secretary to make an appointment with the involved teacher. This appointment may also be scheduled by parents contacting the teacher directly through a note or email.
2. In the event the problem is not resolved, the parents contact the principal.
3. If appropriate, a meeting is arranged with the parents, the teacher, and the principal.
4. The principal notifies the pastor if the problem is still unresolved.

Parent Involvement

St. Aloysius School offers many opportunities for parent involvement. The Parent Teacher Organization offers fundraising and parent education activities. The Sports Boosters Club supports the sports organizations of our school. The Development Committee works to promote the school in general. The School Board advises the administration on policies and programs. These school organizations need and appreciate the involvement of all parents.

Each family at St. Aloysius School is required to complete Family Service hours. Families with children in Grades K-8 are required a minimum of 12 hours and families with students in Pre-School and Pre-Kindergarten are required to complete a minimum of 6 hours. The junior high student obligation of service hours is not included in this total. Family Service hours can be acquired by volunteering for many St. Aloysius School and Parish fundraisers and events.

Parent Visits

Parents are always welcome to visit the school. However, to allow for children's adjustment to school, staff members suggest that parents wait a few weeks after the start of a new year before visiting. To avoid disruption of classes, making visit arrangements ahead of time with the teacher is also requested. All parents are

expected to check in at the office on arrival. The secretary contacts the teacher or student. No one can be in the school unless the office is made aware of their presence.

Police Questioning and Apprehension

When a student becomes involved with law enforcement, it is requested that the officer confer with the student when s/he is not under the jurisdiction of the parish/school if it can be arranged. The following steps shall be taken to facilitate cooperation between the school and these authorities:

- The officer shall properly identify him/herself. The parent shall be notified immediately and informed of the intent of the law enforcement authorities
- The parent shall have the right to be present if the interview is held in the parish/school
- If the parent cannot be located, authorities are not to interview the student unless they produce a warrant
- If there is a warrant, and if it is impossible for the parent to be present, they may request that the administrator be a witness to any interview held in the parish/school.

Pregnancy/Parenting

St. Aloysius School affirms the moral teaching of the Catholic Church, including the teaching on the holiness and the blessing of life. St. Aloysius School equally asserts the values of forgiveness and compassion.

Believing that in instances where an adolescent boy or girl is facing adult situations and decisions, the truly Christian response is focused on the person. The Administration deals with each boy/girl involved in pregnancy/parenting on an individual basis in a sensitive and Christian manner. A conference is held with the student, his/her parents, the principal and the pastor to determine arrangements for completion of the student's education and maintenance of his/her health and well-being.

Room Parents

We recognize and appreciate the valuable assistance and support that is given to the school by room parents. Each homeroom will be assigned two room parents, if possible. The following role description was developed to ensure a mutual understanding between school personnel and room parents concerning the various activities for which room parents are responsible. In all grades, room parents:

- Act as chairpersons for planning two simple holiday parties
- May be asked to chaperone field trips, if needed
- Will be contacted by teachers for any emergency need during the year
- Recruit volunteers, when needed
- May be asked to help with fundraisers
- Receive a list of homeroom parents who have offered to volunteer for a specific activity
- 6th grade room parents chair the planning and serving of the parish's Confirmation reception
- 7th grade room parents chair the planning and serving of the Graduation Banquet
- 8th grade room parents are expected to help chaperone all 8th grade activities when needed and to coordinate the confirmation retreat luncheon
- All room parents must consult with the teacher and/or principal when planning activities for a class

Search and Seizure

For the safety and welfare of everyone, the school retains the right to conduct unannounced searches of school and student property on the school grounds. This includes, but is not limited to, any electronic device the student may choose to bring to school, lockers, cubbies, or student storage spaces. Contraband found will be seized and the appropriate authorities notified. A student who is accused of serious wrong may be placed on a home study program pending the outcome of adjudication or investigation.

School Day (8:10 am to 3:00 pm)

Students of St. Aloysius School can enter the building through designated doors off the playground between the church and school at 8:00 a.m. All children must enter the building quietly and go directly to their homeroom. Children who arrive at school late are to enter the building via the 21st Street entrance beginning at 8:10 a.m. Tardy students must report to the office before going to their homerooms. It is not in the children's best interest to be dropped off before 7:50 a.m. as there is no teacher available for supervision. Children who arrive at school prior to 7:50 a.m. are sent to the Before Care Program, and parents are billed accordingly.

Arrival - Parents who bring their children to school in the morning are asked to use one of the following options: (See diagrams at the back of the calendar).

1. Drive west on Joles and enter Lot 1 via driveway "A". Pull as far forward as possible next to the cones forming a semi-circle. Stop the vehicle and allow children to exit from the right of the car. Make sure each child is safely away from the car before pulling away. Exit through driveway "B" to 21st Street.
2. Drive east on Joles and enter Lot 2 (behind Church) via driveway "C". Pull forward as far as possible. Stop the vehicle and allow children to exit the car from the right. Make sure each child is safely away from the car before pulling away. Children should walk carefully to the other side of the cones and then to the school. Exit through driveway "D" to 20th Street.
3. NO PARKING OR DROPPING OFF/PICKING UP CHILDREN ON JOLES IS PERMITTED AT ANY TIME.
4. Parents wishing to walk their child into the building are asked to park only in the lot to the south of school and then walk their child into the building.

Dismissal - Children are dismissed from school at 3:00 p.m. Cars are to be parked on the lot facing the school by 2:55 p.m., at which time the lots are blocked by cones as the Safety Patrols exit the building and take their positions. Lot 1 is to be entered by driveway "B", and Lot 2 is to be entered by driveway "D". (See diagram at the back of the calendar). All vehicles should be parked facing the school. At 3:00 p.m. After Care students will be sent to the west wing door and met by an After-Care supervisor, who will escort them to the church basement. All Sangamon Avenue bikers and walkers will be dismissed at the same time and crossed at Sangamon Avenue by a teacher. Car Line students will be dismissed at approximately 3:02 and will proceed to their cars. When all the children have reached their rides, a bell is rung to let everyone know that the cars will be leaving. If any child has not located their car, they are to immediately walk to the waiting area near the gym doors and remain there until all cars have cleared the lot. Cars are to exit the lots in an orderly manner with the assistance of the Safety Patrols and adult supervisors. Cars in Lot 1 exit to 21st Street, and cars in Lot 2 exit to 20th Street. When the all clear signal is given, all 20th and 21st Street walkers and bikers get their bikes and walk with them to the appropriate corner.

Pre-School and Pre-K parents are to follow the drop off and dismissal procedures of the school.

School Closing – Weather or Emergency

Crisis Plan - St. Aloysius School has an approved crisis plan that has been shared with the local authorities. Parents may view this crisis plan by contacting the office or downloading it from the St. Aloysius web site.

Evacuation - If we need to leave the school grounds due to an emergency, we will walk to Fairview school. No child will be released until we are instructed to do so by the appropriate authorities. Only custodial parents and those persons listed on the emergency form may pick up the children during an emergency.

Inclement Weather - When inclement weather occurs during the night or prior to the beginning of a school day, the school contacts all parents via phone and/or email if classes are to be canceled. Each phone number listed for the family is called. Additionally, the school notifies the local radio stations WTAX, WMAY, WNNS, and WQLZ and television station WICS of the decision to cancel classes. Decisions to close schools because of hazardous weather conditions are made by a committee of Catholic school principals and are announced as soon as possible with all other "school closings". When school is canceled for either a partial day or a whole day, all school-related activities are also canceled.

Tornadoes, Severe Thunderstorms, Fire and Earthquake Drills - Students are drilled thoroughly on all disaster procedures. In the event of a tornado, severe thunderstorm, fire or earthquake, the school takes all necessary actions to protect students. If conditions are such that a "tornado warning" is in effect, we ask that the children remain at the school until the warning is ended.

School Parties

School parties for Halloween and Valentine's Day are permitted in all grades. Refreshments are to be kept simple. Costumes may be worn on Halloween by students at the discretion of the principal and faculty.

All grades have treats for Halloween and Valentine's Day. These treats are to be limited to one snack item and one drink. Room parents are to consult with the teacher regarding the best time to deliver the treat.

Room parents call the parents of their class to request a baked item for the parties and/or to donate a specified amount toward the purchase of drinks.

School Programs

St. Aloysius is a Pre-School-8th Grade school with a maximum enrollment for each classroom (1st – 8th) of thirty students. Kindergarten-5th Grades are self-contained classrooms, except for classes in Art, Computer Science, Physical Education, and Music, which are taught in specialized classrooms by our support faculty members. Those support faculty members are the teachers for Art, Music, Physical Education, and Computer Science. Sixth, Seventh, and Eighth Grades are departmentalized.

Art - All students receive a minimum of once-a-week art instruction.

Athletics - The Springfield Catholic Athletic Association Board organizes, supervises, and coordinates the 5th, 6th, 7th, and 8th grade girls' and boys' sports leagues, which include basketball and volleyball. Additionally, St. Aloysius offers Illinois Elementary Sports of softball, cross country, track and baseball. A separate Athletic Policy Handbook is given to families of all children participating in sports at St. Aloysius School.

Band – A band teacher comes to the school to instruct our band students beginning the first week of October. The band program is offered to 5th through 8th grade students. Parents make payment directly to the teacher.

Care Program - St. Aloysius School offers a Care Program for our children. The fee for Before Care is \$75 per month for one child. After Care is \$120 per month for one child. Rates for additional children may be obtained by calling the school office. Children are provided care from 6:30 to 8:00 a.m. and from 3:00 to 5:30 p.m. on days when school is in session. The Summer Care Program may be offered during the summer months (if there is sufficient interest) when school is not in session. Information on the Summer Care Program is sent to parents each April.

Learning Difficulties Program - Students who have been identified by a professional in this field may be eligible for a modified instructional program.

Library - A volunteer librarian meets with all students a minimum of once a week to facilitate story-time and student browsing under supervision of classroom teachers.

Music - A music teacher meets with the students a minimum of once a week. In addition, a student choir may be offered if there is sufficient interest.

Physical Education - A physical education teacher instructs the students a minimum of twice a week for each class.

Religion Program - Religious education classes are based on the new Catechism of the Catholic Church and provide excellent experiences that teach Catholic faith and values.

Student Council - The Student Council is made up of 4th through 8th Grade students elected by their peers. Each homeroom has two representatives. The Council functions under the guidance of faculty advisers.

Technology - The computer lab is to be used by our students during the regular school day. Use of the computer is integrated into the overall curriculum. A Technology Coordinator is available to assist teachers.

Student Appointments

Parents are encouraged to schedule appointments for students during non-school hours. However, when that is not possible, the office must receive a note or phone call from the parent prior to the appointment. When returning to school following an appointment, students are to report to the office before going to their classrooms.

Student Insurance

All students must be covered by accident insurance. If the parent's insurance does not cover the student while at school, the parent must purchase accident insurance through the school.

Student Records

St. Aloysius adheres to the Buckley Amendment (Family Education Rights and Privacy) regarding access to student records. Records of students transferring to other schools are sent directly to the new school. No records are given to the parents for delivery to the new school. Parents who wish to review their child's records must make the request in writing to the office at least twenty-four hours in advance. Records may not be taken from the school property.

When transferring schools, no records, other than the basic health form and proof of grade placement, will be sent to the new (or receiving) school for students whose financial commitment is in arrears.

Telephone Use

During the school day, the school staff and children will contact the parents only on the school phone or via a school sanctioned message system, never on the child's cell phone. If a parent is contacted by their child with a voice message or text using a cell phone, the child does not have the school's permission. The school asks that children be instructed to use the correct method for obtaining permission to make a call.

St. Aloysius will allow cell phones to be brought to school using the following criteria. Cell phones must be turned off and kept in children's backpacks/lockers while on the school premises. Cell phones and other electronic devices may only be used at each individual teacher's discretion. Electronic devices may not be used for taking pictures unless specifically authorized by school administration or their designee. Harassment or threatening of others via electronic devices is strictly prohibited. Game playing, internet, or personal email access, sending messages, gambling, or making purchases of any kind using an electronic device is not permitted on the school premises.

If the cell phone is not turned off and kept in the child's backpack/locker, it will be confiscated and returned only to a parent. A second violation of these rules may forfeit the privilege of bringing the cell phone to school.

St. Aloysius School is not liable for any damages to or theft of student cell phones.

Testing

Students in 3rd, 5th, and 7th Grades, and optionally in those in 4th, 6th, and 8th Grades, are tested using the Iowa standardized examinations. The Assessment of Catholic Religious Education (ACRE) evaluates faith development of students and is given in 5th and 8th grades.

Threats

All threats are taken seriously and are investigated. If after investigation the principal deems it warranted, the school may require that a student who threatens others through words or actions be removed from school and not be readmitted until a mental health professional indicates in writing that it is safe, both for the student and others in the school.

****The Administration reserves the right to implement policy based on individual circumstances when warranted. ****

CATHOLIC DIOCESE OF SPRINGFIELD IN ILLINOIS FAMILY SCHOOL AGREEMENT – BASIC PLAN

What does discipleship and stewardship ask of active parish stewards? It expects:

- An active witness to the Catholic faith by our daily teaching and living, making discipleship a way of life;
- The entire family's participation at Mass in the parish every Sunday and Holy Day of Obligation;
- Active involvement in the various parish ministries, each according to his time and talents;
- A respect for and cooperation with those who provide Catholic education – the priests, parishioners, and all school personnel – and their policies
- Each family to try to tithe, as we will be encouraging our parishioners towards the goal of giving at least 8% of their income to the parish;
- The full participation of the child, according to age and ability, to practice stewardship as well.

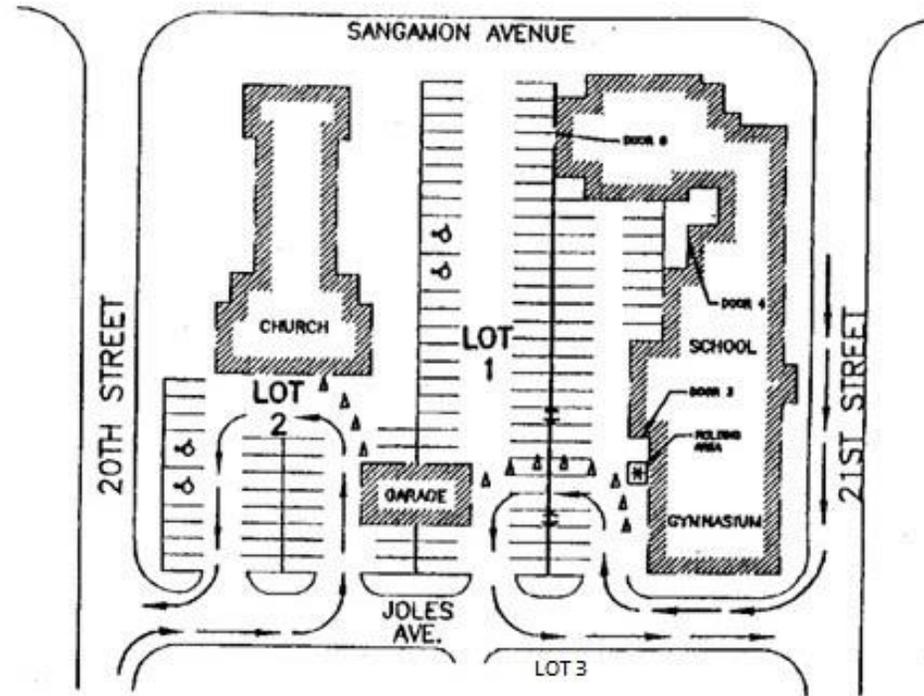
As parents, you ask St. Aloysius Parish to help you provide your child with a Catholic education. You understand and agree that your child will be taught the teachings of the Catholic Church in their fullness even if you are living a way of life that is contrary to those teachings. You also understand that if you do not live in accord with the Catholic teaching, you are expected to discuss with the pastor of your Catholic Parish ways in which you could. You further accept a commitment to the stewardship way of life as practiced in our parish. You pledge your full cooperation with the school and parish to prepare your child to be a disciple of Jesus Christ. You will make every effort to supervise your child's commitment to this agreement.

CATHOLIC DIOCESE OF SPRINGFIELD IN ILLINOIS FAMILY SCHOOL AGREEMENT – ALTERNATE PLAN FOR CHURCHGOING FAMILIES OF OTHER FAITHS

As parents, you ask St. Aloysius School to help you provide your child with a Catholic education. You understand and agree that your child will be taught the teachings of the Catholic Church in their fullness even if you are living a way of life that is contrary to those teachings. You also understand that if you do not live in accord with Catholic Church teaching, you are expected to discuss with the administration of the school ways in which you could. You agree to pay for your child's Catholic education as determined locally. You pledge your full cooperation with the school and parish to prepare your child to be a disciple of Jesus Christ. You will make every effort to supervise your child's commitment to this agreement.

ST. ALOYSIUS PARISH ACCEPTS YOUR REQUEST FOR A CATHOLIC EDUCATION AND YOUR COMMITMENT TO THE DISCIPLESHIP AND STEWARDSHIP WAY OF LIFE. THE PARISH IS COMMITTED TO SUBSIDIZE YOUR CHILD'S TUITION AS WE WORK TOWARDS THE GOAL OF PROVIDING A CATHOLIC EDUCATION WITHOUT CHARGING TUITION TO PARENTS. WE ACKNOWLEDGE OUR OBLIGATION TO ASSIST YOU IN YOUR TASK OF NURTURING YOUR CHILD IN THE PRACTICE OF THE CATHOLIC FAITH. WE WILL MAKE OUR BEST EFFORT TO FORM YOUR CHILD AS A DISCIPLE OF JESUS CHRIST.

Morning Arrival Plan



Drivers using 21st Street: Enter Lot 1 and pull forward to the farthest cone. Stop and allow children to exit between the cones. NO PARKING is allowed on Lot 1 during drop off. To exit, turn **left** onto Joles St.

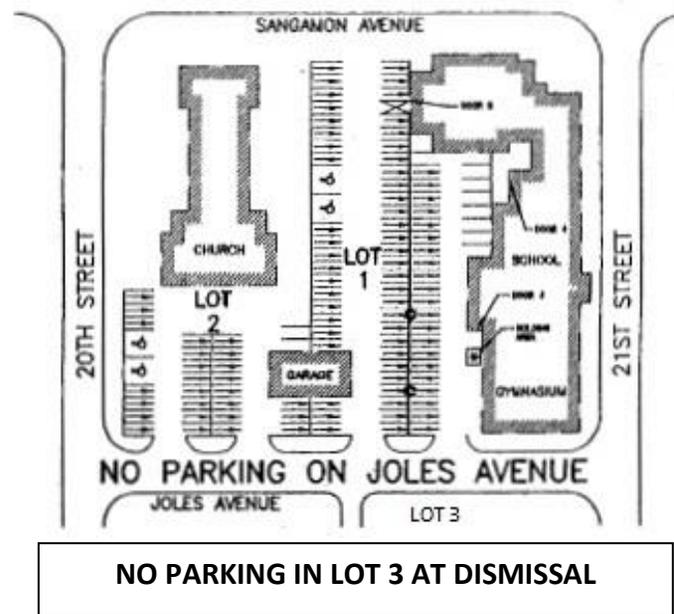
Drivers using 20th Street: Enter Lot 2 and park. To exit, turn **right** on to Joles St.

Following these procedures allows more vehicles onto the lot to drop off children.

Lot 3 may be used to park and then escort students, especially those in Pre-school and Pre-Kindergarten, into the building. Since vehicles are moving during this time, parents are always to keep students with them and hold their hands to ensure their safety.

The school's goal is to stop through traffic on Joles St. during this period. Please keep the safety of the students in mind and drive slowly and with care.

Dismissal Plan



No stopping, standing or parking on Joles St. is permitted at dismissal. Please always park facing the school.

Drivers are to enter Lot 1 or Lot 2 and park facing the school. Lots 1 and 2 are closed at 3:00. **Lot 3 is not to be used at dismissal.** As a safety precaution, no student can cross Joles St. to Lot 3 at dismissal.

All Car Line students exit from Door 3. Drivers are to wait for Safety Patrol Guards to dismiss each car.

Teachers Supervise students who cross at 20th and Joles and 21st and Joles **after** Car Line dismissal is complete.

These procedures are intended to ensure the general safety of ALL students. Please follow these procedures, keep safety in mind, and drive slowly and with care.

St. Aloysius School Uniform
Uniforms may be purchased from Luers Kidz Kloz or Dennis Uniform Only

	<u>Pant/Jumper/Skirt</u>	<u>Plain Shirt/Blouse</u>	<u>Plain Sweater/Sweatshirt</u>	<u>Socks/Tights</u>
K – 5 Boys	Dennis or Luers Navy Pants Dennis or Luers Navy Shorts Traditional Belt – Black, Brown or Navy	White or Navy Knit White Button Dress White or Navy Turtleneck	White or Navy sweater Navy sweatshirt (St. Al's Logo from Luers or Booster)	White or Navy
6 – 8 Boys	Same as above Dennis or Luers Khaki Pants or Shorts	Same as above	Same as above	Same as above
K - 3 Girls	Dennis or Luers Plaid shift Dennis or Luers Navy Slacks or Capri's Dennis or Luers Plaid or Navy Walking Shorts	Plain White Blouse White or Navy Knit White or Navy Turtleneck	White or Navy sweater Navy sweatshirt (St. Al's Logo from Luers or Booster)	White or Navy
4 - 5 Girls	Plaid Skirt (Box pleats) Plaid Split Skirt (Skort) Dennis or Luers Navy Slacks or Capri's Dennis or Luers Walking Shorts (Navy or plaid)	Same as above	Same as above	Same as above
6-8 Girls	Same as above Dennis or Luers Khaki Slacks, Skirt, Capri's, Short or Skort	Same as above	Same as above	Same as above

Girls' skirts are to be no shorter than 1" above the knee. When a skirt becomes too short, it needs to be replaced or lengthened. Parents should not buy a skirt that is already shorter than permitted by school rules.

All girls can purchase navy leggings from Luers (uniform-type ONLY) to wear under skirts/jumpers in cold weather.

ALL items that originally have belt loops must be worn with a belt, girls or boys.

MARK ALL ITEMS WITH YOUR CHILD'S NAME, INCLUDING ALL CLOTHING SUCH AS SCHOOL SWEATSHIRTS, UNIFORMS, COATS and JACKETS.