

Trinity Regional School

Handbook



2021 - 2022

Our Mission Statement

At Trinity Regional School, our Mission is to create a school community based on Catholic teachings that is committed to challenging each student to meet his/her spiritual and intellectual potential. By providing a safe, nurturing environment that fosters self-esteem, our school develops students who possess active, reflective and creative minds and a sense of respect and compassion for others. Our goal is to ensure that our students have a firm foundation in Christian principals so that they will be able to be responsible and productive members of the global community.

Our Parishes

St. Anthony of Padua, East Northport
St. Francis of Assisi, Greenlawn
St. Philip Neri, Northport

St. Elizabeth of Hungary, Melville
St. Hugh of Lincoln, Huntington Station
Our Lady Queen of Martyrs, Centerport

Our Programs

Trinity Regional School is a Catholic school that offers a comprehensive education program from Nursery School through Grade 8. Accelerated programs are offered for 8th graders. We are chartered by the New York Education Department and Accredited.

School Administration

Mrs. Patricia Ayers
Principal

Pastors of Trinity Regional School

Reverend Edward Sheridan, St. Anthony of Padua, East Northport
Reverend Irinel Racos, St. Elizabeth of Hungary, Melville
Reverend Peter Kaczmaek, St. Francis of Assisi, Greenlawn
Reverend Robert Smith, St. Hugh of Lincoln, Huntington Station
Reverend Stephen Pietrowski, St. Philip Neri, Northport
Reverend Stephen Pietrowski, Our Lady Queen of Martyrs, Centerport

ADMISSIONS

The following guidelines are followed for admission to Trinity Regional School.

1. The New York State and District Guidelines regarding age for admission for grades Kindergarten through 8th is December 1st as the cut-off-date (December 31st, if district permits this.)
2. The cut-off date for admission to Nursery School is December 1st and for admission to Pre-Kindergarten is December 1st (December 31st, if district permits this.)
3. Compliance with the New York State Code regarding immunization against childhood diseases is required. (Call the Health Office if you have any questions.)
4. A Registration Packet must be completed and is available at the School Office. A non-refundable Registration Fee is required.
5. The student's Birth Certificate, Baptismal Certificate, and verification of Parish registration must be presented at the time of Registration.
6. Any student who is transferring from another school should have all records forwarded to Trinity Regional School.
7. Trinity Regional School does not discriminate based on race, gender, national origins, etc.
8. All Students are admitted on a probationary basis for 90 days.
9. Preference is given to those students whose families are members of the six supporting parishes.

COMPREHENSIVE ATTENDANCE POLICY:

Trinity Regional School establishes this policy to ensure the maintenance of an adequate record verifying the attendance of all children at instruction in accordance with Education Law Section 3205. The policy is designed to ensure sufficient pupil attendance at all scheduled periods of actual instruction or supervised study activities to permit such pupils to succeed at meeting the state learning standards.

Regular and Punctual attendance at school is essential to each student's continuous intellectual, social and psychological growth. Education is a long range sequential process and it is hampered by unnecessary absence or frequent tardiness.

Excused Absence: Student illness, sickness or death in the family, impassable roads or weather making travel unsafe, religious observance, approved school-supervised trips, required presence in court, quarantine, attendance at organized clinics or remedial health treatment, approved cooperative work program, family emergency or district bus problem.

Unexcused Absence: Music lessons, take child to work, family trips, CYO or sports trips, didn't have a ride, truant.

When a student is absent for any of the above reasons, parents are required to contact the **School Nurse before 9:30AM each day at (631) 261-0865.** If a student is absent from school, this student may not participate in any after-school activities on the day(s) of absence(s). When a student returns to school after an absence, he/she must present a written note to the homeroom teacher indicating the reason for the absence. The date of the absence and the parent's signature. These notes are kept on file. If a student is absent five (5) or more days, he/she must present a doctor's note to the school nurse upon returning to school.

Attendance is taken at the beginning of each day, after lunch/recess, at the beginning of each scheduled class period when pupils move freely between classes, on field trips and at school activities.

Lateness/Tardiness: A student in Grades K through 8 is late if he/she does not enter the building by 8:15AM. Students should report to the nurse to record attendance. Students will be marked "late."

The School Nurse: is responsible for monitoring the attendance for all students. When there are attendance concerns, the school will inform the school administration.

Promoting regular attendance: In order to promote regular attendance, parents of students who are absent more than 10 times will be required to discuss this matter with school administration. If a student is absent from school or leaves due to illness, he/she may not attend an after-school function or activity on that day(s). An erratic or irregular attendance pattern puts a student in jeopardy of retention in the grade. This policy is included in the School Calendar/Handbook. Parents are required to sign a Handbook Agreement Statement each year.

RELEASING PUPILS:

Students are not permitted to leave the school building or grounds during school hours. A student will **ONLY** be released to a parent or persons authorized by the parents. Under **NO** circumstances shall a student be released to an unidentified person. Parents are to schedule all medical, dental, and other appointments after school hours. If an early dismissal is necessary, parents are to make this request **in writing** and must pick-up the student/students in the Main office and sign them out. No student will be dismissed from 1:45 - 2:40.

DIVORCED OR SEPARATED:

Parents must file a court-certified copy of the custody section of the divorce separation decree with the principal's office. The school will not be held responsible for failing to honor arrangements that have not been made known.

DOCTOR AND DENTIST APPOINTMENTS:

Please make these appointments outside of school hours unless there is an emergency. Children who are to be dismissed during school hours must be picked up in the Office and signed out by the parent.

ASSIGNMENTS, HOMEWORK, ABSENTEES:

Children are not permitted to interrupt classes during the day to obtain homework for absentees. All requests for books should be made before 9:00 A.M. and picked up by 3:00 P.M. When a student returns after a long absence (including family vacations), it is a **student and parent's responsibility** to complete missing assignments and tests by the date indicated by the teacher. **Assignments are available on each teacher's Sharp School Page.**

EMERGENCY SCHOOL CLOSING:

In the event that school is closed because of storms, heavy snowfalls, or any other emergency, this information will be broadcast on the following radio stations:

FIOS 1

Cable Channel 12

You will also receive a call through our SCHOOL MESSENGER system if your telephone numbers are currently on file in the school office system. In the event of a delayed opening, your child will be picked up by the school bus of your district. (For example, the district designates a 2 hour delay, then your child will be picked up 2 hours after the regularly scheduled pick-up)

MEDICATION:

Any child taking medication on a daily basis or after an illness must have a letter from the doctor stating the medication, dosage, time to be administered and reason. This information is placed in the child's health record file. The medication must be in the prescription bottle. Children are not permitted to carry any kind of medication around with them. All medication is kept and dispensed in the Health Office (prescription and non-prescription).

HEALTH SERVICES:

Physical examinations are mandatory in grades: Prek, Kindergarten, 1, 3, 5, 7 and upon admission to the school as a new student. They may be done by your own physician. However, if it is not done privately, it will be done by the school physician. All students must be in compliance with Immunization requirements to attend school.

BUS TRANSPORTATION:

Students who are bused are dismissed at 2:30 P.M. unless a bus is delayed. Transportation is a school district service. Please refer all questions and problems to your district Transportation Office Applications for Transportation must be in the District Office by April 1st of each school year. Insurance regulations dictate that students from one district may not ride a bus of another district. The school does NOT have the authority to grant this permission. Letters with this request cannot be honored.

*If a bus student is not taking the bus home on a particular day, a written note from the parent is necessary. The student will go out with the walkers by the students classroom door.

BUS CONDUCT:

Students are to observe the following regulations:

Be courteous, cooperative with the driver.

Observe the same conduct with one another as is expected on school property.

Do not use propane language or bulgar talk.

Do not eat or drink on the bus.

Keep the bus clean.

No student is permitted to ride any bus but that of his own district.

Stay in your seat at all times with the seat belt fastened; no leaning or calling out windows.

Sit in assigned seats.

In compliance with State regulations, 3 bus drills are conducted yearly. Students are expected to conduct themselves accordingly while riding buses to ensure their safety and the safety of others.

***STUDENTS MAY BE SUSPENDED FROM THE BUS DUE TO UNACCEPTABLE BEHAVIOR.**

WALKERS AND BICYCLE RIDERS:

Students who ride bicycles to school are required to walk their bicycles while they are on school grounds. This applies to the morning and to the afternoon dismissal. Bicycles are to be stored in the Bicycle Racks. Written permission from a parent/guardian is mandatory.

All walkers are dismissed at 2:45 P.M. Grades 4th-8th are dismissed from 5th Avenue classrooms. Nursery - 3rd grade dismissed from classrooms behind the rectory. New York State law Prohibits cars from passing when school buses are stopped in the street, parking lot, or school environs.

CAFETERIA/RECESS PROCEDURES

Recess/Lunch begins 11:20

changes 11:45

ends 12:10

Cafeteria Rules:

1. All students must bring their own lunches. They may be placed in their homeroom crates and placed on the stage. Milk will be provided as requested. Hot lunch is only once a week - Thursdays.
2. Students must stay seated at their assigned tables. No one is to switch seats.
3. If a child needs anything or has to go to the bathroom, he/she must raise their hand, be recognized by a teacher and given permission.
4. No shouting, yelling or playing with food is permitted during lunchtime.
5. Schoolwork, or playing with toys should be done while lunch is being eaten.
6. No classroom will be dismissed until their table is cleared.
7. Classes may leave the lunchroom once their homeroom teacher is present or they are dismissed by the teacher on duty.
8. Monitors (teacher, parents, students) should lead the class to their classroom/recess or lunchroom.

Hot Lunch Rules:

1. All students must first sit at their assigned tables, then grade by grade on a rotating schedule, they will get on line for hot lunch. First period lines up in the order they arrive. Kindergarten, 1st and 2nd grades first, then 3rd and 4th.
2. Students can purchase one snack, one ice cream, an entree and drink only.
3. The selling of ice cream and snacks will end at 11:40 and 12:05 respectively.
4. Students can buy ice cream only when the ice cream cart is by their table. Only one table at a time can purchase ice cream. If the cart has run out of ice cream, do not run to the next cart, wait your turn.
5. Those students who do not finish their lunches, can stay seated approximately 2 or 3 minutes longer until completion.

In-Classroom Lunch Rules:

1. Students must remain in their own classrooms.
2. Students may not leave their classroom without permission from a lunch monitor.
3. Students are not permitted to run, yell or shout in classrooms.
4. Students are to sit in their seats to eat their lunches quietly.
5. No students will be dismissed from their rooms until the floor and desks have all been cleared.
6. At this time, there will be no recess activities.
7. Students must stay in their classrooms until a lunch monitor comes to take them to lunch/recess. Students then must line-up in a single line, and walk close to the wall, quietly into the cafeteria or playground.

Outside Recess Rules:

1. Students exit their classrooms/lunchroom onto the playground.
2. Playground is broken-up into grade play areas. Students are to play within their designated play areas.
3. No leather or plastic balls or footballs. Soft rubber or foam balls only. No hard plastic frisbees.
4. No physical contact of any kind is permitted on school grounds including: wrestling and tackle or touch or any other forms of football.
5. No Student is allowed to leave the playground without permission from a lunch monitor.
6. Students are not allowed in the bushes or near the school building surrounding the perimeter of the playground.
7. No students are permitted to go over or under the fences to retrieve a ball.
8. No student is allowed to remain in the school building during recess period unless a teacher and/or administration requires a student to remain in the school building.
9. Students should not play near the fence by the Convent building.
10. Hats should be removed when entering the building.
11. When the bell rings, students will line up, single file to enter the building.

Inside Recess Rules: Classroom & Gym

1. Students must remain in their own classrooms. Classroom doors should remain open at all times.
2. Students may not leave their classroom without permission from a teacher on duty.
3. Students are not permitted to run, yell or shout in classrooms.
4. Students must follow directions of teachers on duty when recess in the gym.
5. Gym recess will follow daily themes.

*****REMINDER*****

Those students who do not follow proper lunchroom/recess procedures may be removed for the remainder of their lunch/recess period.

SUPERVISION:

Parents and teachers serve as monitors during this period, both in the cafeteria and the recreation area (outdoors in good weather, hallways and classrooms in inclement weather). This helps to insure a controlled atmosphere for the safety of the children.

BUILDING SECURITY:

To provide maximum security for the children, the following guidelines have been established:

1. All school buildings are entered by the front entrance only. All doors will be locked.
2. Please ring the bell and wait to be buzzed in.
3. Anyone entering the school building must do so through the main entrance, report to School Office and sign in and receive a visitor tag.
4. No parent or visitor is allowed to go to a classroom or be in the school halls without the permission of the School Office. Visitation time by a non-custodial parent is not permitted.
5. No one is to prop open doors for any reason.
6. No one is to knock on windows or back doors expecting students or teachers to open the door.

THESE RULES ARE FOR YOUR CHILD'S SAFETY AND PROTECTION.

PARKING:

Anyone coming to the school during the day must park in the school parking lot and enter through the main door. NO ONE IS PERMITTED TO PARK IN THE SCHOOL LOT DURING DISMISSAL. Parents should park along 5th Avenue when picking up walkers at 2:45.

MORNING ENTRANCE PROCEDURES:

School buses bring students to the main entrance of the school. In the spring and fall, students line-up outside at East Northport.

Parents who drive children are asked to drop-off students in the parking lot near the path outside the school building. Do not pull into the circle. This is for buses. We do not open until 7:50 A.M. Please do not drop-off before this time.

In inclement weather and during the winter, students are to go directly inside the building and wait outside their classrooms. Students are never permitted to leave school property without a parent or parental permission.

Students are never permitted to leave school property without a parent or parental permission.

DISMISSAL PROCEDURES:

The following procedures are strictly adhered to at dismissal to ensure safety of all children:

Walkers are dismissed from 5th Avenue classrooms and classrooms behind the rectory at 2:45 P.M. Parents are to leave immediately after dismissal. Once children are released to parents, supervision becomes a parent responsibility.

Bus Riders are dismissed at 2:30 P.M. from the gym when buses are called. All bus riders must leave the building from the gym or hall exit to the parking lot.

SCHOOL DISCIPLINE AND INTERNET POLICIES:

As members of a Christian Community, the students of Trinity Regional School are expected to conduct themselves in a manner which reflects reverence for God and courtesy for others, Christian principles and meets the standards of Christian behavior.

It is the responsibility of each student to think of other people and respect their rights and property. This includes all members of the school community - classmates, faculty, secretaries, nurse, priests, custodians, bus drivers, parents and all visitors.

The Administration and Faculty have the right to discipline students who, by their lack of responsibility or unacceptable behavior, infringe upon the rights of others in the school community.

When changing classes and walking through the halls, students are to maintain an atmosphere of quiet.

Only polite language and good manners are acceptable. Verbal harassment is never acceptable.

Students may not touch, hit, push, wrestle, fight, etc. with each other. When a problem occurs students should go to a teacher on duty or parent (lunch/recess) duty. This includes buses and any school-related activities.

All persons have a right to be treated with dignity. Any intimidating or disrespectful action word or gesture is harassment. Students should always tell a teacher as soon as possible. Any behavior which causes undue trouble, worry or discomfort and is unwelcomed by the students receiving it or witnessing it will not be tolerated. Exclusion of students will not be tolerated. Repeated actions regarding the dignity of a student may be considered bullying. Bullying is a form of harassment. Sexual harassment is illegal and violates state and federal law. Sexual harassment is defined as conduct containing sexual suggestion, physical contact, verbal conduct, threats, demands or retaliation, or similar actions that would be offensive to a reasonable person. Any student who thinks he or she has been the victim of sexual harassment in the school setting should report the conduct to a teacher, teacher's aide, nurse, assistant principal or principal. Issues of sexual nature will be reported to the Diocesan Office for the Protection of children.

Balloons are not permitted in school or on the school bus.

Students may not eat in school except during lunch time.

Students are not permitted to have radios, cell phones, Apple watches, ipods, pen-knives, matches, lighters, weapons or sharp objects, etc. or any implements or objects harmful to themselves or others.

This includes all school activities and field trips. The school reserves the right to collect cell phones during any events and return at the conclusion.

5th-8th Grade students will give cell phones to teachers each morning.

All students are expected to comply with school regulations regarding the dress code, school yard conduct, cafeteria conduct, bus conduct, gum chewing, absences, lateness and leaving school property.

All students are to come to school and leave school in complete uniform. Changing on an early dismissal day is not permitted.

Trinity's Internet and E-mail may only be used for research of school related topics which have been approved by a teacher. Any misuse of these will be subject to disciplinary action. We caution parents to monitor your child(ren)'s use of the Internet at home. Any outside activities using the setting will be subjected to disciplinary action. Students will sign an Acceptable Use Policy. If students bring their own technology (Nooks, Kindles, etc.) they must abide by the Bring Your Own Device Policy.

Drugs, alcohol, smoking, fighting, profanity, physical & verbal, graffiti, cheating, stealing, lying, etc. are prohibited at all times.

The student is a Trinity student at all times. Students who engage in conduct, whether inside or outside the school, that is detrimental to the reputation of the school, harmful to his/herself or other students, involved in criminal activity, may be disciplined school officials.

Education involves a relationship between the school and home/ When in the view of the school that relationship no longer exists or is viable, parents may be required to withdraw their children from the school.

The School Administration retains the right to have the final decision regarding how policy is carried out in the school. The School Administration is the final recourse and reserves the right to amend this handbook. Parents/guardians will be notified if changes are made.

BENCH & CONDUCT REFERRALS:

Bench and Conduct Referrals are given to students by a faculty member or administration/ Bench referrals are given to students who break school rules. Three (3) bench referrals equal to one (1) conduct referral.

Conduct Referrals are given to students who have exhibited a behavior which has shown a considerable lack of responsibility or respect, infringed upon the rights of others in the school community or has endangered the safety of the school community. These referrals must be signed by a parent/guardian and returned the next day.

Three conduct referrals will constitute an in-school suspension. A parent will receive a telephone call or letter when this occurs. Four conduct referrals will constitute suspension from school. A parent/guardian will be required to meet with the administration before a student returns to school. The status of the student will be considered upon return from suspension. IF a student is suspended more than once, he/she will not be allowed to return to Trinity Regional School.

DRUG AND ALCOHOL POLICY:

Any student's use, possession or distribution of drugs or alcohol at school or school-sponsored events is unacceptable behavior which shows a lack of responsibility and an infringement upon the rights of others in the school community. Parents/ Guardians and law enforcement officials will be called immediately for any student found to be using, possessing or distributing drugs or alcohol. Students will be subject to disciplinary action which may include suspension or expulsion. In this area, as in any other discipline issue, the principal and school administration have the right to take the necessary actions to protect the school community.

HOMEWORK:

In our effort to provide quality education that will meet the needs of each student, it is the policy of the school to assign some directed homework beyond the regular school day/ Homework is a necessary part of the school program and an aid in learning.

It is assigned to help the students become more self-reliant and responsible by working independently to improve the skills that have been taught and to complete worthwhile books, projects.

When no written homework is assigned, the students are expected to spend time reading and studying.

Homework is given on a daily basis. The amount and type of homework varies by grade level and each teacher will define expectations and Parent Orientation in September. Parents asked to provide a place and time for students to do their homework. Parents are facilitators of the process. Homework should be done at home/ It should be neat and orderly. Parents are not expected to do homework. This is the responsibility of the student.

When a student is absent, it is his/her responsibility to complete all required assignments. If a parent wishes to pick-up books, please call the office early in the day to make this request. Books should be picked up at the Main Office by 3:00 P.M. Children who want to pick-up books from another classroom should notify the teacher early in the morning and pick-up work at the end of the day. Assignments are available on each teacher's Sharp School Page.

TEXTBOOKS:

Textbooks are provided to the students free of charge by their school districts. Parents must pick-up and return books to the designated location. Our school office can direct you to the appropriate location.

It is required that all textbooks and workbooks be covered at all times. Parents and students are held accountable for the use of textbooks and must reimburse the school district for lost or damaged books. This also applies to school library books.

TESTING:

The Testing and Assessment are integral parts of the teaching/learning process. Trinity Regional School follows Diocesan Testing Program, and also fulfills all N.Y. State Testing Requirements:

Kindergarten:

Orientation/Screening/Testing

Gr. 4:

N.Y. State English Language Arts, Math & Science Tests

Gr. 6:

N.Y. State English Language Arts and Math Tests

Gr. 8:

Living Environment Regents, Algebra Regents

PROGRESS REPORTS/ASSESSMENT (REPORT) CARDS AND GRADING:

Progress Reports are given out a few weeks before Report cards each trimester. Progress Reports are to be signed by parents and returned to the homeroom teacher.

Report Cards are given out in December, March and June. In December, Report Cards are picked up by parents and a conference is held with the teacher. In March, Report Cards are sent home. Parents or teachers may request a Parent/Teacher conference. (See Calendar for dates). Report Cards are sent home with the students in June.

Parents will receive a copy of the grading format from teachers at the Parent Orientation in September. The format is based on the grading system of the Diocese of Rockville Center and New York State.

Tests are sent home every Wednesday for parent review and signature. The tests are to be returned the next day, Thursday. Parents may also view grades on the Parent Portal of Powerschool.

PARENT-TEACHER CONFERENCE:

To discuss any problems concerning a student, the parent should consult with the teacher. Appointments with teachers must be held outside of class time. Please do not come to Trinity to see a teacher without an appointment.

Parent/teacher conferences are held at the end of the first and second trimester, and whenever necessary. If a parent has a question or concern at any time throughout the school year, the parent should call or write the teacher to request a conference.

Teacher email: Teachers will respond to an e-mail within 48 hours. Any e-mail received after Friday morning or during a vacation will be answered on Monday afternoon or after the vacation.

Any parent wishing to speak with the principal or assistant principal may call for an appointment so that sufficient time may be set aside for the conference.

PROMOTION/RETENTIONS/SUMMER SCHOOL:

Trinity Regional School policy states that a student who fails one or two of the major subjects must seek remediation during the summer and show successful completion. This can be done through the public school district summer school program or be a private tutor. This is a prerequisite for admission to the next grade level.

Any student who has failed more than two major subjects must be retained. A student who has demonstrated a weakness in major subject area(s) may be required to attend a Summer School Remediation Program. This can be a combination of a recognized summer school program, tutoring by a certified teacher when the subject is not offered by the public school district or any course of study or program suggested by the school.

State Requirement for Private Tutoring:

State Certified Teacher

30 hours for one subject

20 hours each for two or more subjects

Proof of tutoring remediation must be submitted by August 25th to School Principal

Students will be tested for readmission to school in September.

Students not completing their work satisfactorily in any area must realize that they bear the responsibility of making up their work. We realize that the above requirement may cause some inconvenience for those making summer plans, but we see setting and maintaining academic standards as a priority.

SCHOOL UNIFORM

Flynn O'Hara Uniform Company
<https://flynohara.com/shop/trinity-regional-school-ny537>

131 Sunnyside Blvd.-Suite 104
Plainview, NY 11803
516-221-3006

***NO EARRINGS ARE PERMITTED FOR BOYS**

***APPROPRIATE HAIRCUTS-NO LONGER THAN COLLAR AND EAR LENGTH, NOT A MOHAWK, NO TAILS, NOT FADDISH, NO EXTENSIONS (BOYS & GIRLS)**

***ONLY UNIFORM SWEATERS ARE PERMITTED (OCTOBER 1ST THROUGH MAY 15TH)**

***HAIR SHOULD NOT BE DYED, COLORED OR BLEACHED (BOYS AND GIRLS)**

***STUDENTS COMPETING IN DANCING, GYMNASTICS OR SIMILAR ACTIVITIES SHOULD NOT COME TO SCHOOL WITH THEIR HAIR IN ROLLERS OR SIMILAR HAIR STYLING ACCESSORIES.**

GRADES K-4 - GIRLS

Gray Plaid Jumper
White Peter Pan Blouse
Red Criss Cross Tie
Red Cardigan Sweater
White or Gray Knee Socks
White or Flesh tights
Sept./Oct. & May/June
Khaki Skort

GRADES 5-8 - GIRLS

Gray Plaid Pleated Skirt or Kilt
White Oxford Shirt
5 and 6 - Solid Red Cardigan
7 and 8 Red Varsity Sweater
White or Gray knee socks, flesh
tights, or flesh or black nylons
Sept./Oct. & May/June
Uniform Golf Shirt - Khaki Skort

GRADES K-5 -

Charcoal Gray Slacks
(Dress)
White Dress Shirt
Red cardigan Sweater
Navy Blue tie
Socks
Sept. & May/June
Khaki Shorts

BOYS GRADES 6-8 - BOYS

Charcoal Gray Slacks (Dress)
White Oxford Shirt
5 and 6 - Solid Red Sweater
Navy Blue Tie, Socks
7 and 8 Red Varsity Sweater
Blue Stripe Tie, Socks
Sept. & May/June
Black Belt - Khaki Pants

Jackets and sweatshirts, etc. may only have the name of a school or sports team. Sweatshirts may be worn to and from school and at outside lunch recess.

School Sweatshirts are not a replacement for the school sweater.

To view and order the school uniform by grade and gender visit the Flynn O'hara Uniforms website

NO makeup (boys and girls) of any kind (including nail polish) is worn during school hours. 7th & 8th grade girls may wear clear, white or pale pink nail polish.

Artificial nails are not permitted. Girls' hair should be neatly groomed - no "faddish" hair" styles. Girls may wear one pair of small earrings and no more than two (2) bracelets. Girls may only wear solid-colored headbands, triangle scarfs are not permitted.

Girls in Grades 5-8 must have their blouses tucked into skirts at all times. Skirts may not be shorter than two (2) inches above the knee.

Boys in Grades K-8 must have their shirts tucked into pants at all times.

SHOES:

A sensible loafer or tie shoe for boys must be worn. Boy's shoes can be black. Girls' shoes should be flat and closed (no clogs or sandals) and can be black, brown, navy or gray. Shoes must be a loafer, tie shoe or shoe with a buckle (Mary Jane type). Ballet flats, boat shoes, work shoes and sneakers (boys and girls) are not permissible.

Sneakers may be carried to and from school for gym purposes only.

Students are never permitted to write on, tear, or destroy school or gym uniforms.

Students are to look neat and presentable at all times. No part of the uniform may be decorated or accessorized. Skirts may not be rolled.

Students are to come to school and leave school in complete uniform.

Students out of uniform (school or gym) will receive a uniform referral. Continued violation will result in disciplinary measures.

GYM UNIFORM: https://www.comanycasuals.com/TrinityRegional_Gym/start.jsp

GRADES K-8: all boys and girls are required to wear the uniform sport suit on gym days; Summer gym uniform: Sept. May/June.

Sneakers should be laced and tied. Velcro is fine. No slip-on sneakers.

To prevent injury, jewelry is not allowed to be worn during gym class. The exception is small post-earrings. Rings, necklaces, watches, etc., tend to get lost and broken. They should not be brought to the gym. Children are responsible for the care of any jewelry brought to the gym.

PHYSICAL EDUCATION:

Physical Education is an important part of the training of our children. Students are encouraged to develop skill, coordination, good sportsmanship and a keen sense of humor and fair play.

If a child needs to be excused from the gym for any reason, the parent must write a note to excuse him/her - FOR ONE WEEK ONLY! If the period of time is longer than one week, a doctor's note is required, and also required for placement back into the gym program.

INSURANCE:

School insurance is mandatory.

SCHOOL PSYCHOLOGIST:

Psychological services for testing of learning needs are available upon request.

Counselors may see a student for up to three times without parent notification and consent. After the third visit, parents will be notified. After the third visit, parents will be notified. If serious concerns exist, parents will be notified promptly whenever the concerns arise.

ACTIVITIES:

A variety of activities are offered at Trinity Regional School which enrich the curriculum and expand opportunities for our students. Some of these activities include: numerous field trips, Liturgies, Spirit Days, Service opportunities, Trinity Leadership Corps, Band, Yearbook, Drama, Concerts, Trinity Times school newspaper, Social Awareness Projects, 1st and 8th grade Buddy System, Science Fair, sTEM Clubs, Intramurals, Junior Cantors and Choral Groups. Students must be present in school in order to participate in a sport or other activity on a given day. Trinity Regional School participates in the Catholic Middle School Athletic Association. This organization offers sports for grades 6, 7, and 8. Schools compete in the areas of Track and Field, Soccer, Basketball, Baseball, Bowling, and Volleyball. For this as well as all activities students should be in good academic standing and have no discipline issues.

PARENT RESPONSIBILITY:

It is very important that parents convey to the child the importance of a good education. Parents are the primary educators of their children. We appreciate parental support of administration and faculty in: academic matters, adherence to school policies, spiritual formation, and disciplinary procedures.

PHOTOGRAPHS:

Throughout the year, the school photographs classroom activities and school events. These photos are often sent to local newspapers/media or may be posted on our website. If you do not want your child's photo to be included, please place your request in writing before the beginning of the school year or indicate this on the Handbook Agreement Statement which is signed by parents at the beginning of each school year. Parents are reminded to be prudent about pictures which are posted on social media pages. Please recognize that some parents do not want their children's photo used this way. Faculty, staff, administration and school events are included in this.

SPIRIT DAYS:

Throughout the year we have a "Spirit Day". On this day, a specific class is responsible to present to the student body, faculty and parents a play or production. The themes are often seasonal or curricular. At the Spirit Day Assembly, awards are presented to students who have attained them throughout the month. Siblings are not permitted to leave early with those participating in a Spirit Day.

DRESS DOWN DAYS:

Throughout the year the school has "Dress Down Days". Students may wear clothes other than their uniforms for a nominal fee. The money collected from this goes to a worthy cause and is part of our Social Awareness Program. Students are required to abide by the regulations set forth for these days regarding dress code for Dress Down Days. No shorts, sleeveless tops, sandals, etc. Shoes or sneakers must be worn.

FIELD TRIPS:

Field trips provide an opportunity for students to enjoy rich experiences of a cultural and social nature. The written permission of parents is necessary before students are permitted to go on a trip. Participation in a field trip is a privilege not a right. Where disciplinary matters are involved, students may be denied the opportunity to attend a particular outing at the teacher's or principal's discretion. Parents of students with medical issues will be required to chaperone field trips.

STATIONARY/SUPPLIES:

Students are expected to purchase their own supplies outside of school (assignment pads, theme tablets, pens, pencil cases, notebooks, etc.) Art supplies of a general nature are provided by the school: special materials may be required of the students to supplement activities. At the end of the year, next year's teachers give students a general idea of what is expected in stationary needs.

STUDENT RECORDS:

A cumulative record maintained for each pupil from entrance into school through the eight grade. All material is kept in a folder and treated as confidential. Items included in the folder are: yearly report cards, IOWA scores (grades 2-8), COGAT scores (grades 1, 4, 7), New York State Testing scores (grades 4, 6), registration forms, birth and baptismal certificates and parish registration form. No records are released to anyone or any school without permission signed by the parent or guardian of the student.

TRANSFERS:

Transfer should be requested as soon as possible in anticipation of a change. To obtain a transfer, parents/guardians must sign a release of records form at the School Office. All financial arrangements must be up to date before records are transferred to another school.

SCHOOL BOARD:

The Regional School Board is made up of pastors of each of the parishes sponsoring the regional school, one lay representative from each of the parishes and the administration. The function of the Regional Board is to act as governing body in the areas of finances, budgets, mortgages, and property leases.

HOME-SCHOOL ASSOCIATION:

The purpose of the HSA is to foster interaction among members of the school community. Activities are of a social, spiritual, educational and fundraising nature. A major activity of the HSA is to raise funds for the benefit of Trinity Regional School.

SCHOOL SAFETY PLANS:

In order to provide for preparation in the event of a building emergency, the school conducts safety drills throughout the school year. Fire drills, evacuation drills, lockdowns, etc. are all part of the school safety plan. If a real emergency were to occur, students, faculty, and staff are prepared to react appropriately. Parents will be notified through the SCHOOL MESSENGER system.

PARENTAL CUSTODY/GUARDIANSHIP:

In the case of custody questions, the school asks all divorced parents to furnish the school with a court-certified copy of the custody section of the divorce decree. Never married or separated parents should also have custody documents on file. In the event that these documents are not provided to the school, the school will provide the non-custodial parent with access to academic records and other school information regarding his/her child. If there is a court order specifying that there is to be no information given, it is the custodial parent's responsibility to provide the school with a court certified copy of the court order.

CLASS PARENTS:

Class Parents are the liaison between the classroom and parents of students in a particular class. Class Parents may be asked by the parent organization to assist in running parent organization activities. Class Parents will collect \$15 each year from each student. This will go toward the teacher's gift at Christmas and the end of the year and class parties. Class parents must be Background Checked and Virtus trained.

STEWARDSHIP:

Parents are encouraged to share their time and talent by becoming involved in their parish, our school, or the community. Families should attend Mass on a weekly basis and use donation envelopes each week.

BACKGROUND SCREENING AND VIRTUS TRAINING:

The Diocese of Rockville Centre requires that all parent volunteers participate in this for the protection of all children. Parents who do not meet this requirement cannot volunteer in any capacity.

CATHOLIC SCHOOL IN DIOCESE OF ROCKVILLE CENTRE:

Trinity Regional School is operated in full accord with the teachings of the Roman Catholic Church (the "Church"), subject first and foremost and at all times to the Church's moral, ethical, canonical and religious precepts as interpreted by the executive pastor, subject to the Diocesan Bishop of the Roman Catholic Diocese of Rockville Centre (the "Diocesan Bishop") and applied by the school administration. The Diocesan Bishop is the final arbiter of the interpretation and application of such precepts to all aspects of school life. The precepts shall be the guiding principles and law upon which the entire life of the school shall be understood.

Trinity Regional School ("the School") admits students of any and all races and affords all students, regardless of race, all rights, privileges, and opportunities to participate in all programs and activities generally afforded and made available to students at the School. The School does not discriminate on the basis of race in the administration of its education policies, scholarship and loan programs, and athletic and other School-administered programs.

TRANSGENDERISM: SCHOOL GUIDELINES FOR GENDER IDENTITY:

Rationale:

At the heart of a Catholic school's unique educational charism is integral formation of the whole human person. The Church instructs us:

Since true education must strive for complete formation of the human person that looks to his or her final end as well as to the common good of societies, children and youth are to be nurtured in such a way that they are able to develop their physical, moral, and intellectual talents harmoniously, acquire a more perfect sense of responsibility and right use of freedom, and are formed to participate actively in social life.¹

Because a child's formation includes the integrity of body, spirit, and moral development, Catholic schools have a proper concern for each student's behavior and development in the complex area of human sexuality. As a Catholic institution, we believe that human bodies are gifts from God and temples of the Holy Spirit.² All men and women are called to a life of chastity appropriate to their vocation as single, married, or consecrated religious. The Church defines chastity as "the successful integration of sexuality within the person and thus the inner unity of man in his bodily and spiritual being."³

All members of the school community are expected to strive to live a life of virtue guided by the teachings of the Catholic Church in accord with God's plan for us in all aspects of their lives. Our school's pastoral and policy practices are written in fidelity to the moral guidance and teachings of the Catholic Church in all areas that touch on human life and dignity. Our school establishes an environment of encouragement, mercy, healing, and love to accompany its members as we journey on the path toward holiness.

As such, the proper understanding of human sexuality requires personal integrity and full integration of body and soul as created male and female by God. According to the Church, "the chaste person maintains the integrity of the powers of life and love placed in him. This integrity ensures the unity of the person; it is opposed to any behavior that would impair it."⁴

Guidelines

1. Behaviors that are contradictory to Catholic morality and the expectations of our school includes expressing a gender that is discordant with one's biological sex. Our school will interact with students, faculty, and staff according to their biological sex as based upon physical differences at birth. A member of the school community who wishes to express a gender other than his or her biological sex is understood as operating outside of the "reality deeply inscribed" within."⁵ Assisting the person in his or her disconnect with this reality, however sincerely experienced, by agreeing to participate in any efforts to change natural gender expression is contrary to the pursuit of truth. Authentic love, a gift of the self for the good of the other, requires that we compassionately dwell in the truth and assist those we love to do the same.

Our school recognizes that occasionally there may be instances where young people experience dissonance between their biological sex and the roles and norms advocated by society.⁶ Some young people might feel drawn to dress, act, and even manipulate their physical bodies in ways contrary to God's plan. Our school advocates that young people, working with their parents, bring these types of issues to their pastor as well as to other trained professionals who might best assist them in clarifying and defining issues of self (and

¹ Liberia Editrice Vaticana, Code of Canon Law Canon 795

² Cor 6:19

³ Catechism of the Catholic Church #2337

⁴ *ibid*

⁵ Letter to Bishops of the Catholic Church on the Collaboration of Men and Women in the Church and the World, #8.

⁶ Pontifical Council for the Family, Family, Marriage and 'De Facto' Unions, 2000, #8.

sexual) identity in accord with Catholic teaching and God's natural plan. Schools' pastoral and counseling services are available to all members of the schools' communities. All school administrators,

faculty, staff, counselors, and volunteers will, as ministers of the Church, pastorally and appropriately represent the teachings of the Catholic Church in conformity with the Catechism of the Catholic Church and the Code of Canon Law as interpreted by the Diocesan Bishop.

2. A Pastoral Response

We encourage a pastoral approach that seeks to find a balance between recognizing the person and staying true to the mission of the Church. This calls us to learn how to communicate with parents, students, and the public in a way that is respectful while at the same time being clear about our teachings about human sexuality, creation, and the human person. Therefore:

- Our schools will identify where reasonable accommodations can or should be made as well as where they cannot for non-conforming persons.
- Our school acknowledges the need to address both the Church's embrace of those who struggle with gender dysphoria and same-sex attraction while at the same time articulating ever more clearly a Christian anthropology of the human person. Our institution should be a place where people are "accompanied" in difficult situations while being led to live their lives in complete union with Christ.

3. Conclusion

Our school recognizes the inherent value and dignity of all members of the human family and value equal opportunity for all members of all races, cultures, and ethnicities.

While our school prohibits discrimination on the basis of race, color, national origin, sex, age, disability, or status as a veteran or disabled veteran, we reserve the rights and protections granted in the areas of admissions and employment practices by applicable laws and constitutional provisions to act in furtherance of its religious objectives.

TUITION REGISTRATION AND FEE SCHEDULE

Collected through FACTS Tuition Mgt. Co.

2021-2022 SCHOOL YEAR

REGISTRATION AND COMMITMENT FEE-NON-REFUNDABLE \$200.00 PER CHILD

NURSERY

PARTICIPATING

NON PARTICIPATING

2 sessions per week - Half Day T/TH	\$1750	\$2400
2 sessions per week - Full Day T/TH	\$2650	\$3300
3 sessions per week Half Day M/W/F	\$3500	\$4250
3 sessions per week Full Day M/W/F	\$4900	\$5650
5 sessions per week Half Day M-F	\$4300	\$5050
5 sessions per week Full Day M-F	\$6550	\$7350

Pre Kindergarten Monday through Friday

5 sessions per week Half Day	\$4300	\$5050
5 sessions per week Full Day	\$6650	\$7350

Family Plan - Grades Kindergarten through 8:

<u>Number of Students</u>	<u>Participating</u>	<u>Non Participating</u>
1 student	\$5300	\$7500
2 students	\$8800	\$11,000
3 students	\$11,200	\$14,500
4 students	\$13,100	\$15,500

Non-Catholic - Rates per child \$9180

***Technology Fee \$100.00 per student will be collected in SEPTEMBER**

Participating families is a contributing member of one of our six parishes (St. Anthony of Padua, St. Francis, Our Lady Queenof Martyrs, St. Hugh of Lincoln, St. Elizabeth and St. Philip Neri)

****Reminder, tuition is an ANNUAL FEE that may be paid monthly through FACTS, our tuition management company.**

TRINITY REGIONAL SCHOOL
1025 Fifth Avenue, East Northport, NY 11731
Website: trinityregional.org

SCHOOL OFFICE

(631) 261 - 5130

NURSE

(631) 261 - 0865

DAILY SCHEDULE

8:10	Arrival of students
8:15	Line up and proceed to homeroom
8:20	Prayers/Pledge
1	8:25 - 9:05
2	9:10 - 9:50
3	9:55 - 10:35
4	10:40 - 11:20
5	11:20 - 12:15 Lunch
6	12:15 - 12:55
7	1:00 - 1:40
8	1:45 - 2:20

EARLY DISMISSAL

Is 11:30 A.M. for K - 8
 12 Noon for N & PreK

Consult calendar for early dismissal days.

NOTE: Students should arrive no earlier than 7:50 A.M.
 All students must be picked-up at scheduled dismissal times.

FLYNN O'HARA UNIFORM
(516) 221-3006

BUS TRANSPORTATION OFFICE NUMBERS

Northport-East Northport	262-6865	Kings Park	269-3262	Brentwood	434-2493
Commack	912-2020	Smithtown	361-2672	Huntington	673-2032
Elwood	266-5435	Hauppauge	265-3630	Greenlawn (Harborfields).....	754-5330
South Huntington.....	812-3088	Dix Hills (Half Hollow Hills)	592-3855	Wyandanch	491-1058
Deer Park	274-4000				

EMERGENCY SCHOOL CLOSING:

FIOS 1

CABLE CHANNEL 12