

## **MISSION STATEMENT FOR LONG BEACH CATHOLIC REGIONAL SCHOOL**

*We, at Long Beach Catholic Regional School (LBCRS), consider education to be an ongoing enlightening process. Through a unified effort with parents, who are the primary teachers, it is our aim to provide a safe and loving atmosphere where the whole child can develop spiritually, educationally, physically, emotionally and socially. At LBCRS, we strive to create and enrich experiences so that students may be empowered to understand, judge, and make decisions in light of Christian values.*

## **ADMISSION STANDARDS**

Long Beach Catholic 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 parish 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. These precepts shall be the guiding principles and law upon which the entire life of the school shall be understood.

In conjunction with the policies of the Diocese of Rockville Centre, Long Beach Catholic Regional School admits children of any race whose parents/guardians, as the primary educators, exercise their right to have them attend LBCRS. Priority for admittance is extended to Catholic children who have siblings

in our school and/or children whose parents are contributing parishioners of one of the supporting parishes.

## *Termination of the Educational Relationship Due to Parent and/or Legal Guardian Behavior:*

The educational relationship between the school and a student is also an educational relationship with a student’s parent and/or legal guardian. Where, in the discretion of the school, the behavior, attitude or conduct of a parent and/or legal guardian is of such an uncooperative, destructive, or disruptive nature that the ability of the school to manage the relationship with the student’s parent and/or legal guardian is significantly impaired, a parent and/or legal guardian may be required to withdraw his/her child or children from the school.

## **SCHOOL POLICY**

- **Academic** – Children admitted to LBCRS in any grade shall be capable of performing the tasks appropriate to the curriculum of that grade level. Capability will be judged by:
  - a review of scholastic records of the previous school, and
  - an interview with the Principal.
  - **Failure to disclose information regarding a child’s existing IEP is considered grounds for non-acceptance into Long Beach Catholic Regional School or forfeiture of services for the upcoming school year.**

- **Financial**
  - Tuition - Parents of students admitted to LBCRS should realize their obligation to underwrite the expense of the education by supporting the parish they belong to through their use of the envelope system. This system must be used to ensure that the student receives the in-parish tuition rate. Tuition is paid directly to the school through FACTS - an online service that collects all payments on a monthly basis. Any other financial arrangements need the approval of the Tuition Review Board which may be contacted through the school or finance office at 431-1690.
  - Fees - All re-registration fees are collected by May 1st. If payment is not made, then fees will be added to FACTS account for an additional payment in June.
  - Fundraising - Various fundraising activities are held during the year. Parents will be asked to donate time and talent to assist in the various aspects of these projects and activities.
  
- **Attendance Regulations** - In order to ensure academic success, each child must attend school on a consistent basis. In the event that a child is absent from school, parents are required to call the health office **before 9:30AM** (432- 8921). Parents may request homework if the student is out of school. Homework requests must

be made while calling the health office. **A written excuse from the parent/guardian is required when a student has been absent. A written doctor's note is required of a student whose absence is FIVE or more consecutive days.**

- If families take vacation during school time, children are expected to make up missed work upon their return to school. **Classwork may not be provided ahead of time.** Students are urged to keep a journal of their activities and to read in order to keep their skills sharp. Parents are requested to avoid making planned trips during testing weeks.
- Students will be dismissed only to designated individuals and will be called down to the office once the parent/guardian comes to school.
- The opening moments of a school day are very important and set the tone for the day. Coming to school late is an interruption for the child, his/her classmates, and the teacher. Any student not in homeroom by 8:05 AM is considered tardy. Tardiness is recorded on the student's Permanent Record. If a student acquires five latenesses in one trimester, parents will be contacted and a meeting will be required with both teacher and Administration.

## *School Hours*

### Full Day:

<b>Grades K – 8</b>	<b>8:05 AM to 2:30 PM</b>
<b>Pre-K</b>	<b>8:15 AM – 11:15 AM <i>or</i></b> <b>12:00 PM – 3:00 PM</b>
<b>Nursery:</b>	<b>8:30AM - 11:30 PM <i>or</i></b> <b>8:30AM - 2:00PM</b>

### Half Day:

<b>Grades K – 8</b>	<b>8:05 AM to 12 Noon</b>
<b>Pre-K</b>	<b>8:15 AM – 11:15 AM <i>or</i></b> <b>12:00 PM – 3:00 PM</b>

### **Emergency School Closings and Delayed Opening -**

Emergency closings and delayed openings will be announced on the school website: [www.lbcrs.org](http://www.lbcrs.org). Parents will also receive an email and phone call through our School Alert System. LBCRS closings and Delayed Openings are in alignment with the Long Beach School District.

## **SCHOOL STANDARDS**

### *SPIRITUAL DEVELOPMENT*

Religion is taught as a subject and is incorporated in every activity and every class throughout the school day. In basing our curricula and disciplinary code on Christian values, we

hope to instill in our children a love of God and learning, as well as a true spirit of loyalty to self, parents, country, and to the Church.

- **Faith Experiences** - In addition to daily prayer, the students attend regularly scheduled Prayer Services as well as monthly liturgies. Students in Grades 5-8 attend regularly scheduled Adoration services.
- **Sacramental Programs** - The Director of Religious Education of the student's home parish, will announce all parent meeting dates (as well as the actual dates) for the reception of the Sacraments of Penance, Eucharist, and Confirmation.
- **Service Projects** - Throughout the school year, students are provided opportunities to participate in a multitude of local, national, and global projects to respond to their Christian call to service.

### *ACADEMIC DEVELOPMENT*

- **Assessment Cards** - Student Assessment Cards will be distributed to parents three times a year. Parent-teacher conferences are scheduled at the end of the first and second trimesters (December and March). Additional conferences may be arranged whenever necessary.
  - Use of PowerSchool enables parents to monitor their child's/children's work online. Interim reports are sent home during each trimester in Grades 4-8 for those students who are struggling

academically. Students in Pre-K have parent-teacher conferences and assessments.

- **Testing Program**

IOWA Test of Basic Skills: Grades 2-8

Cognitive Abilities Test: Grades 1, 4, and 7

New York State Testing: Grades 4 and 6

- **Homework** - Completing homework is an invaluable tool to ensure the academic success of each child. Therefore, the following guidelines are in place for grades 4-8, to encourage compliance with homework requirements. Since we are in partnership with the parents, we ask parents to be sure to check their child's homework and to stay in contact with the teacher.

- A student who fails to complete a homework assignment or fails to bring the assignment to class on the due date will be required to attend academic intervention during lunchtime. If homework is missed for a class after lunchtime, the student will be recorded as having received an academic intervention and the work MUST be handed in the next day.
- A student who accumulates three missed or incomplete homework assignments will receive a letter to be signed by his/her parents. If a student participates on an athletic team, he/she will be required to sit out for the next game.
- A student who accumulates five missed/incomplete homework assignments will

be required to serve an After School Detention. If a student participates on an athletic team, he/she will be required to sit out for the next 2 games.

- A student who accumulates ten or more missed/incomplete homework assignments, will be required, with his/her parents, to meet with the Principal and teacher to determine a course of action.
- Academic Intervention - Students will be given a clean slate for each new trimester (Grades 4 - 8).
- **Missed Tests** - Students in Middle School will be required to make up any missed test either before or after school and will make arrangements with the teacher accordingly.
- **Retention** - Retaining a student is a serious matter and must be mutually agreed upon by parents, teachers, and administrators.
- **Graduation** - Students in eighth grade who receive a Grade of 1 in 2 major academic subjects will not be allowed to graduate in June. The diploma will be granted upon successful completion of a summer school program.
- **National Junior Honor Society** - Long Beach Catholic Regional School is a charter member of the National Junior Honor Society. Membership is open to students in Grades 7 and 8.

- Students considered for nomination to the National Junior Honor Society *must* demonstrate outstanding performance in five areas:
  1. Scholarship
  2. Leadership
  3. Service
  4. Citizenship
  5. Character
- All requirements must be *consistently* maintained or a student's membership will be rescinded.
- **Field Trips** - Class trips, which are both educational and enjoyable, are planned at the discretion of the teachers with the approval of the administration. They are a means of enriching the curriculum. Written consent of the parent is required. Field trips are NOT OPTIONAL. All children (unless they have not earned the privilege of the trip because of behavior) are obligated to attend. Any parent chaperones accompanying the class on a trip must have completed VIRTUS training.

### **BEHAVIORAL EXPECTATION**

**Discipline** - the underlying framework around which all other aspects of education are structured. The ultimate goal of learning is self-discipline and self-direction. Good discipline begins with early training in the home and extends to the school and community. At LBCRS, discipline is based on the

two great commandments: love of God and love of neighbor. Therefore, our discipline policy is geared toward assisting each student in understanding his/her Christian responsibilities to God and others.

Each morning, the entire school community recites the PRIDE pledge which reinforces our commitment to value and care for one another. PRIDE is an acronym for Perseverance, Respect, Integrity, Discipline, and Effort. These values are an integral part of our school's foundation.

Mutual cooperation between home and school must exist if discipline is to be maintained. To help maintain this Christian atmosphere, LBCRS has a Discipline System.

Every child is molded in God's image and should be treated with kindness and respect. Therefore, each student is required to support and cooperate with the following tenets:

- follow guidelines and procedures as directed by any teacher or an adult in a supervisory position in classrooms or during lunch time/recess.
- demonstrate courtesy, such as good manners and respectful language, to everyone at all times,
- respect school property and the property of others,
- practice self-discipline,
- practice fair play, especially during recess,
- maintain an atmosphere of quiet (as stated by teachers) in the halls and stairways, and
- adhere to the established dress code on all school days.
- appropriate behavior on the school bus.

**Discipline Program** - Lack of respect of these guidelines for students in Grades 4-8 will result in the issuance of a blue slip. Receipt of a blue slip will require that the student meet before the **PRIDE** Committee (small group of teachers) to discuss the issue prior to the end of the school day. Based on the severity of the incident, the PRIDE committee will determine the consequence to the student. Parents will be notified immediately if a 2nd blue slip is issued, unless it is determined by the committee and Administration that the first incident warrants parent being notified.

Receipt of **THREE** blue slips for students in Grades 4-8 will result in an after school detention with the Principal (after notification to parent/guardian).

Students in Grades K - 3 who show lack of respect of these guidelines will be given a blue slip and will be spoken to by their teacher, with a call home to the parent and Administration intervention if necessary. Receipt of **THREE** blue slips will result in an after school detention with the Principal (after notification to parent/guardian).

Major offenses by any student in Grades K - 8 may result in an immediate detention, and depending on severity, could result in a school suspension or expulsion. These offenses include but are not limited to:

- plagiarism, cheating or stealing,
- defiance or disrespect toward any person in authority during the school day including morning line up, lunchtime and dismissal,

- use of crude or abusive language/gestures toward anyone,
- use of a weapon or creating a weapon,
- defacing any school property, including bathrooms,
- any fighting or physical contact with another student, and
- forgery - using or attempting to use a note or other document containing a forged or altered signature of any authorized adult.
- inappropriate behavior on the school bus (Grades 1-8) may result in suspension or loss of bus privileges.

If multiple (2 or more) detentions are served, the student may miss an upcoming school trip or activity.

Detentions have a direct impact on any student participating in the Athletic program, with the potential outcome of the student missing games or being removed from the team. If a student participates on an athletic team, and receives a blue slip for behavior, he/she will be required to sit out for the next game. **TWO** blue slips will result in an indefinite suspension from the team. (Refer to Athletic code of conduct for specific guidelines.)

- All blue slips (uniform or behavior) are tracked through the entire school year for grades 1 - 8.
- **Specific to 8<sup>th</sup> Graders** - while an 8<sup>th</sup> Grader may qualify academically to graduate and receive a diploma, if he/she is not in compliance with our Behavior Standards, it is left to the discretion of the

Administration, with the support of the Administering Pastor, to have the student withdrawn from some or all of the Graduation activities and ceremonies.

## **SAFETY STANDARDS**

### ***INTERNET SAFETY***

**Internet & Technology Use Policy** - *Internet use* includes communications originating in or outside of school by personal computer, laptop computer, iPad, cellular telephones, and other similar devices (including wireless communications). It is expected that students utilize the internet in ways that are faith-honoring, responsible, ethical and legal. Any such communications that perceive to threaten, harass, discriminate or defame other students or school personnel, violate school rules, or disrupt the educational process promoted by the school are unacceptable and could be grounds for suspension. Examples of unacceptable uses of the Internet are as follows:

- any electronic image of a student, school personnel or buildings identifying the school through location, clothing, or signage not consistent with the rules or ideals of the school,
- posting or disseminating written material, graphics, photographs or other representations which communicate, depict, promote or encourage:
  - any exam or exam answer,
  - use of any illegal or controlled substance, including alcoholic beverages,

- violence or threats of violence, intimidation or injury to property or person, and
- lewd, offensive, sexually suggestive or other inappropriate behavior on web-based networking service, web pages, websites, cellular phone network, e-mail communications, text messages, internet based instant communication, or attachments.

*Technology use* includes devices located in the Computer Lab, Classroom Computers/Laptops, iPads, and Chromebooks (for select grades). Students are expected to use these devices under the guidance of school personnel following all rules and expectations as outlined by the school and the individual teacher at the time of use. Students and parents will be expected to sign more specific technology agreements at the start of the school year and/or whenever a student will be using a technological device regularly (i.e. Chromebooks).

Examples of unacceptable use of technology are as follows, but not limited to:

- altering any of the settings on the device (backgrounds, text size, screensavers, etc.) unless given permission/requested to do so,
- downloading (even attempting to) apps/programs without permission/request to do so,
- use of built-in cameras unless specifically requested to do so for educational purposes, and
- physically damaging the device through handling carelessly or purposely.

Any student (Grades K-8) found to be inappropriately using technological devices belonging to the school, will receive consequences as follows:

- The first offense will result in a verbal warning to the student.
- A second offense will result in a blue slip and a written warning to the student and parent that must be signed and returned to the school prior to the child being permitted to use technological devices once more.
- A third offense will result in the student losing technology privileges with no exceptions for a period of time (minimum of 2 weeks) to be determined by the Administration.

**Social Networking** - Student behavior is expected to conform to values consistent with the Catholic faith, both inside and outside the school setting, relating to the use of and participation in social networking.

- Any technology use or use of social networking sites to display any wording or images of any students engaged in any activity which, in the sole discretion of the school administration, is inappropriate, crude, vulgar, or a violation of values consistent with the Catholic faith, or is illegal in any respect, will be subject to disciplinary action, including without limitation, suspension, expulsion and/or legal action.
- Any technology use by any student, in school or at home, which includes viewing or distributing any images, wording, messages or material which are, in the

sole discretion of the school administration, seen as obscene, harassing, racist, inflammatory, malicious, fraudulent or libelous will be subject to disciplinary action, including without limitation, suspension, expulsion and/or legal action.

### **BUILDING SAFETY**

For the safety of each child, the school doors will remain locked for the entire school day. Any person entering the building will be required to sign the designated book and wear a badge that clearly identifies him/her as a guest in our school.

- Fire, bus, and emergency drills required by state law are routinely held. Students are expected to follow procedures for all drills.
- Students who travel to school by car should be dropped off on West Broadway so that they can either enter the schoolyard using the breezeway next to the church or through the main doors. Students are NOT permitted to be dropped off or picked up on W. Penn St. near the buses.
- Students who ride bicycles **MUST** wear helmets. All students should walk their bikes from the street to the bike racks and follow the same procedure when leaving school. All bikes must be locked. The school is not responsible for lost or stolen bicycles.



- **School Lockdown** - In the event of a lockdown, the school will follow a specific directive. During this time, no one will be permitted to enter or leave the building. Parents will be asked to respect the perimeter set by the police, if necessary. Parents will be kept informed of updates through the School Alert System and/or the school website.
- **School Lock Out** - An announcement will be made at school in the event of a lock out. Any students who are outside will immediately return to the school building. All exterior doors will be locked and classroom shades will be drawn. Only authorized personnel will be admitted to the building. Parents will be kept informed of updates through the school website and/or School Alert System.
- **Transportation Changes** - In consideration of the safety of the bus students being dismissed from school, parents are urged to avoid making changes in the student's dismissal procedures for any reason other than an emergency. Requests for passes that are made after 2 PM have no guarantee of being issued. Since many children do NOT have bus privileges, and several buses are overcrowded, temporary bus passes are not always possible to grant. Temporary bus passes can only be issued within a student's district.
  - Insurance regulations dictate that NO CHILD IS ALLOWED TO RIDE A BUS FROM ANOTHER DISTRICT. The school does not

have the authority to grant this permission. Letters with this request cannot be honored.

- **Students may be suspended from the bus after two Bus Conduct Referrals.**
- **Telephone/Cell Phone Use** - The Main Office phone is not ordinarily used by the students. Children are not permitted to call home for forgotten Chromebooks, gym uniforms, assignments, books, or instruments.
  - Any student bringing a cell phone to school must have a permission form signed by his/her parent/guardian on record with the homeroom teacher. If a cell phone is necessary due to after school activities, the phone MUST be turned OFF upon entering the school premise and while in school, including dismissal and After School Programs – NO EXCEPTIONS. Students MUST hand in their cell phone to their teacher as soon as they enter their classrooms (beginning at 8:05AM) for the duration of the day. **Failure to follow this policy will result in the phone being taken away and returned only to the student's parent/guardian.**
- **Visitors** - It is important to know who is in the school at all times. Since school doors are kept locked, visitors must enter through the main door and report to the Security officer who is at the front door. No one may go to the classroom without the permission of the Administration.

- **Volunteers** - The work of volunteers is an integral part of the school's programs. Volunteers are utilized in a variety of ways. ALL volunteers must complete a **VIRTUS** session, and all forms are confidential and kept on file. Dates for VIRTUS training are provided on a regular basis.

### **UNIFORM STANDARDS**

The uniform bears witness that one attends a Catholic school. All students must be in the proper uniform as outlined below. All students must wear the uniform purchased only through Ideal Uniform Company.

**Pre-K and Nursery** - Neat and appropriate clothing, sneakers on gym days.

#### **Girls Grade K-5**

Plaid jumper, light blue uniform blouse(Peter Pan collar), navy blue knee socks or tights, navy blue or black saddle or Mary Janes or black penny loafers. Navy blue cardigan may be worn. No other sweater or sweatshirt may be worn. Uniform pants may be worn from October 15<sup>th</sup> – March 31<sup>st</sup>.

#### **Girls Grade 6-8**

Plaid skirt, uniform pants, light blue oxford style blouse, navy blue knee socks or tights, and black penny loafers. Navy blue with white stripe – varsity sweater ONLY may be worn.

#### **Boys Grade K – 5**

Navy blue uniform slacks, light blue shirt, uniform plaid tie, navy blue or black socks and navy blue or black tie shoes or black penny loafers. Navy blue V-neck or cardigan school

sweater (no other sweater or sweatshirt may be worn) and navy blue or black belt. While shirts must be tucked in, uniform belts are optional for boys in Grades K - 2.

#### **Boys Grade 6-8**

Navy blue uniform slacks, light blue oxford style shirt, uniform solid blue tie, navy blue/black socks, black penny loafers, and navy blue or black belts. Navy blue with white stripe varsity sweater may be worn.

#### **Grade 8 Boys and Girls ONLY**

Boys in Grade 8 may wear any tie of their choosing and Girls in Grade 8 may wear any socks (both should be appropriate attire).

#### **Summer Uniform – Boys and Girls**

Navy blue uniform walking shorts and a white 3-button “golf” shirt (which boys may also wear with long blue uniform pants). White socks (visible above the ankle) may be worn with WHITE sneakers. *\*If boys opt to wear the golf shirt with slacks, then winter uniform shoes must be worn.*

#### **Gym Uniform – Boys and Girls Grades K-8**

LBCRS gym t-shirt and navy blue gym shorts only. WHITE sneakers and white socks required and sneakers must be tied at all times. During WINTER months, students are to wear navy blue sweatpants and sweatshirt (purchased from uniform company only).

#### **Hair and Jewelry**

**Boys:** Appropriate haircuts – eyebrows, ears and back of neck

must be visible and no dyed or colored hair. No fad haircuts (mohawks, shaved designs or shaved heads). Young men must be clean-shaven. Bandanas are not allowed. No earrings permitted. A thin chain with a cross or medal may be worn.

**Girls:** No dangling or large hoop earrings, bracelets, and only ONE pair of earrings may be worn. Bandanas are not allowed. No makeup, fake nails, dyed or colored hair. Nail polish should be appropriate with only light or neutral colors accepted. A thin chain with a cross or medal may be worn.

Fleece school jackets or school sweatshirts are NOT part of the school uniform and may not be worn in the classroom

In all cases, we rely on our parents to support us in these policies. The faculty and administration feel very strongly about how our students appear and present themselves. When our students come to school, we want them to look neat, clean, modest, and to show regard for conventional/conservative decencies in dress, style, and behavior.

If student is not in compliance, a notification will be sent home to the parents. After three reminders/notifications, the student will be required to serve an After School Detention.

**Dress Down Days**

<u>Students may wear:</u>	<u>Students may not wear</u>
Shorts no shorter than fingertip length or mid-thigh	Long Board Shorts or any shorts that look as if the student is going to the beach

Leggings, as long as the top worn is at least 12 inches from waistline	Sheer blouses or tops that are low cut or with low bare backs
Jeans/Khaki pants/LBCRS sweatpants, Capri pants	Pajama bottoms
Appropriate shoe attire	Flip-flops, sandals, open back shoes
T- shirts with sports teams	T-shirts with inappropriate writing
LBCRS uniform gym shorts	Tank tops or off the shoulder tops

***Non-compliance will result in student not participating in the next Dress Down Day. The Principal’s decision is final in matters involving uniform and appearance.***

**\*ALL THE ABOVE (HAIR, JEWELRY, MAKE-UP) APPLY TO ALL SCHOOL DAYS, REGARDLESS OF DRESS-UP OR DRESS DOWN DAYS.**

**EXTRA-CURRICULAR OPPORTUNITIES**

- 1. AFTER SCHOOL HOMEWORK HELP** - Homework completion is vital for students’ mastery of subject area content. To help support students, LBCRS will be offering after school homework help for students in grades K-8, in a supportive and supervised environment. The Homework Help program will be available Monday – Thursday, from 2:30 – 4:00. Enrollment is on a voluntary basis, however, in order to

maximize results of the program daily attendance is highly recommended each day. Additional details regarding cost and other relevant information is available at the beginning of the school year and on our school website under Parent Resources.

2. ***AFTER SCHOOL and BEFORE SCHOOL***

***PROGRAM*** - A Before and After School Program is provided for students (Pre K - Grade 8) of Long Beach Catholic Regional School. The school staff supervises these programs. Before-care is run on Monday – Friday from 7:00 AM until the opening bell and Aftercare hours are Monday - Thursday from 2:30PM – 5:30PM and on Friday from 2:30PM – 5:00PM. Additional information, such as cost is available at the beginning of school, throughout the school year, as well as on our school website under Parent Resources.

3. ***COUNSELING SERVICES*** - LBCRS provides a guidance counselor and guidance services.

4. ***LUNCH PROGRAM*** - Students will eat in the “lunchroom” during their assigned times, and will have a period of time allotted for recess. Children should always dress appropriately and anticipate going outdoors to play. In order to provide adequate supervision, paid lunch supervisors are employed. Parents and grandparents are welcome to participate in this valuable service.

- **My Food Days** is an online service that allows parents to order and pay for their child/children’s lunch. PLEASE GO TO: ***myfooddays.com*** to register your child/children and to place lunch orders. On the first of every month, the new menu will be posted for the following month. The 24<sup>th</sup> of each month is the deadline for ordering for the next month..
- Pizza will be offered every Monday. From Tuesday thru Friday there will be selections from different local restaurants. Orders **MUST** be placed and paid for online by the deadline. Exceptions cannot be made. These dates are posted on our online calendar.

5. ***SPORTS PROGRAM*** - Students who participate in these extracurricular programs are expected to comply with all school discipline policies and all academic responsibilities. The Athletic Code of Conduct will be distributed on Back to School Night or before if student is playing a Fall sport. LBCRS must have the student’s medical documentation, as stated by Athletic Director on file ***before*** any tryout.

- Eligibility Requirements for Athletic Teams - Students who are ineligible due to grades or effort may not attend practices or games. The Administration and Athletic Director will determine the number of games and/or practices that a student may not attend. The student will be re-evaluated by the Principal after a

two-week period, and if sufficient improvement has been made, the student may return to all practices and games. If sufficient improvement has not been made, then the suspension will continue until a time deemed appropriate by the Principal and Athletic Director.

## **DISTRICT SUPPORT**

- **Buses** - provided by the district in which the student resides.
- **Textbooks** - Textbooks are on loan from the district. Proper care of books should be taken and **ALL books must be covered and protected throughout the entire school year.** Parents are responsible for damaged or lost books.
- **Health Office** - Services of a registered nurse are provided 5 days a week by the Long Beach City School District.
  - **PHYSICAL EXAMINATIONS:** law requires a physical exam for all new students entering the school, those in **GRADES Pre K, Kindergarten, 1, 3, 5 and 7.** It should preferably be done by the family physician that knows your child and his/her history. Forms are given out to students in June and should be completed between then and September.
  - **SPORTS PHYSICALS:** Any student wishing to try out and participate on any competitive athletic team must have a Sports Physical Form completed and signed by a physician **PRIOR** to

the first day of Tryouts. These physicals are valid for 1 year.

- **IMMUNIZATIONS:** In accordance with NY State law, all students attending LBCRS must be immunized.
- **DENTAL EXAMINATIONS:** Dental examinations are recommended every six months, with the first exam at age three. Please complete the information on the bottom of the school physical exam form.
- **HEALTH SCREENING:** Students in grades K-8 are screened for vision, hearing, and scoliosis as per New York State Guidelines.
- **MEDICATIONS:** According to the Nurse Practice Act and State Education Law, the school nurse is not permitted to give medication, change dressings or treat injuries other than first aid. Any further medical care is the responsibility of the parent. Students are not allowed to carry medication in school. If your child must take medicine during school hours, the parent and family physician should sign a permission form, which can be obtained in the Health Office. An adult should transfer the medication to the school.
- **COMMUNICABLE DISEASES:** Parents must contact the Health Office if their child has a communicable disease. The school will advise parents of any school regulations, and

classmates will be given notices of possible exposure so preventative measures may be taken. A student who has a rash is excluded from school until the rash clears. The student will be permitted to return to school with a note from the doctor stating the diagnosis and that the rash is not contagious. Parents must not send their children to school with an upper respiratory infection.

- GYM EXCUSES: A parent's note is acceptable for one day only. A doctor's note is required for extended absence and also for return to activity.
- CASTS, BRACES, CRUTCHES: A doctor's note is required stating diagnosis, permission to attend school, participate in physical education, etc. Parents should contact the Health Office so the necessary arrangements can be made for their child's return to class without delay. Outdoor recess may be curtailed for the safety of the student.
- EMERGENCY CARDS: A new card MUST be completed every year. The information on both sides of this card is vital to ensure the children's safety in the event of an emergency. If there is a change in data, please notify the Nurse at 432-8921.
- STUDENT ACCIDENT INSURANCE: Forms are provided through the Insurance Company of North America (INA) and are required for all

children in Grades Pre K-8. The cost of this insurance is included in the annual school fee.

- **Special Education Services/Guidance and Psychological Services** - Students who are designated as needing special services by a Committee for Special Education receive instruction according to their Individual Education Plan (IEP). A full time employee of the Long Beach City School District within LBCRS building offers this instruction.
  - Speech services and Occupational services are provided by the Long Beach City School District to students who are deemed eligible. Services are provided within the school building.
  - Psycho-educational services are also provided to the students who reside within the local school district.

## **A SPECIAL NOTE OF GRATITUDE**

LBCRS, as a tri-parish school, relies on the spiritual, financial, and advisory support of the three parishes, the LBCRS School Board, and the LBCRS Parents' Club. We are grateful to them for their support.

## **THE SCHOOL BOARD**

- Purpose - The school board is a group of parents organized to develop, formulate, and recommend policies for LBCRS to the pastors and Principal. Policies may include, but are not limited to: curriculum, finance, equipment, enrichment activities, facilities, maintenance and repair, general school standards and dissemination of information. The Board promotes the implementation of policy, upon approval by the pastor. The implementation of policy is the responsibility of the pastors through the Principal. It is the Board's responsibility to evaluate the effectiveness of school policies.
- Participation - Membership on this board is limited to adults (21 or older) who are members of St. Ignatius Martyr, St. Mary of the Isle, or Our Lady of the Miraculous Medal.
  - The pastors, Principal, Development Director and president of the Parents' Club are ex-officio members.

- Representatives from each of the aforementioned parishes will serve on the School Board.
- Each member shall serve a term of 3 years and each is eligible for subsequent terms (to be determined by the pastors and Principal), not to exceed 2 terms.

## **LONG BEACH CATHOLIC REGIONAL SCHOOL PARENTS' CLUB**

The Parents' Club of LBCRS renders invaluable service and support to the maintenance and growth of the school. While the intention of this organization is to raise funds to help offset the ever-increasing costs of educating the children, this is not its exclusive function. The Parents' Club also:

- fosters a spirit of camaraderie amongst parents, providing all an opportunity to share their hopes, voice opinions and find support,
- coordinates with the school in providing quality education for the students through after school activities, and
- works collectively with all organizations officially connected with the parishes to further the school's interests and ideals.

## ADDENDUMS FOR THE 2020-2021 SCHOOL YEAR

- **Visitors** – Visitors will not be allowed in the classrooms and anyone who enters the building for any reason will have their temperature taken prior to entry.
- **Uniforms** – The wearing of Winter uniforms will be reevaluated prior to the transition time in October. However, the guidelines under “Hair and Jewelry” will be monitored and enforced.
- **Lunch Program** – The MyFoodDays lunch program is scheduled to begin in October, but more information will be made available as we determine our ability to provide this service safely. Students will be eating lunch in their classrooms and teachers will take them outside for some “recess” time each day.
- **Transportation** – Students are NOT permitted to ride on another bus even if it is within the same district.
- **After Care and Homework Help** – Both programs will be offered but not until the week of September 21<sup>st</sup>. There will be limitations as to the number of students allowed and details and protocols will be outlined for all families prior to either program beginning.
- **Sports Programs** – As of now, all sports programs are on hold and we will follow the guidelines as put together by our Catholic league.
- **Homework** – The completion of homework is an essential component to a student’s success. However

due to COVID, each grade level will be sending home modifications to our current method of keeping track of incomplete homework and/or quizzes and tests.

- **Discipline** – Any student who does not comply with the guidelines as presented will be issued a blue slip. However, the teacher with the support of the Administration will handle each child/situation without the intervention of the PRIDE committee during this upcoming school year.
- **Field Trips** – For the foreseeable future, there will not be any field trips scheduled.
- **Testing Programs** – The Diocese is switching over to an assessment program called i-Ready. This is an online assessment that helps teachers provide all students a path to proficiency and growth in reading and math. In light of COVID, we are uncertain when these tests will be administered but more details will be provided as we have them. The i-Ready assessment program will take the place of the IOWA Test of Basic Skills and the Cognitive Abilities Test. As of now, New York State tests will be administered to students in Grades 4 and 6.
- **Lockdown/Lockout and Fire Drills** – All of these safety protocols will be discussed at great length with each class. The mandated Fire Drills will take place but under the guidance of Perrotta Consulting. Lockout Drills can take place. LOCKDOWN Drills will only be discussed at great length with each class. Of course, if in the event of an actual occurrence, students will follow the direction of the teachers.



**Long Beach Catholic Regional School**

We have received the 2020 -2021 Parent-Student Handbook and have read it carefully. We accept the contents and will abide by the decisions and judgments of the Administration and Faculty of Long Beach Catholic Regional School.

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(Parent/Guardian Signature)

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(Student Signature)

**LONG BEACH CATHOLIC  
REGIONAL SCHOOL**

**735 West Broadway ~ Long Beach, NY 11561**

**516-432-8900**

**[www.lbcrs.org](http://www.lbcrs.org)**

*Building Strong  
Minds, Hearts and Spirits*

**STUDENT HANDBOOK**

**2020-2021**

\*Addendums, due to COVID-19 regulations, can be found in the back of the handbook. Please note that, at any time, additional adjustments may need to be made.