

# *St. Clare Catholic Academy Contract*      *2016-2017 School Year*

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*No child will be accepted until this contract is signed by a Parent/Guardian.*

*Please read carefully before signing this contract.*

## **Code of Conduct**

- St. Clare students help to create an atmosphere that is conducive to learning, free from bullying, intimidation and harassment.
- St. Clare students demonstrate honesty, trustworthiness and compassion.
- St. Clare students deal peacefully with anger, use good manners and are considerate of the feelings of others.
- St. Clare students accept responsibility for their behavior and are self-disciplined.
- St. Clare students speak respectfully to others and do not use foul language.
- St. Clare students do not chew gum in class or on school grounds.
- St. Clare students arrive to school on time. Regular attendance is expected of all St. Clare Catholic Academy students. Arriving to school late is a distraction to both the teacher and the students. Excessive absences/lateness's may result in detention and or denial of acceptance the next school year.
- St. Clare students arrive prepared daily. This includes but is not limited to homework, books and writing utensils.
- St. Clare students give parents all letters/flyers from the office and teacher(s).
- St. Clare students wear the proper uniform to school. St. Clare students are expected to be neatly groomed. Boys' hair must be no longer than the shirt collar and should be neatly and conservatively cut. **No fads of any type are permitted**, this includes but is not limited to artificial hair color, Mohawks and decorative designs cut into the hair. Girls are not permitted to wear make-up and should have their nails neatly groomed. Jewelry: Girls are allowed small earrings, a watch, one bracelet and one ring. No ostentatious jewelry. Girls are not permitted to wear earrings anywhere else except in their ears. Boys may not wear earrings. No fads are permitted for either boys or girls.
- Students that have websites or post information to a website such as but not limited to, YouTube, Vine, Twitter, Tumblr and/or facebook.com or ratemyteacher.com that portray the school, parish, or any member of the parish/Academy community in a negative light or threatens any individual is subject to disciplinary action and may lead to dismissal.
- There is zero tolerance for any forms of violence or harassment. St. Clare Students, especially while in school uniform, are recognized as a member of the community and are expected to behave in a manner that does not tarnish the Academy's fine reputation in any capacity. If a student physically or verbally fights in an aggressive manner during school or while in school uniform, that student may be sent home. Should unacceptable behavior continue, students will be suspended or asked to leave the school.

**Automatic Suspension will be given for serious infractions of the school rules such as:**

1. Bringing a weapon to school.
2. Serious theft or vandalism.
3. Involvement with drugs or cigarettes.
4. fighting

**Academic Policy** Since it is our aim to educate students to their fullest potential, it is expected that each child complete all homework and class assignments. Students are expected to study and earn passing grades (70%) for each subject and meet standards in conduct & personal growth in order to be promoted to the next grade level. Should a student not earn an average passing grade of 70% in each subject or not meet standards in conduct and personal growth, he/she may not be invited to return for the following year.

**Cell Phone Policy** - Students are not permitted to use cell phones in the school building or on school grounds. The Academy is not responsible for lost or damaged cell phones. Any cell phone turned on or visible in the building will be confiscated; and a parent must come to the school office to retrieve the phone.

**Technology Policy** - Technology devices are permitted when used for educational purposes instructed by a St. Clare Catholic Academy Faculty or Staff member. Students are prohibited from exploring other search engines and websites other than those assigned. Students who misuse the use of technology will be prohibited from using technology devices in the future. The Academy is not responsible for any lost items or broken items.

**Safety Policy**- Parents are responsible to ensure the safety of **ALL STUDENTS**. To ensure safety, do not double park or block driveways in all streets surrounding St. Clare Catholic Academy. In addition, do not park on 241<sup>st</sup> Street blocking the bus route for our students who get on and off the bus or in the school yard regardless of the weather.

For the safety of all students, no one other than a Faculty or Staff member may go beyond the main office without an appointment or being escorted. All students will be dismissed from the building regardless of inclement weather.

PS 38 and the Brookville Park will be used as evacuation sites for St. Clare Catholic Academy students as stated in our Crisis Management Plan. St. Clare Catholic Academy reserves the right to take students to a safe environment in the event of an emergency.

As a precaution, St. Clare Catholic Academy uses insecticides for pest control. In order to maintain an environment free from pests, a company comes in every 1<sup>st</sup> and 3<sup>rd</sup> Friday of each month to spray. This is done after normal school hours. If you wish to be notified 48 hours before a treatment, please send a written request.

***Pictures of students are taken throughout the year and posted in the school, on our website, on our social media outlets and sent to local papers to promote St. Clare Catholic Academy. Please initial below if you do not want your child/children to be photographed.***

\_\_\_\_\_ I do NOT give permission for my child/children to be photographed.

***I have read and understand the St. Clare Catholic Academy Contract for the 2016-2017 school year. In signing this contract, I as well as my child/children, agree to abide to the Code of Conduct, and all policies listed in this contract.***

***Please list all names of your children attending St. Clare Catholic Academy.***

***CHILD'S NAME:*** \_\_\_\_\_

***CHILD'S NAME:*** \_\_\_\_\_

***CHILD'S NAME:*** \_\_\_\_\_

***PRINT Parent/Guardian Name:*** \_\_\_\_\_

***SIGN Parent/Guardian Name:*** \_\_\_\_\_ ***Date:*** \_\_\_\_\_