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# ***St. Clare Catholic Academy Code of Conduct 2022-2023 School Year***

Please read carefully and sign.

- *St. Clare students help to create an atmosphere that is conducive to learning, free from bullying, violence, intimidation and harassment. St. Clare students respect and accept the rights, beliefs and feelings of others.*
- *St. Clare students demonstrate honesty, trustworthiness, compassion, as well as treats and speaks with others in a respectful manner in all places including in school, on the playground, and on the bus.*
- *St. Clare students wear the proper uniform to school daily. The uniform policy is attached.*
- *St. Clare Students will care for all school property including but not limited to their books, desks, chairs, physical education equipment, technology, and bathrooms.*
- *St. Clare students are to play only in designated areas, never leave the designated area without permission. engage in friendly conversations with their classmates and play safe games at recess.*
- *St. Clare students respect personal boundaries, do not play fight or engage in any activity that could harm others or themselves.*
- *St. Clare students are to report any unacceptable behaviors, injuries or incidents to allow teachers or staff members to address the situation accordingly.*
- *St. Clare students act appropriately and maintain proper behavior while in the lunchroom. St. Clare students understand that others may have dietary restrictions and therefore should not share food, snacks nor drinking vessels.*
- *St. Clare students respect the guidelines of the Technology Acceptable Use Policy related to computer/internet access. Students only explore search engines and websites that are assigned. Students will not misuse the use of technology.*
- *St. Clare students must refrain from using personal electronic devices including but not limited to I-pads, cellphones, apple watches while in the school building.*
- *St. Clare students turn off their personal cellphones/devices and place it in their book bag upon entering the school building, The school will not be responsible for any missing or damage to personal electronic devices.*
- *St. Clare students will refrain from taking pictures and/or video tapping other students, teachers, and events. Students that have websites or post information to a website such as but not limited to, YouTube, Vine, Twitter, Tumbler, Tik Tok, Snapchat, Instagram, Discord, facebook and/or ratemyteacher will not portray the school, parish, or any member of the Parish/Academy community in a negative light or threaten any individual.*
- *St. Clare students, especially while in school uniform, are recognized as a member of the community and therefore are expected to behave and conduct themselves in a manner that does not tarnish the Academy's reputation.*
- *St. Clare students will not bring anything on to the school's premises that could be deemed a weapon by any member of the faculty and staff to the school.*
- *St. Clare students will not smoke cigarettes, vape, or indulge in any drug*
- *St. Clare students will not physically or verbally fight while in school uniform, or on school property. St.*

*Clare students do not threaten to harm one another.*

- *St. Clare students who adhere to the Code of Conduct will be invited to continue their education the next year*

*Students who violate any of the above listed rules may face disciplinary action depending on the facts of the situation, severity of the situation and number of occurrences the situation has taken place. This could mean a warning, reprimand, exclusion from activities, detention, suspension or expulsion. Cellphones and other electronic devices misused will be confiscated and a parent or guardian will be called for it to be picked up.*

**Please refer to the handbook for further information regarding the Policies listed below.**

- **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.*
- **Attendance Policy**- *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.*
- **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 241st 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.*
- *St. Clare Families will read and refer to the Parent Handbook on the school website [www.stclarecatholicacademy.org](http://www.stclarecatholicacademy.org) for further information regarding the Academic Policy, Attendance Policy, Safety Policy as well as other important information.*

*In signing this contract my child/children and I have read, discussed, understand and will abide by the Code of Conduct, and all Academy policies.*

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

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

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

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

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

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

**Date:** \_\_\_\_\_