

DEDICATION

This Handbook is dedicated to:

Saint John the Evangelist Regional Catholic School Families



O God, our Father, bind together in Your all-embracing love every family on earth. Banish anger and bitterness within them; nourish forgiveness and peace. Bestow upon parents such wisdom and patience that they may gently exercise the discipline of love, and call forth from their children their greatest virtue and their highest skill. Make the mutual affection of families a sign of Your kingdom; through Jesus Christ our Lord.
Amen.

PARENT/STUDENT HANDBOOK

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*** This parent/student handbook has been revised as of January 2016.**

Saint John the Evangelist Regional Catholic School
A Pennsylvania Charitable Trust
52 Jefferson Street
Uniontown, PA 15401
(724) 438-8598

Saint John the Evangelist Regional Catholic School is a parochial, grade school consisting of preschool (three and four-year-old programs) through eighth grade. We are in the Diocese of Greensburg in the city of Uniontown. We service students from Uniontown, Laurel Highlands, Albert Gallatin, Brownsville, and Connellsville School Districts.

I. Philosophy

“Be it known to all who enter here that Christ is the reason for the school: the unseen, but ever present teacher in its classes, the model of its faculty, the inspiration of its students.”

The aim of Saint John the Evangelist Regional Catholic School is to educate the child and to prepare him for this world and the next. We do this by affording the fullest opportunity to realize the fourfold purpose of Christian education: message, service, community, and worship.

It is our vocation to “Teach as Jesus Did.” Students are encouraged through instruction and example in every area of the curriculum to accept and apply the Gospel Message.

As Catholic school teachers, we will help students acquire skills, virtues, and habits of heart and mind required for effective service to others. Realizing the parents’ right and obligation to be primary educators of their children, we will help them in fulfilling this responsibility.

Being a total faith community, parents, teachers, priests, administrators, and students must earnestly desire to establish a oneness with the community by taking a responsible leadership role in creating a just society.

Recognizing that the Mass is the most perfect form of worship, this holy sacrifice is presented as an integral part of the school program. We pledge, through our example, that our students will always respect the first obligation by which all are bound, to love God above all things and to love one’s neighbor as oneself.

We see this as our duty, our privilege. For it is this “integration of religious truths and life which distinguishes the Catholic school.”

II. History of Saint John the Evangelist Regional Catholic School

Saint John the Evangelist Grade School was built on Jefferson Street (formerly Center Street) in 1912-1913 under the pastorate of Father Bernard P. Kenna. The dedication took place on September 7, 1913, and classes began that same month. Saint John School was Uniontown's first parochial school.

The new school, built directly across the street from the church, was a red brick building, three stories high. It had six large classrooms and a spacious third-floor auditorium with a stage and a small balcony. A frame house next door was acquired for a convent for the Sisters of Saint Joseph, Baden, who originally staffed the school.

In 1914, high school classes were added to the curriculum. Having both high school and grade school classes in the same building, coupled with increasing enrollment, eventually led to a parish building program initiated by Pastor Bernard P. Kenna.

In 1935, Father Thomas J. Dunn became the pastor. Under his direction, the decision to build a new school was made. It would be located on property behind the church owned by the estate of the late Congressman Allen Cooper. Included was the Cooper mansion on Pennsylvania Avenue to be used as a convent and possibly for additional classrooms.

The new two-story brick building had eight classrooms and a large gymnasium in the basement. With the completion of the grade school, Saint John High School took over the entire building on Jefferson Street. This led to a greatly expanded program of extracurricular activities including forensics, choir, yearbook, catechism teaching, C.Y.O., and especially athletics.

Under the tutelage of James "Lash" Nesser, who coached for a quarter-century, the Saint John Eagles won the Diocesan championship year after year. In 1965, they won the state championship, and in their final year, they advanced to the state public-parochial finals.

Rising costs and the problems of maintaining an old building finally forced the closing of Saint John High School, the last class graduating in 1976. Saint John Elementary School has continued in operation for generations of boys and girls, a tribute to the foresight and sacrifice of priests, religious, teachers, parents, parishioners, and other friends of the school.

Growing enrollment and enhanced programs created the need for more space. The carriage house for the convent, known as the "music room" for years, was converted into the first kindergarten in 1977. Locker rooms were converted into additional classrooms, and additional classrooms were established in the Saint Francis Center, the former Trinitarian Convent, in 1992. Recent additions to the school program include a preschool for three and four-year-old children since the 1990-91 school years and a learning support program for students with special needs in the 1993-94 school year.

The gymnasium was restored in the fall of 1991. In the summer of 1993, the main entrance of the school was reconstructed and equipped with a ramp. Side entrances were rebuilt adding a ramp and planters in the summer of 1994. The school and gymnasium roofs were replaced along with air conditioning installed in the gymnasium in 1997-98.

The main school building, located next to St. John Church and rectory, is a two-story brick structure with a multi-functional lower level. This building houses eight classrooms and teachers' workroom. The lower level houses the gymnasium, which also serves as the cafeteria, one conference room and one computer lab. The administrative offices are in the lower level of the school. It also houses the nurse's office and guidance office. Preschool is in the former carriage house of the parish convent. A room for the Kindergarten students was built in the basement of the former carriage house. Speech therapy, remedial math/reading and learning support are in the upper level of the carriage house.

In 2009-2010, St. John's became a regional school. With this restructuring, the school now has a board of trust administrators which is comprised of six pastors from the local parishes.

They oversee the fiscal management and the operational affairs of the school.

III. Administration

A. Board of Trust Administrators

The Board of Trust Administrators consists of pastors from six parishes. A chairperson is selected from this board. The board of trust administrators oversees the fiscal management and the operational affairs of school.

B. Principal

The principal is the delegated administrative officer of the school and is responsible for its organization, supervision, and discipline according to the terms of contract with the pastor and the Superintendent of Schools. The principal's further duty is to cooperate with the pastor in fulfilling all administrative responsibilities in the school. The principal works closely with the Superintendent of Schools to see that everyone follows and supports the mission statement and policies of the Catholic Schools Office.

Responsibilities of the School Principal

- * To develop the instructional program in collaboration with the members of the faculty
- * To provide effective leadership
- * To oversee the maintenance of the buildings so that the students' and teachers' health, safety, and well-being are not endangered
- * To give frequent reports to the pastor regarding the progress of the school and its pupils
- * To see that the reports of the school are properly completed and returned to the Catholic Schools Office regularly
- * To be involved in the hiring and dismissal of teachers
- * To see that the school policies and procedures set forth by the Catholic Schools Office are implemented

C. Faculty

The staff consists of dedicated lay teachers. The lay teachers are screened and approved by the Diocese of Greensburg, Pennsylvania. All teachers, religious and lay, are certified and qualified educators who are working to meet the needs of children by their participation in workshops, classes, and in-service programs to keep themselves abreast in the teaching field. Teachers adhere to and comply with any and all federal, state, and local laws as well as the teaching doctrine or laws of the Roman Catholic Church.

IV.

School Procedures and Regulations

A. Admission and Withdrawal

Parents or legal guardians of perspective students must file all appropriate diocesan registration forms for admission at the school office. Priority in admissions will be as follows: Parishioners, Non-Parishioners, and Non-Catholics.

Any preschool child who reaches the age of three by September 1 may enter the preschool. Any child who reaches the age of five by September 1 of the current school year may be admitted to kindergarten unless evidence is present that the child is not ready to begin. Any child who reaches the age of six by September 1 of the current school year may be admitted to the first grade unless evidence is present that the child is not ready to begin. Parents or guardians must accompany the child to school for the purposes of registration and verification of residency. We will hold registration for the following school year during the second semester. On the date of registration, the following documents must be presented: along with a registration fee:

1. birth certificate or copy of the certificate
2. a baptismal certificate (if applicable)
3. an immunization record
4. verification of residence if living with a person other than a parent.

Children of any race, color, creed, national origin, or any students with special needs are eligible for admission.

B. Transfers

Transfers, to or from Saint John the Evangelist Regional Catholic School, usually take place at the beginning of the school year and between first and second semester. In case of a transfer, parents must submit a written letter confirming enrollment at the new school and to request the release of school records. No student records will be released if any tuition or fees are due to the school.

C. Withdrawal

Parents are requested to give ample notice in writing if a child is being transferred to another school. Stating the school the child will be attending is necessary. After January 1st no refund will be given on tuition if your child(ren) withdraws from the school for any reason.

D. Tuition

Tuition is based on need. A financial statement with tax forms are submitted to the FACTS company to determine the cost of tuition based on need. Financial Aid is available for Preschool through Grade 8. An appeal may be filed to the school principal if finances cannot be agreed upon.

Tuition must be current to receive report cards and participate in any extracurricular activities and graduation. If a student transfers to another school, tuition may be refunded on a prorated

basis. Arrangements for any such refund should be made through the school administration.

E. Attendance

Law requires children of compulsory school age, up to seventeen, to attend an approved education institution, unless legally excused pursuant to Diocesan Policy No.4110. The school recognizes many specific reasons for which a child may be excused from school for all or part of a school day including, but not limited to:

1. observance of a religious holiday
2. receipt of religious instruction
3. educational trips not sponsored by the school
4. attending medical or dental appointments which cannot be arranged after school hours
5. illness or other urgent reasons of an emergency nature

Not excused or unlawful absences include, but are not limited to:

1. truancy
2. parental neglect
3. illegal employment
4. pupils who run away from home
5. shopping
6. trips not approved in advance

Students are expected to report to school on time. In case of an absence, students must bring a written excuse from their parent or guardian upon returning to school the first day after an absence. The excuse must contain the following information:

1. date of the note
2. the name and grade of the student
3. date of the absence or tardiness
4. cause of absence or tardiness
5. the signature of a parent or a guardian

The student is responsible for making up all assignments and tests missed during an absence from school. The student will normally be permitted five school days to make up work missed. It is the student's responsibility to obtain the assignments and return them to the teacher at the time designated.

Vacations during the school year are strongly discouraged. If students will be taking extended vacations during the school year, advance notification must be given. According to the policy of individualized and continuous education, students will not be given assignments before vacations. The student is required to make up the work when he/she returns.

Parents or guardians need to call the office by 9:00 A.M. if a student is ill or not coming to school that day. Homework requests are made then.

When your child is absent from school, his/her homework can be picked up at the office after 2:30 P.M. Please call the office by 9:00 A.M. so that the teacher can get everything ready for you. DO NOT come earlier than 2:30 P.M. Teachers will not be disturbed during class time to collect the assignments.

If you don't call by 12:00 P.M. the office will not guarantee that homework will be ready.

F. Tardiness/Absence

A student is tardy if he or she is not in the classroom for the opening exercises at 8:15 A.M. Repeated cases of tardiness will be brought to the attention of the principal and the parents will be notified. This policy also applies to any type of appointment. A student who has any kind of appointment before school and arrives after 8:20 A.M. is tardy. A student arriving after 10:00 A.M. from an appointment is considered absent a ½ day. Any student who is tardy may be required to submit a note of explanation signed by a parent or guardian. If a student leaves school before 1:30 P.M. he/she will be marked absent for ½ day.

The teacher is responsible for recording tardiness in the attendance register daily, on the student's report to parents, and on the permanent record card. More than six times tardy in a nine week period will result in the student's ineligibility for perfect attendance.

If school is in session and a child is **not** present, he/she is marked absent, no matter what the reason.

G. Emergency Care

An emergency card will be sent home the first week of school. It should be returned immediately. This will guarantee prompt action and notification in case your child becomes ill or has an accident while at school. Any change of a phone number or address must be submitted to the school office.

H. Office Hours

The school office is open from 7:30 A.M. to 3:30 P.M. Monday through Friday.

I. Telephone

It is important that the school telephone be available for office calls. Children may use the school telephone only with permission of the principal, the secretary, or a teacher and only for school related business.

Teachers and children will not be called from the classroom to receive a telephone call. A message for the child or teacher may be given to the secretary. Arrangements concerning transportation and after-school activities are to be made before the child leaves home in the morning.

J. Daily Schedules

Because of transportation restrictions, time schedules will be adjusted to coincide with any revisions by the public school districts in which the Saint John the Evangelist School is located. The school will follow the following schedule, regardless of starting and dismissal time, to the practicable extent:

1. Students arriving before 8:00 A.M. are required to report to the gym.
2. Students arrive at least five minutes before the opening bell which is 8:15 A.M.
3. Morning prayers and salutation to the flag are required.
4. Class periods are time allotments for specific subjects will follow the recommendations of the Office of Catholic Schools.
5. Pre lunch prayers are designated.

6. Lunch and playground has supervision by the faculty/staff.
7. Post lunch prayers are designated.
8. Class periods
9. Closing prayers
10. Dismissal (daily 2:25 P.M.)

K. Dress Code

1. Uniforms

Wearing the school uniform is mandatory.

2. Girls Uniform-Grades Kindergarten through Grade 5

A plaid school jumper with an emblem. K-2 Empire waist Grade 3-5 Drop Waist
 White long or short sleeve uniform blouse with Peter Pan collar. ~ No Polo Shirts
 White or navy blue knee socks (No colors, stripes, or designs are permitted) Anklet socks permitted
 Plain white or navy blue uniform sweaters
 (Absolutely no over-sized or bulky knit sweaters are permitted.)
 White turtlenecks are permitted (November 1st to April 1st)
 Khaki uniform pants or plain white tights may be worn (November 1st to April 1st)
 A navy blue uniform blazer Grade 6-8 (After November 1st)
 School shoes (No tennis shoes, shoe boots, or trendy fashions are permitted)
 Khaki walking shorts are permitted (April 1 to October 31)
 No dangling earrings or bangle bracelets. All jewelry must be worn inside the blouse
 One small earring (on the lobe)
 One small ring, and a wrist watch are the only jewelry permitted
 No lipstick, fingernail polish or make-up

3. Girls Uniform-Grades 6, 7 and 8

Plaid uniform skirt to be worn no more than 2 inches above the knee.
 White uniform button-down blouses ONLY ~ No Polo Shirts
 Navy blue uniform blazer (After November 1st)
 Plain white/blue uniform sweater (no oversized or bulky knit sweaters are permitted)
 White turtlenecks are permitted (November 1st to April 1st)
 Plain white crew or knee socks. No colors, stripes or designs permitted
 Khaki uniform pants and white turtlenecks may be worn (November 1st to April 1st)
 School shoes (No tennis shoes, shoe boots, or trendy fashions are permitted)
 No dangling earrings or bangle bracelets. All jewelry must be worn inside the blouse
 One small ring, and a wrist watch are the only jewelry permitted
 One small earring (on the lobe)
 No lipstick, fingernail polish, or make-up

4. Boys Uniform-Grades Kindergarten through Grade 8

Khaki uniform pants and a belt (No pants are to be worn below the waist)
 White oxford uniform shirt ~ No Polo Shirts
 White turtlenecks are permitted (November 1st to April 1st)
 Brown socks
 Grades 6-8 A navy blue uniform blazer (After November 1st) Ties optional
 School shoes (No tennis shoes or boots are permitted)
 A plain navy blue sweater (Absolutely no oversized or bulky sweaters are permitted)
 No fad or long haircuts / No boy's hair should touch their collars or below the ears.
 The only jewelry permitted will be a wrist watch
 No earrings

****Uniform shorts may be worn by both girls and boys between**

L. Gym Attire

The school gym uniform is worn to school. Students should wear socks and an “athletic” style shoe. A code of conduct statement is issued to the student the first week of school. It must be read, signed by the parent/guardian, and returned to the school before the student can participate in gym classes. (No tennis shoes with wheels).

M. Dress Up/Dress-Down Days

Dress-Up and Dress-Down Days will be announced by the principal.

Dress-up days means dress-up.

No jeans – no tennis shoes – no t-shirts with inappropriate logos.

Dress-down days mean jeans and tennis shoes are permitted.

However, leggings , jeggings, or no t-shirts with inappropriate logos permitted.

N. Grooming

We believe that appearance is a statement of self-image and how we view both ourselves and those activities in which we participate.

1. Uniforms should be clean and neatly pressed at all times
2. No coloring of the hair, including frosting and highlighting, will be allowed.
In fairness to all students boys and girls this policy is being enforced.
3. Boys’ hair is not to touch their collar or be below the ears.
4. Writing and drawing on uniforms and shoes is prohibited.
5. Although proper dress and attire have much to do with appearance, students should also pay attention to the formation of other important habits of good grooming, such as cleanliness of body, care of teeth, skin, hair, and nails.
6. No tattoos
7. No body piercings.

O. Books

We are continuously updating the textbooks and curriculum to meet current standards. Many of the textbooks are received through Acts 195 and 90 and are not the property of the school. Each parent, therefore, signs a textbook loan card upon registration. Students may not take books home unless the books are in some type of book bag. All books must be covered.

P. Fund Raising

There will be 3 mandatory fundraisers per year.

Every family is still expected to do their part in these fundraisers:

1. Sarris Candy Sale
2. Spaghetti Dinner
3. Marathon

If you do not wish to participate in any of the fundraisers listed above, you can pay a flat fee of \$600.00.

Marathon:

Each family is required to send out 20 marathon fliers. If a family doesn’t send in the fliers they are required to donate \$75.00 or more per family.

V. School Procedures and Policies

A. Homework

Homework is essential for the full scholastic development of the child. Children are expected to do a reasonable amount of home study, and it is the responsibility of the parent to supervise this work. Homework may consist of written assignments, reading, research, or work on special projects. Failure on the part of a child to do assigned homework will result in lowered grades.

B. Homework Policy

When an assignment is handed in late, ten points per day will be deducted from the student's grade on that assignment. Parents will be notified if the assignment is not handed in within five days. Failure to turn in an assignment results in a 0% on that assignment.

C. Homework Notebooks

Every student Grades 1 through 8 must have a homework notebook in which to write his/her assignments. Assignment notebooks are available at the school.

D. School Visits, Deliveries, and Early Dismissals

Anyone entering or leaving the building must first report to the school office. Parents are not to take lunches, shoes, books, etc. to the classroom. Any such transaction to child or teacher must be made through the principal's office. This practice helps eliminate class interruptions.

Students who need to be dismissed early for medical or health reasons must be signed out by the parent or guardian in the school office.

A dated written request signed by a parent or guardian is required for a student to leave school before the time of dismissal. The request must state the reason for the dismissal. It will then be approved by the principal or his/her designee. Upon their return the parent/guardian must sign the student in again.

E. School Closings and Delays

In case of inclement weather, it may be necessary to close school or delay the school opening. Do not call the school or convent; listen to the radio for the announcement. School procedure on snow days is to follow the Laurel Highlands School District decision. The announcement will be made on WPQR 99.3 F M and WMBS 590 A.M. Closings will also be broadcasted on T.V. channels KDKA – WTAE And WPXI. For the safety of the students the school is not responsible for students who arrive prior to one-half hour before classes begin. Should it be necessary to close the school for some unforeseen reason, it will also be announced over the radio.

We follow the Laurel Highlands schedule. If they have a two-hour delay then we follow that regardless of when our dismissal is. An individual school does not have the power or authority to cancel school. If a parent does not send their child(ren) to school that is their choice. However, if school is in session and a child is not present, he/she is marked absent. The only time an individual school can cancel is for a power outage or a water-line break.

F. Breakfast Program

Students are offered breakfast on a daily basis from 7:30 a.m. – 8:00 a.m. This service is provided by the Uniontown School District.

G. Lunch Program

Students may purchase their lunch or bring a lunch from home. No fast food is permitted. Students are not permitted to bring carbonated beverages or glass containers.

When the students are required to bring a bag lunch to school, no fast foods are permitted.

If any student is allergic to milk, he or she may have orange drink if a note from his or her doctor is provided.

Free and reduced lunches are offered for eligible families. No child will be discriminated against because of race, sex, color, national origin, age, or disability.

The hot lunch program is under the management of the Uniontown School District.

H. Safety Rules/Disaster Drills

Fire drills will be held monthly, or more frequently if required by state law, without prior announcement. To ensure safety, students are to move quickly, quietly, and in an orderly manner according to the fire exit direction posted in each classroom.

Drills for other emergencies will be held periodically throughout the year and procedures will be reviewed by the teachers. Students are to remain quiet and attentive to the teacher during all safety drills.

I. Party Invitations

No party invitations will be distributed unless the entire class is invited. If this is an impossibility, please make other arrangements other than through school.

VI. Health Services

The local public school districts provide limited health services to Saint John the Evangelist Regional Catholic School through the school nurse. Health testing and screening will be administered to the student in accordance with the policies and procedures set by the local public school districts.

Children must be immunized before entering school, as required by state law. No child will be permitted in school without the following immunizations:

1. three DPT (diphtheria, pertussis, tetanus)-state requirements
2. three OPV (oral polio vaccine)-state requirements
3. two MMR (measles, mumps, rubella) given on or after the first birthday-state requirements
4. The state requires all students entering school for the first time must have completed the series of three Hepatitis B inoculations to enter school.

*Pennsylvania Department of Health also requires that all students entering Kindergarten and 7th grade must be immunized with chicken pox vaccines or have chicken pox immunity. In case of an emergency concerning the health of a student, the school nurse and school principal will be immediately notified. The school nurse will be primarily responsible for rendering medical assistance. If the parent, guardian, or person designated on the student's emergency card cannot be reached, the school nurse or school principal will decide whether hospitalization or further treatment at a medical facility is necessary.

The school office will maintain an emergency card for each enrolled student. This card will contain the following information:

1. the student's name
2. the name and address of parents or guardians and where they may be reached during school hours
3. name, address, and telephone number of a third party who may be contacted in the event the parents or guardians cannot be reached
4. a parent's signature

In case of illness during school hours, the principal may send a child home if parents have been notified and transportation arrangements have been made. Children are not permitted to call the parents or dismiss themselves.

A. Medication Policy

The Office of Catholic Schools, Diocese of Greensburg, recognizes that parents have the primary responsibility for the health of their children. It also recognizes that many children are able to attend school because of the effective use of medication in the treatment of chronic disabilities or illness. The Office of Catholic Schools believes that every effort should be made to administer medication at home. However, any student who is required to take medication during the regular school day must comply with school regulations. These are necessary for the protection of both the student and school personnel.

This policy will be implemented in collaboration with public school districts who provide health services to Catholic schools.

Only essential medications will be given at school, with parent/guardian taking full

responsibility for any medication sent to school.

B. Administration of Medication During School Hours

Every request to have medication administered to a student must be accompanied by a physician's statement setting forth the following:

1. date
2. the student's name
3. diagnosis
4. medication, the dosage, administration directions, and time intervals
5. possible side effects
6. any curtailment of specific school activity (lab, sports, shop, etc.)
7. listing any other medications which have been prescribed by the physician
8. the physician's signature and telephone number
9. a parent's signature

C. School Nurse Responsibilities

The nurse is responsible for orientation of the person(s) authorized to administer medication. Orientation should include:

1. principles of medication administration
2. review of specific medications which are to be administered, including side effects

For students on long-term medication, the nurse should have conferences with parents regarding responses to medication. Written reports should be given as needed.

A Parent/Guardian Administration of Medication Permission Form must accompany the physician's written approval /request. This form will include the following: (see Appendix A).

The school nurse or a person designated by the school administrator will administer the medication.

D. Delivery of Medication

Medication to be administered to a student must be delivered to the school office by the - parent, guardian, or responsible adult.

1. If the school nurse is not available, the principal will designate a responsible adult.
2. The medication will be recorded in the log with the date, name, and amount of medication delivered and signed by the parent.
3. The physician's written request and parental authorization is brought with the medication and delivered to the school nurse or designated person.
4. The parent should notify the school nurse in advance that the child will need medication unless circumstances dictate otherwise.
5. When someone other than the parent brings the medication to the school, the medication should be placed in a sealed envelope by the parent. It should be marked with the name of the child, the name and amount of medication sent, or be in a pharmacy labeled bottle.
6. Follow the same procedure for over the counter medication.

E. Medication Restrictions

Supply of medication to be kept at school:

1. single day supply for short-term illness

2. one to two weeks for long-term chronic illness

This would allow the nurse to meet with the parent(s) and discuss the child's response to the medication, etc. The amount of medication stored by the school should be based on the length of time medications are to be administered and other individual factors.

F. Labeling and Storage of Medication in Schools

1. Labeling

Medication brought to school must be in a properly labeled container. The container should be labeled by the pharmacist or doctor. The label must include:

1. the student's name
2. the name of the physician
3. date of prescription
4. the name and telephone number of the pharmacy
5. the name of medication, dosage, and frequency of administration

2. Storage

Medications are stored in a locked container in a secured area. Medications requiring refrigeration are stored in the refrigerator.

3. Unused Medication

Unused medications will be given to parents for disposition. Record date, time, amount, and signature of parent/guardian or adult receiving medication.

VII. Intermediate Unit

The Intermediate Unit I provides personnel to assist students in various ways.

A. Counseling

A guidance counselor is available to the students at least one day a week. Students may request this service or be recommended by a parent, teacher, or principal.

B. Psychological Testing

Any specialized testing requested for a student will be administered by an I.U. psychologist or specialist. A meeting with the parents involving teachers, principals, and specialists will be scheduled to discuss the results of the testing. The specialist will provide a list of recommendations based on the test results.

C. Speech Therapy

Objectives for the Speech/Language Program

The Intermediate Unit I provides an itinerant speech and language program of a developmental and remedial nature for speech impaired students in Grades K-4, i.e., those whose speech deviates from accepted standards of their individual social and cultural community in a way that interferes with the communication process. In addition, a program is also provided for language impaired students, i.e., those whose expressive and/or receptive language skills, either oral and/or graphic, are deviant in

terms of grammatical, morphological, and semantic performances.

D. Title I

Students who need help in reading or math receive individual help in small group instruction. Remedial help is given to strengthen reading comprehension or math concepts and application skills. These services are provided by Intermediate Unit I.

E. Diocesan Testing

Saint John the Evangelist Regional Catholic School follows the testing program established by the Diocesan Office of Catholic Schools. The ACT / Aspire Test are administered to Grades 3 – 8. In addition, the Cognitive Skills Test is given to Grades 3, 5, 7. The test results are then shared with the parents.

VIII. Drug and Alcohol Policy

A student who, on school grounds during a school session, or anywhere at a school-sponsored activity, does sell, use, possess, or aid in the procurement of alcohol, narcotics, or restricted drugs, including, but not limited to, marijuana or anabolic steroids or other materials reported to be such restricted drugs, or look-a-like drugs, will be subject to disciplinary action up to and including expulsion.

The parent or guardian of the student will be contacted immediately in the event of any such occurrence. A recommendation will be made to the parents that the student be taken to a physician or health care provider for a complete examination and will be requested to notify the school of the results of any such examination. The principal will give immediate notice to the police of the incident and/or identification of the substance.

A. beepers / Cell Phones

Students are forbidden to possess beepers / cell phones or other electronic signaling devices on school grounds, on school buses, or at any school activity or game, whether on or off school grounds. Students who have health problems or have family members with health problems requiring such devices must register the device with the school administration.

B. Policy on Sexual Harassment

It is the policy of the Diocese of Greensburg and Saint John the Evangelist Regional Catholic School that students enjoy a learning environment free from all forms of discrimination including sexual harassment. All forms of sexual harassment in any learning area, activity area, or any other place under the permanent or temporary control of Saint John the Evangelist Regional Catholic School toward any student is strictly prohibited.

Any student who feels that he or she is or has been a victim of sexual harassment may bring the matter to the immediate attention of any teacher, administrator, principal, counselor, any parish priest, or to the Superintendent of Catholic Schools. All reports of alleged sexual harassment will be investigated in as confidential a manner as possible. Upon the completion of such investigation, the parents or guardians of the student will be advised of the finding, recommendations, and conclusion as to the accuracy of the charges alleged. In all cases where the investigation has verified the allegations, and a decision has been made to take disciplinary action against the accused, the complaining student and his or her parents/guardians will be advised of such an action.

If it is determined that a student has intentionally falsely accused another student or school

employee of sexual harassment, the student may be subject to appropriate disciplinary action.

C. Possession of Weapons

Any student in possession of a weapon will be subject to disciplinary action, up to and including expulsion, and reported to the appropriate law enforcement agency for criminal prosecution under the Pennsylvania Crime Code, 18 Pa. C.S. 912. A weapon is defined as including, but not limited to, any knife, cutting instrument, cutting tool, nun-chuck sticks, firearm, shotgun, rifle, laser pointer, and any other tool, instrument, or implement capable of inflicting serious bodily injury, or any object which looks like any such weapon or is intended for such use.

D. Diocesan Aids Policy

Refer to the copy on file in the school office if necessary.

E. Bullying Policy

****See Attached****

IX. Report Cards

A. Student Evaluations

Report cards are distributed four times a year, shortly after the close of each nine-weeks grading period. The first and second reports are given to parents at the Parent-Teacher-Student Conferences. The third and fourth reports are sent home on the date designated on the monthly calendar.

B. Marking System

A student's grade is determined by the degree to which he or she masters the subject matter, accomplishes daily work, participates in group/class research projects, and completes homework assignments.

Students in grade 4-8 will follow the scale below:

A+	99-100	C+	83-84	E	Below 65
A	95-98	C	77-82	I	Incomplete
A-	93-94	C-	75-76		
B+	91-92	D+	73-74		
B	87-90	D	67-72		
B-	85-86	D-	65-66		

Students in grades 1-3 will follow the scale below:

O	Outstanding
G	Good
S	Satisfactory
H	Having Difficulty
U	Unsatisfactory

If a student receives an incomplete grade, work must be turned in within two weeks. A student who receives an "I" - Incomplete on his/her report card is not eligible for the

honor roll or academic excellence. Kindergarten is competency based.

C. Conferences

The Parent-Teacher-Student Conferences are used in conjunction with the report cards as a means of evaluating progress. At least one parent or guardian must accompany the student. Two such conferences are mandatory per year. Conferences are held on the first and second semester of the year. All of the children's grades can be accessed through Power School using the designated password.

X. Academic Programs

A. Religion Sacramental Program

The goal of religious instruction is to help the child develop a relationship with Jesus Christ and lead a lifestyle based on the Gospel Values. Religion classes are held on a daily basis and incorporate and support the Gospel Values by applying them to everyday life and situations. Daily prayer, seasonal devotions, sacramental preparation, Liturgy of the Eucharist (Mass), and participation in a faith community are important components of the religious program.

B. Mathematics

A variety of activities using various modes of learning are used within the math curriculum. Many of the activities are either direct teacher-student interaction or student-peer interaction. In order to reinforce and review mathematical concepts, many hands-on activities are necessary. Many individual-made materials are used to reach students who require this mode to learn. In order to develop higher levels of thinking among students, many mental activities are employed.

C. Language Arts

The language arts curriculum consists of a combination of reading, English, spelling, and handwriting. The goal is to teach the student communication skills necessary to express oneself both orally and in written form.

1. Reading

Reading is emphasized throughout the grades. In the primary years much time is allotted to introduce the students to a strong phonetic-based approach along with the incorporation of sight words. Oral reading, reading skills, vocabulary building, and comprehension are emphasized throughout the reading curriculum. The students are also required to read many of the classics, the newspaper, and books for enjoyment.

2. English

English is taught in all grade levels. The students learn the rules of grammar and the parts of speech. They are exposed to creative writing and expository writing.

3. Spelling and Handwriting

Spelling is taught in Grades 1 through 8. The students are required to learn the spelling and meaning of the weekly words. They are also taught and encouraged to use the dictionary.

Handwriting is emphasized in all grades. Proper writing position, size, slant, spacing, letter form, and neatness are taught. The students begin to learn cursive writing in second grade. Legibility and neatness are required at all times.

D. Science

Science is taught in harmony with the religious teachings of the Catholic Church. Nature is explored through studies of life science and physical science. Gospel Values are integrated with emphasis on the effect that man's decision-making has on all three major divisions of scientific study.

E. Health/Wellness

Health/Wellness is integrated into the science curriculum through the study of: systems of the body, safety, good nutrition, drug and alcohol awareness, self-esteem, and positive relationships. The health/wellness program is designed to help students acquire decision-making skills.

F. Social Studies

Social Studies is taught at all grade levels. The curriculum content ranges from community helpers to history and geography where students develop an understanding of the earth and its peoples. Current events are incorporated into daily lessons through discussion and use of the newspaper.

G. Computer

Students in grades PreK-8 are given the opportunity to use computers in conjunction with educational software. Students are exposed to the technology associated with the computer world. They are taught the proper names of the computer system, commands needed to operate the system, and general computer language. Besides computers in each classroom, a modern computer laboratory is maintained at Saint John School.

H. Physical Education

Physical education prepares the students to meet the physical demands of effective living, self-responsibility, and leadership roles.

I. Art

Art provides freedom of expression. Students experience art through age-appropriate techniques and a variety of mediums.

J. Music

The music program is multi-disciplined. It consists of liturgical, secular, and traditional music combined with basic theory, rhythm, and movement. Private music lessons are offered by the

instrumental specialist.

K. Foreign Language

Students receive foreign language instruction in grades one through eight. Students learn the language through speaking, writing, reading, and listening activities. The culture is experienced through multimedia activities.

L. All Saints Music Program

The All Saints Music Program is comprised of many Catholic grade schools from the Diocese of Greensburg. Weekly music lessons are offered to any student in grades two through eight on all of the band instruments (Flute, Clarinet, Saxophone, Trumpet, Trombone, Drum), and also Guitar, Violin, and Keyboard. Performing Bands are available for students to experience the joy of playing with a group; these include a school band, the Rockin' Saints (a select group), and the All-Diocese Band (for students with at least one year of experience.)

Instruments are demonstrated to students in grades two through four at the beginning of the school year. At this time, information is sent home with students who express an interest in taking lessons. Older students should see their instrumental music teacher for this information.

For students not sure of which wind instrument they want to play, a special class, "Explore the Winds," is offered. Information about this class is included in the registration information sent home.

Lessons for beginners start in the first week of October and continue until the end of school. Summer lessons are also offered.

XI. Educational Trips

Field trips relate to the instructional program. Each student participating in any field trip must submit to the school a field trip permission form. This form is established by the diocese and must be signed by the parent/guardian (see Appendix B). No student may participate unless a signed field trip participation form, for the specific event, is on file with the principal.

The permission form is to be submitted to the teacher at least one school day before the scheduled trip. Parents may be asked to provide part or all of the cost involved. When possible, bus transportation will be provided. Any person volunteering to provide adequate passenger transportation must submit a signed volunteer driver information sheet to the principal for each vehicle used (see Appendix C).

Participation in field trips is a privilege. Students may be denied participation if they fail to meet academic or behavioral requirements of the school. Students who do not participate in the field trips will be provided alternative assignments during the field trip.

Each driver and/or chaperone will be given a copy of the approved itinerary, including the routes to be followed, and a summary of their responsibility.

All students are to ride the bus (if busing is provided) to and from the field trip. No student is permitted to leave a field trip with a parent or guardian.

XII. Extra Curricular Activities

A. Programs

Seasonal celebrations are scheduled.

B. Contests

The students are challenged throughout the year by a variety of contests. Several

companies or organizations sponsor these contests.

C. Altar Servers

Children may become altar servers in grades four and up. Students should understand that it is a joy and privilege to serve at the Altar of God, and that they will be officially representing the people of their parish. All Altar Servers should regularly attend mass and receive the Sacraments. An Altar Server must be reverent, respectful, maintain excellent conduct during training sessions, in the sanctuary, while serving, and while attending mass. Finally, parents and/or guardians also make many sacrifices to insure their child's faithfulness. Students from other parishes are encouraged to contact their parish priest regarding their parish's serving policy and training.

D. Choir

Children may join the choir in grades four and up. Students give of their time after school, and special practice sessions are held weekly. The choir leads the congregation in the singing of the Mass and other services held in the church.

E. Athletics

The students have several opportunities to participate in C.Y.O. sporting events including boys and girls basketball, volleyball, and cheerleading.

Parents, teachers, and volunteers who moderate the programs are required to be certified by the Diocese of Greensburg. Saint John the Evangelist Regional Catholic School follows the guidelines and policies of the Eagle Sports Program (E.S.P.). For a copy of these policies contact the school office or the E.S.P. Athletic directors.

F. Pennsylvania Junior Academy of Science

Junior high students have participated in the Pennsylvania Junior Academy of Science (P.J.A.S.) competition for more than twenty-five years and have been recognized for having the highest percentage of first place winners in the region.

G. Forensics

Forensics competition is offered to the junior high students. The students compete against area diocesan students in dramatic and humorous categories. The students have always received a high percentage of first place winners.

XIII. Discipline Code

A. CODE OF CONDUCT

Discipline is an integral part of a learning process. In order to develop self-control, the student must be helped to understand his/her emotions and impulses, to live in harmony with others, to respect the rules of family, to keep the laws of the country, and to obey the laws of God.

One of the most important lessons education should teach is discipline. It is this training that develops self-control and character. It is the key to learning, efficiency, and the proper consideration for other people. At all times, health, welfare, and safety of all students will be the main concern in disciplining students.

Students responsibilities include regular school attendance, conscientious effort, and classroom work, and conformance to school rules and regulations. Most of all, students share with the administration and faculty the responsibility to develop a climate within the school that is conducive to wholesome learning and living.

No student has the right to interfere with the education of other students. It is the responsibility of each student to respect the rights of teachers, students, administrators, and all others who are involved in the educational process. Students should express their ideas and opinions in a respectful so as not to offend or slander others.

The final decision around any student's behavior concerning any punishment rests upon the discretion of the principal. The principal holds the right to determine the disciplinary action according to the individual situation.

1. DETENTION

Students may be detained after class hours for repeated tardiness, unexcused absences, and disciplinary infractions. Parental notification will be given prior to the time of the detention.

Detentions are from 2:45 – 3:45 on a day designated by the teacher. Students are to be picked up at the glass doors in front of the school.

If a student does not have (3) homework assignments in a subject, a detention will be issued by the teacher.

When 3 detentions are served in a year the student is not permitted to attend the yearly field trip. If this event has already occurred then the student will not be permitted to participate in Olympic Day.

Demerits:

A demerit will be issued for any behavior that a teacher deems inappropriate. Demerits will also be issued for students who are out of uniform. After three demerits, a detention will be served.

Sports:

If a student receives a detention he/she will not be permitted to play in the regularly scheduled game immediately following the detention. Only regularly scheduled games, which are on the school calendar can be missed because of the detention. If a student is absent or leaves school early due to sickness, he/she may not practice that evening. The coaches will be notified.

2. SUSPENSION

For a serious infraction of school regulations, a student may be temporarily suspended by the principal. The time of the suspension should never exceed three (3) days. Suspension becomes effective after the principal has notified the parent/guardian through certified mail.

Ordinarily suspension is held **in school** and the student is not marked absent. In cases where professional intervention is required, out of school is acceptable. In all cases the student is required to complete the class work missed.

3. EXPULSION

Expulsion is a severe punishment that should be used as a last resort and after serious deliberations, or when circumstances warrant.

Reasons for which a student **might be expelled include, but are not limited to:**

1. Infractions of school regulations, or the disciplinary codes.
2. Continued misconduct or conduct detrimental to the physical, educational, or moral well-being of other students
3. Continued malicious disobedience or disrespect for authority
4. Possession, use, or transporting a weapon
5. Possession, use sale, conveyance of any controlled substance, drug, look-alike
6. Assault or battery of a fellow student, teacher, or employee
7. Bomb threats
8. False alarms
9. Use of vulgar or obscene language
10. Excessive absence or tardiness
11. Fighting
12. Disrespect toward the school in word or action

In the event of an expulsion, the following procedure will be used:

1. First, a time of suspension will be imposed during which there should be private consultations of parents with pastor, principal, guidance counselor, and a teacher.
2. The final decision concerning expulsion rests with the principal. Before any such administrative decision, cases should include prior consultation with the pastor, appropriate local authorities, and the Office of Catholic Schools.
3. A written report of the expulsion is to be made out immediately and sent to the Office of Catholic School.
4. Parents/Guardians may always have recourse to the Office of Catholic Schools.

B. Cafeteria Rules

Students are expected to conduct themselves properly during lunch periods, practice good table manners, and abide by the following rules:

1. Enter and leave the cafeteria at a walk.
2. Form and keep a single line at the service area.
3. Ask permission of a teacher to leave the cafeteria.
4. Refrain from loud and boisterous talk, yelling, and screaming.
5. Do not throw any object, no matter how small, for however short a distance.

6. Do not take food of any kind outside the cafeteria.
7. Leave the table clean and suitable for luncheon use by other students.
8. Fold hands and participate in the after meals prayer.
9. Do not enter the kitchen area.
10. Do not send your child to school with gum. Our school policy is no gum anywhere.
11. When the students are required to bring a bag lunch to school, no fast foods are permitted.

C. Playground Rules

1. Students play outdoors when weather permits. Please listen to weather reports and dress your child appropriately. During inclement weather, the students remain indoors. Parents may volunteer to help supervise the children on the playground.
4. Play equipment brought from home must meet safety requirements and approval by the student's home room teacher.
3. Students are not permitted to engage in any conduct or activity that will harm themselves, another, or school property.
4. At the conclusion of outdoor recess students are required to line-up in an orderly fashion according to grade level before entering the building.

D. Bus Policy

1. Students using the bus as transportation to and from school are expected to maintain quiet and orderly conduct.
2. The bus driver has the same authority on the bus as the teacher does in the classroom, and it is the driver's duty personally to report all misconduct to the principal.
3. Student transportation is a service provided by the Board of School Directors and the State of Pennsylvania. This service may be denied any student according to policies established by the school district that provides the student's transportation.
4. Students may be denied the privilege of being transported to and from school for the following reasons: using foul language at any time, loud or boisterous noise which could distract the bus driver, throwing or shooting objects, smoking, marking or destroying any part of the school bus, striking or fighting any member of the traveling group, spitting or throwing any trash on the floor, refusing to sit in the seat assigned by the bus driver, pushing or disorderly rushing to the bus while loading, placing arm or body part from windows, throwing objects or materials from the bus or at the bus, failure to remain in seat while bus is in motion, boisterous and annoying yells to the passing public, illegal use of emergency door, violating the property of others, and misconduct at the bus stop. Destruction of property will result in suspension, and students will be required to make restitution for damages.

XIV. Student Support Team (E.S.A.P. TEAM) Program

An E.S.A.P. Team. is a formal, consistent, and systematic approach to the early identification of students who are exhibiting behaviors which may indicate increased vulnerability to drug/alcohol, mental health, or other personal problems. This program provides for intervention with these students in order to develop strategies for prompting success in school. These strategies may include suggestions of appropriate family or individual services, as well as support for the students returning to school after treatment. The E.S.A.P. also works to prevent student problems through awareness campaigns, fostering a positive school climate, and a promotion of personal wellness in all students. Thus, E.S.A.P. is an intervention, not a treatment program that integrates a process of information gathering, intervention, and recommendations for

referral through a core team.

XV. Home and School Association

The Home and School Association is a vital part of St. John the Evangelist Regional Catholic School. The Association has a Meet and Greet night before school begins in August and introductory meeting in September.

Parental input, suggestions and willingness to help are both encouraged and appreciated.

XVI. After School Program

The “after school program” is offered to any student attending Saint John the Evangelist Regional Catholic School in Preschool All Day 4 year old program through eighth grade when school is in session from 8:20 to 2:30. It is not available on those days when there is early dismissal. Anyone wishing to use the “after school program” must let the school office know as soon as possible. Envelopes are available in the school office for your convenience. .

Students remaining after school for the program will wait in the gymnasium and then will be taken over to the Preschool. After roll call is taken the children will have time to complete their homework/study, eat a snack and unwind.

If you are sending someone else, to pick up your child(ren) please inform the school office about the change.

XVII. Volunteer

In order to volunteer at the school, chaperone field trips, or participate in the school activities the following clearances must be on file in the school office:

- Diocesan Code of Conduct
- PA Mandated Reporter Training
- VIRTUS Training
- PA Criminal History Check Form - Every Five Years
- PA Child Abuse Form - Every Five Years
- FBI Fingerprint Check - Every Five Years **OR** Affidavit - Every Five Years
- ACT 24 Clearance

You can visit the Diocese of Greensburg website at: www.dioceseofgreensburg.org

Parental/Guardian Administration of Medication Permission Form

(This permission form must be accompanied by written orders from the attending physician.)

Please complete the following information and enclose with each medication you send to school to be taken during school hours.

Student's name _____ Grade _____

Name of medicine _____

Prescribed by physician? Yes _____ Name of physician _____

Include the doctor's written orders with your permission form.

Prescription number _____
Name of pharmacy _____
Dosage _____ At _____ Times
for _____ Days _____

List all current medication taken by student at home or school:

I will take full responsibility for the prescribed medication which is to be given during school hours.

Signature of parent or guardian _____

Date _____ Phone
(home) _____ (work) _____

The medicine container must be properly labeled with the student's name, grade, name of the medication, and the time and dosage to be given.

Medications that do not comply with these guidelines will not be given by school personnel and will be returned to the parent or guardian.

Field Trip Participation Form and Parent Permission and Release

Your son/daughter is eligible to participate in a school sponsored activity requiring transportation to location away from the school. This activity will take place under the guidance and supervision of employees from Saint John the Evangelist Regional Catholic School.

A brief description of the activity follows:

Name of event and destination_____

Designated supervisor of activity_____

Date and time of departure_____

Date and anticipated time of return_____

Method of transportation_____ Student cost_____

If you would like your child to participate in this event, please complete, sign, and return the following statement of consent and release of liability. As parent or legal guardian, you remain fully responsible for any legal responsibility which may results from any personal actions taken by the named student.

I hereby consent to participation by my child,_____

in the event described above. I understand that this event will take place away from school grounds and that my child will be under the supervision of the designated school employee on the stated dates. I further consent to the conditions stated above on participation in this event, including the method of transportation.

In consideration of the agreement of_____

(Name of School/Parish/Group) to allow my child to participate in the above described outing, and intending to be legally bound hereby, I agree to indemnify and hold harmless_____

(Name of School/Parish/Group) the Roman Catholic Diocese of Greensburg, Most Reverend Edward C. Malesic, their employees, agents, successors, assigns and legal representatives, against any loss from any and all claims, demands, and actions at law or in equity that may hereafter at any time be brought by my child, or anyone acting on his/her behalf, for the purpose of enforcing a claim for damages because of any injury to my child or any cause of action of any kind or nature as a result of, or in any way related to his/her participation in the above-mentioned outing, or his/her transit thereto.

I/We agree that in case of injury to my/our child, I will apply our hospitalization and/or accident insurance toward the payment of the expenses incurred and will not look to_____

(Name of School/Parish/Group), or the Roman Catholic Diocese of Greensburg or any of their officers, employees, agents, successors, or assigns for the payment of any medical costs or injury related costs.

In witness whereof, I/We execute this hold harmless and indemnification agreement this_____ day_____ of_____, 20_____.

Parent/Guardian signature

Parent/Guardian signature

Volunteer Driver Information Sheet

Driver

Name _____ Date of birth _____
Address _____ Social security number _____
_____ Phone _____
Driver's license number _____

Vehicle that will be used

Name of owner _____ Year and make _____
Address of owner _____ Model _____
_____ License plate _____
Registration expires _____ Inspection expires _____

If more than one vehicle is to be used, requesting information must be provided for each vehicle.

Insurance information

When using a privately owned vehicle, the insurance coverage is the limits of the insurance policy covering that specific vehicle.

Insurance company _____
Policy number _____ Expiration date _____
Liability limits of policy* _____

*Note: The minimal acceptable liability limit for privately owned vehicles is \$100,000/\$300,000.

Certification

I certify that the information given on this form is true and correct to the best of my knowledge. I understand that as a volunteer driver, I must be 21 years of age or older, hold a valid driver's license, and have the required insurance coverage in effect on any vehicle used to transport students. I also certify that I have no physical disability that may impair my ability to drive safely.

(Signature)

(Date)

**Internet
Acceptable Use Policies
Diocese of Greensburg**

Name of student _____
School _____
Grade _____

Use of the Internet provides great educational benefits to students. Unfortunately, however, some material accessible via the Internet may contain items that are illegal, defamatory, or potentially offensive to some people and contrary to the religious beliefs and moral values of the Catholic church. Access to the Internet is given as a privilege to students who agree to act in a considerate and responsible manner. We require that students and parents or guardians read, accept, and sign the following rules for acceptable on-line behavior.

1. Students are responsible for good behavior on the Internet just as they are in a school building. General school rules for behavior and communications apply.
2. Network storage areas may be treated as school lockers. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should expect that files will be subject to review by appropriate school officials without prior notice.
3. The following are not permitted:
 - Sending or displaying offensive messages or pictures
 - Using obscene language
 - Harassing, insulting, or attacking others
 - Damaging computers, computer systems, or computer networks
 - Violating copyright laws
 - Using another's password
 - Trespassing in another's folders, work, files, or E-Mail
 - Games are prohibited unless assigned by a teacher for educational purposes
 - Intentionally wasting limited resources including the use of "chain letters" and messages broadcasted to mailing lists or individuals
 - Employing the network for commercial purposes
 - Revealing the personal address or phone number of yourself or any other person without the permission from your teacher
 - Use of "chat" rooms which are morally inappropriate and violate Catholic doctrinal or moral teaching
4. Violations may result in a loss of access as well as other disciplinary or legal action.

I have read the rules for acceptable on-line behavior, understand the rules, and agree to comply with the above rules. Should I violate the rules, I understand that I may lose network privileges at my school.

Student Signature _____ Date _____

As a parent or legal guardian of the minor student signing above, I grant permission for the

above student to access networked computer services such as electronic mail and the Internet. I

understand that some materials on the Internet may be objectionable, but I accept responsibility for providing guidance to the above student on Internet use both inside and outside of school setting and conveying standards for the above student to follow when selecting, sharing, or exploring information and media.

Parent or Guardian Signature

Date

Received by Principal (date)

Principal Signature

Use of the Internet

Because of the free growth of the Internet, certain files and sites are considered unsuitable for classroom use. The materials can be illegal, defamatory, or offensive to the religious beliefs and moral values of the Catholic church. Therefore all students who use the Internet must have on file with the principal of each respective school a signed contract entitled Internet Acceptable Use Policies (Appendix 4510.5).

NOTES

**Saint John the Evangelist Regional Catholic School
A Pennsylvania Charitable Trust
52 Jefferson Street
Uniontown, Pennsylvania 15401**

This Parent-Student Handbook is a guide for the students enrolled in Saint John the Evangelist Regional Catholic School. It contains both policies and information to help you understand the basic operational procedures of our school. All school policies are **not** contained in this book. Other policies from the Diocesan Handbook and/or the Educational Department of the State of Pennsylvania are observed in our school.

Please keep your copy of the handbook in a secure, convenient place. We will send home revisions and/or additions as needed.

We ask that you read the handbook and discuss its contents with your child. This handbook constitutes an agreement between school and parent/child in endeavoring to provide a quality Catholic education.

Nothing contained therein is intended to, or shall be construed to, create any contractual obligations, express or implied, on the part of the diocese, parish or school. The contents of the handbook are subject to alteration or modification by the school, as circumstances may require.

The Faculty of Saint John the Evangelist Regional Catholic School