



ASSUMPTION SCHOOL
17 GROVE STREET
MILLBURY, MA 01527
PHONE: 508.865.5404

August 2022

Dear Assumption School Families,

I hope you have been enjoying a safe and restful summer.

***Assumption School opens on Wednesday, August 31st for all students PreK – 8.
This will be a half day for all students, with dismissal at NOON.
There will be NO Extended Day (AM or PM Wednesday and Thursday).
Our regular school day begins at 8:30 AM and ends at 3:00 PM.***

Parents of Pre-Kindergarten students are invited to come to school with their child for an orientation. All Pre-K families need to make an appointment for orientation. *Orientation for PreK 3 is on Wednesday, August 24, 2022. Orientation for PreK 4 is on Monday, August 29th. The office will send out an email with more information on the PreK orientations.*

*Students in Grades K–8 may drop off supplies on Monday, August 29th, from 8:00 – 11:00 AM.
This will also be our “meet the teacher” day.*

The school opens at 8:15 AM and all K-8 students enter the building by the Church side entrance. This will be done the same as carline in the afternoon, where you drive around the building and drop off students. The side entrance will be open between **8:15 AM and 8:30 AM**. The school day will begin with morning prayer and announcements promptly at 8:30 AM. Any student arriving after **8:30 AM** must enter by the main entrance on Grove Street and will be considered **tardy** for the day.

PreK students will also be dropped off at the side door through the carline procedure from 8:30 AM – 8:45 AM. A PreK teacher will be there to meet them. Dismissal for PreK is at 2:45 PM at the church side door. Please park on the street and wait for your child near the garage doors. The same will be done for half day PreK students, leaving at 11:45 AM.

Any adult that needs to come into the building should come to the front door.

Uniform Regulations will be strictly adhered to. Please consult the enclosed Uniform Policy. Also, please sign the form stating that you and your child/ren have read the policy and will abide by these regulations.

Please be advised that students need to bring a lunch from home and we do not have the ability to heat them. Make sure you heat up your child(ren)'s lunch in the morning and put it in a thermos. Milk will be available starting September 6th. An order form is enclosed.

****It is extremely important that we have the most up-to-date information with regards to contacting you, in case of an emergency, to ensure the safety of your child(ren) and to provide accurate information to the staff. Therefore, please complete the Emergency Card(s), Dismissal Form, Service Assessment Form, Medication Order Form (if necessary), Internet Acceptable Use Form, Media Permission Slip, and Extended Day Form and return them to the office by August 26th.**

The Extended Day Program is available to our working families. If you are planning to use before or after school care, complete and return the *Extended Day Form* as well. The cost of Extended Day Before School Care is \$6.00 per child per day and begins at 7:00 AM. The cost of the Extended Day After School Care is \$6.00 per hour per child and closes at 6:00 PM. The Extended Day Brochure is posted on our website, should you have any questions. Please note that Extended Day will be available beginning Friday, September 2nd.

As in the past few years, there will be a \$75.00 fee for Cross Country, Basketball, and Drama. The fees will help defray the costs of running these programs.

Snow Days: This year we will have the first two snow days as true snow days. The make-up days for these are already integrated into our calendar.

For those individuals interested in volunteering for jobs directly involving students (even for class parties), you will need to take a mandatory Safe Environment Training, which is now completed online. You may call the school office at 508-865-5404 for more information. Note that if you have attended a workshop in the past, you do not need to do it again. This is a one-time Diocesan requirement. You will also need to submit to a CORI check and sign the Diocesan Code of Conduct.

Our back-to-school Curriculum Night for all parents will be held on Thursday, September 8th, at 6:00 PM. This is an evening event for parents only. Please make arrangements for childcare.

All communication will be sent via email on Wednesdays. Please watch for these emails that contain important information.

On behalf of all the faculty and staff, I look forward to an exciting and rewarding school year for your children. Thank you for giving us the opportunity to work with you and your families!

Sincerely,

Mr. John Piselli
Principal

Uniform Policies 2022-2023

Students who are out of uniform will receive a Dress Code violation notice.

- Uniforms should not be adorned. Excessive jewelry, hair ornaments, bracelets, pins, etc. are not part of the uniform and should not be worn. Hair accessories such as headbands or scrunchies, should be matching uniform plaid, navy, black or neutral tortoise shell (brown) colored. No large bows or headbands with bright colors should be worn.
- **Make-up** and dangling earrings are not part of the uniform and are not to be worn to school. Nail polish, other than natural, is not to be worn. Due to allergies, cologne or perfume is not to be worn.
- In keeping with our educational atmosphere, all students must have a **traditional** haircut and natural hair color (no highlights or colors in the hair). For boys, hair should not touch the collar or ears. Girls should have a symmetrical cut that does not fall into their eyes.
- Boots (such as snow boots or Uggs), platform shoes, or sandals may not be worn in class at any time.
- Shirts will be tucked in at all times.
- All jumpers, skirts and skorts should fall a maximum of 2 inches above the knee. Please no rolling of the skirts or skorts.
- In order to minimize loss, all clothing items must be clearly marked with the student's name.
- The COMPLETE UNIFORM IS WORN TO AND FROM SCHOOL.
- 3 Dress Code violations will warrant a detention.

REGULATION UNIFORM

Pre-Kindergarten

Pre-Kindergarten students are required to wear the gym uniform and sneakers every day (Please label all clothing)

Boys K-5th:

Navy Pants with inside pockets (No Cargo Pants)

Navy shorts with inside pockets (No Cargo Shorts) (beginning of year until Columbus Day resuming on Patriot's Day until the end of the year)

Black or Brown leather belt (Kindergarten optional)

Light blue, white, or navy long or short sleeve polo with the Assumption Logo

Navy fleece jacket, fleece vest, pullover, or navy V-neck sweater with logo when weather turns cold

Socks: Plain black or white crew or ankle socks (Please no Nike socks)

Shoes: Dress shoes in black or brown or a deck shoe (such as Sperry's) in a color that matches our uniforms (Brown, blue, black, or grey), but no "gym shoe", such as an all-black Van's

*If you choose you may wear the uniform with blue dress shirt with the plaid tie, navy pants, and fleece vest, or fleece jacket

GYM UNIFORM Pre-Kindergarten-8th

Blue gym sweatshirt with logo (No Assumption Hoodies please)

Blue sweatpants with logo

Grey t-shirt with logo

Blue mesh shorts* with logo (beginning of year until Columbus Day resuming on Patriot's Day until the end of the year)

Socks: Plain black or white crew or ankle socks (Please no Nike socks)

Sneakers of your choice

*Shorts may be worn under their sweatpants all year

The official uniform company for Assumption School is:

Allen's Uniform (Regular and Gym Uniforms, and all fleeces and pullovers)

452 West Boylston Street, Worcester, MA 01606

508-853-1993 • www.allensuniforms.com

UNIFORM POLICY ACKNOWLEDGEMENT FORM

We have read and will abide by the Assumption School Uniform Policy for the school year 2022-2023. A parent and all students in Grades 2 through 8 must sign this form. A parent's signature will cover PreK through Grade 1.

Parent Signature: _____

Student Signature: _____

Student Signature: _____

Student Signature: _____

HAPPY NOTE

Help us spend more time on your
Child's education and less time on
Dress Code!

Follow the UNIFORM CODE!

Everyone will be happy!

ASSUMPTION SCHOOL

2022 - 2023

School Calendar

www.assumptionschoolmillbury.org

17 Grove Street
Millbury, MA 01527
Tel: 508-865-5404

Please note:

Dates are subject to change.

August/September

M	T	W	Th	F
29	30	FD	1	2
LD	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

October

M	T	W	Th	F
3	4	5	6	PD
CD	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

November

M	T	W	Th	F
	1	2	3	4
7	8	9	10	VD
14	15	16	17	18
21	22	BR	BR	BR
28	29	30		

December

M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	BR	BR
BR	BR	BR	BR	BR

January

M	T	W	Th	F
BR	BR	4	5	6
9	10	11	12	13
MK	17	18	19	20
23	24	25	26	27
30	31			

Legend

There is NO SCHOOL on the following days:

Sept. 6: Labor Day	LD
October 7: Diocesan Professional Day	PD
Oct. 10: Columbus Day	CD
Nov. 11: Veteran's Day	VD
Nov. 23-25: Thanksgiving Break	BR
Dec. 21- Jan. 3: Christmas Break	BR
Jan. 16: Martin Luther King Day	MK
Feb. 20-24: February Break	BR
Apr. 7: Good Friday	GF
Apr. 10: Easter Monday	EM
Apr. 17-21: April Break	BR
April 28: Diocesan Religious Enrich.	RE
May 29: Memorial Day Observed	MD

Dates of Interest (Subject to Change)

August 29	Meet the Teacher/PreK Orientation
August 31	First Day of School (PreK - Gr 8)
	NOON Dismissal
Sept. 8	Curriculum Night 6:00 PM
Sept. 15	PTG Meeting 6:30 PM
Sept. 23	Hearing Screening
Oct. 6 (14)	Jogathon—(Raindate 10/14)
Oct. 12	School Photos
Nov. 21 & 22	Parent Conferences (1/2 Days)
Dec. 20	Christmas Program 6:00 PM
Dec. 21	NOON Dismissal
Jan. 4	Classes Resume
Jan. 29- Feb 3	Catholic Schools Week
Feb. 17	PreK has NO SCHOOL
March 17	PD Day—Noon Dismissal
May 26	Field Day (6/2 Raindate)
June 16	Last Day of School—NOON Dismissal

February

M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
BR	BR	BR	BR	BR
27	28			

March

M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	PD
20	21	22	23	24
27	28	29	30	31

April

M	T	W	Th	F
3	4	5	6	GF
EM	11	12	13	14
BR	BR	BR	BR	BR
24	25	26	27	RE

May

M	T	W	Th	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
MD	30	31		

June

M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

ASSUMPTION SCHOOL

DISMISSAL FORM

TO: Parents/Guardians
FROM: School Office
DATE: August 2022
RE: Dismissal From School

Child(ren)'s Name(s): _____

Grade(s): _____

To assure each child's safety and a smooth dismissal from school each day, please check one of the following:

_____ My child(ren) (PreK and/or a Kindergartener with no sibling in grades 1-8) is/are picked up at 2:45 PM in **Group 1**.

_____ My child(ren) is/are picked up in carline at 3:00 PM in **Group 2**.
All car pick-ups **must be done** from school property where there is supervision for the safety of our children.

_____ My child(ren) is/are picked up at Extended Day. (Specify days)
____ Mon. ____ Tues. ____ Wed. ____ Thurs. ____ Fri.

_____ My child(ren) walk home.*

*** Only children actually walking to their home or daycare are considered walkers. Walkers will be dismissed at 3:15 PM when the carline is completed.**

PLEASE NOTE: There is no office dismissal at 3:00 PM. On an occasional basis, special arrangements can be made with permission from the office.

Parent's/Guardian's Signature

Date

PLEASE RETURN TO THE SCHOOL OFFICE BY FRIDAY, AUGUST 26, 2022

ASSUMPTION SCHOOL MEDIA PERMISSION SLIP

Dear Parents/Guardians,

At different times parents, school staff or the local media may be photographing or videotaping students at Assumption School. These pictures may be used in the newspaper, in school publications (such as Assumption School's yearbook, newspaper and/or newsletter), or on the school website. We understand that some parents would prefer not to have their child photographed. Therefore, please complete the permission slip below for each of your children to inform us of your wishes in this regard. Thank you for your cooperation.

Please complete, detach & return to the school office by Friday, August 26, 2022.

My child(ren), _____, in grade _____

(Please print)

_____, in grade _____

(Please print)

_____, in grade _____

(Please print)

_____, in grade _____

(Please print)

☐ has/have permission to be photographed and/or videotaped at Assumption School for the 2022-2023 school year.

☐ does/do not have permission to be photographed and/or videotaped at Assumption School for the 2022-2023 school year.

Parent's/Guardian's Signature _____

Date _____



Assumption School
17 Grove Street
Millbury, MA 01527
Tel 508.865.5404

MONDAY MASS at ST. BRIGID'S CHURCH

Dear Assumption School Parents,

At times, throughout the school year, Assumption School's Monday Morning Mass at 9:00 AM, will be held at St. Brigid's Church. We will be using both churches for Mass. The students will walk to St. Brigid's with teachers and staff, and return right after Mass. This permission slip will cover the whole school year.

Please sign and return the permission slip below to the school office by Friday, August 26th.

✂

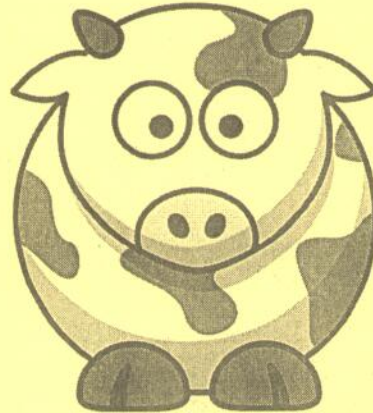
Assumption School Mass at St. Brigid's Church Permission Slip

I/We, the parent(s)/guardian(s) of _____,
in grade _____, request that Assumption School allow my/our son/daughter to walk to St. Brigid's Church for Monday Morning Mass at various times throughout the school year. We hereby release and save harmless Assumption School and any and all of its employees/volunteers from any and all liability for any and all harm arising to my/our son/daughter as a result of this trip.

Parent's/Guardian's Signature: _____

Date: _____

MILK



We will start serving milk at lunches on Tuesday, September 6th, for those students who purchase milk through the school office. Students will have a choice of 1% white or chocolate milk, at a cost of \$.50 each. Please fill out the order form below and return to school with payment by Friday, August 26th. Milk is \$85.00 for the year. Please make checks payable to: Assumption School.

Student Name: _____ Gr: ____ Full Year: ____ Half Year: ____

Student Name: _____ Gr: ____ Full Year: ____ Half Year: ____

Student Name: _____ Gr: ____ Full Year: ____ Half Year: ____

Student Name: _____ Gr: ____ Full Year: ____ Half Year: ____

Total Enclosed: \$ _____

*In order to try to have the proper inventory, would your student typically buy
Chocolate or White Milk? _____*



Extended Day Program

Registration 2022-2023

The start date for the Extended Day Program will be Friday, September 2, 2022.

Please list the names of all children who will attend the Extended Day Care Program:

Name: _____ Grade: _____

Name: _____ Grade: _____

Name: _____ Grade: _____

Name: _____ Grade: _____

Mother's Name: _____

Home Phone: _____ Cell: _____ Work: _____

Father's Name: _____

Home Phone: _____ Cell: _____ Work: _____

Address of Student(s): _____

I need Before School Care (available from 7:00 AM to 8:15 AM):

___ Monday ___ Tuesday ___ Wednesday ___ Thursday ___ Friday

I need After School Care (available from 3:00 PM to 6:00 PM):

___ Monday ___ Tuesday ___ Wednesday ___ Thursday ___ Friday

Approximate pick-up time: _____

Please continue on reverse side....

**ASSUMPTION SCHOOL SERVICE ASSESSMENT FORM
2022 - 2023**

PLEASE PRINT and return to the school office by Friday, August 26, 2022.

Father's Name _____ **Home Phone** _____
Indicate choice(s) below by x

Work Phone _____ **Cell Phone** _____

Occupation _____ **Hobbies/Talents** _____

Mother's Name _____ **Home Phone** _____
Indicate choice(s) below by ✓

Work Phone _____ **Cell Phone** _____

Occupation _____ **Hobbies/Talents** _____

Please complete this Assessment Form and return it to the school office. This form lists many of the volunteer opportunities available to fulfill the 20 hours of service required at Assumption School in lieu of the \$ 1000.00 service fee. Please indicate those duties/services you would be able to provide. In some cases you will receive a sign-up sheet during the year and at times we will contact you personally.

☐ Work on Various Social Events (Examples: Dances, Movie Nights, Halloween Party, Fun Fair, Chain of Lights)

Social Event(s): _____

☐ Work on Fundraising Events (Examples: Candy Sale, Golf Tournament, Jogathon, Calendar Raffle, Meat Raffle)

Fundraising Event(s): _____

☐ *Recess Duty (11:40 - 12:20): Mon. ☐ Tues. ☐ Wed. ☐ Thurs. ☐ Fri. ☐

☐ Milk Pick up (Varies by week)

☐ Building Maintenance: ☐ Spring Vacation ☐ Summer Vacation ☐ Other: _____
☐ Painting ☐ Window Washing (Indoors)

☐ Office/School Work: ☐ Uniform Swap Organizer

☐ *Monitor Club (afterschool activity): ☐ Cross Country ☐ Drama ☐ Newspaper
☐ Other: _____

☐ *Coaching Basketball (Circle One): Boys/Girls, Grade ____ / ____ *Transport students to/from Sports Practices
(immediately after school)

☐ Other (specify): _____

***All volunteers for these activities are required to participate in a Safe Environment Workshop and have completed a Code of Conduct and CORI check.**

IMPORTANT! OVER →

August 2022

Assumption School

Internet Acceptable Use Policy

In order to enhance the philosophy of Assumption School, that education should prepare students for their role as Christian men and women in society, it is a necessary part of the educational process that all students should have the opportunity to develop skills in using computer technology. The technology of the computer network is defined as both hardware and software, the local area network, furniture, and all transmitted information. Transmitted information includes but is not limited to: web browsing, FTP, electronic mail, and any other information retrieval via the Internet.

Use of technology at Assumption School is not a right but a privilege that is extended to all students as a means to enhance their learning experiences. Students will broaden their global horizons and discover a vast scope of information and experience. Learning through interaction with technology will introduce/furnish students with many skills/networks later required by the evolving business and educational community. Assumption School is pleased to offer this opportunity to our students.

Therefore, Assumption School students agree to adhere to the following guidelines:

- ◆ The Internet is available to students for academic purposes only. Use of the network must be related to assignments or classwork assigned and/or approved by the Assumption School faculty. Special permission for non-academic Internet searches must be obtained from the teacher on a case to case basis depending on need and reason, if time allows, particularly for those who do not have Internet access at home.
- ◆ Students will be aware that use of the Assumption School technology network and Internet is a privilege, not a right.
- ◆ In sending email, etc., students should always be polite and use appropriate language at all times.
- ◆ Students must never reveal personal information about themselves or others, such as address, telephone number, social security number, etc.
- ◆ Student installation of software on any system is prohibited. Students must never tamper with the systems nor access, change, or delete any file that is not theirs. Students must respect the privacy of others.
- ◆ Transmission and viewing of any material in violation of any U.S. or state regulation is prohibited. This includes but is not limited to threatening or obscene materials. The use of the computer to view or transmit any information generally considered inappropriate in a Christian learning environment is not allowed.
- ◆ Plagiarizing copyrighted material is expressly prohibited.
- ◆ Use of the network for any commercial or illegal activities by students is prohibited. If Assumption School incurs a cost due to student negligence or use, the student will be held responsible for the cost.



ASSUMPTION SCHOOL

Acceptable Use Policy Agreement for Students in Grades K-3 Student/Parent/Guardian Agreement

The following form is to be completed by a parent or guardian: (please print)

I, _____, parent/guardian of

(and)

(and)

give permission for my child(ren) to go on acceptable interactive websites for students to access when given permission by the teacher.

The following is a sample list of some of Assumption School's acceptable sites:

- Norad (tracking Santa)
- starfall.com
- spin and spell.com
- pbskids.org
- funbrain.com
- northpole.com/academy (Christmas)

Please check **one**:

___ I hereby request that my child(ren) have Internet access at Assumption School. I also hereby indemnify and hold harmless The Diocese of Worcester and Assumption School from any claim or loss resulting from any infraction by the student of the policy or any applicable law.

___ I do not wish my child(ren) to have Internet access at Assumption School.

Signature of Parent/Guardian: _____

Date _____



ASSUMPTION SCHOOL

Agreement for the Use of Computers and Telecommunications Parental Consent Form

Assumption School has chosen to permit student access to computer and telecommunication resources to further its educational goals and objectives. Reasonable care has been taken to assure the appropriateness and educational quality of the material available through the use of educational software and telecommunications. However, parents and guardians are warned that Assumption School and the Diocese of Worcester do not have total control of the information on the Internet. Parents and guardians are the primary authority responsible for imparting the standards of ethical and legal conduct their child should follow. Therefore, Assumption School supports and respects each family's right to decide whether or not their child may have access to this resource.

1. I am the parent/guardian of the below named student. I have read the Acceptable Use Policy for Computers and Telecommunications and I have either explained to my child or I have assured myself that he/she understands it. I also understand my own and my child's responsibilities regarding computer hardware, software and Internet access at Assumption School.

2. Please check one:

____ I hereby request that my child have access to, and use of, the telecommunications resources at Assumption School. I also hereby indemnify and hold harmless The Diocese of Worcester and Assumption School from any claim or loss resulting from any infraction by the student of the policy or any applicable law.

____ I do not wish my child to have Internet access to, or use of, the telecommunications resources at Assumption School.

Name of Student(s) (Please print)	Grade
Name of Student(s) (Please print)	Grade
Name of Student(s) (Please print)	Grade
Name of Parent /Guardian (Please print)	
Parent's/Guardian's Signature	Date



ASSUMPTION SCHOOL

Agreement for the Use of Computers and Telecommunications Student Contract for Grades 4-8

I have read the Acceptable Use Policy for Computers and Telecommunications. I understand its significance and I agree to voluntarily abide with all terms and conditions of it. I further understand that violation of this agreement would be unethical and might even constitute a criminal offense. Should I choose to violate this agreement, my privileges will be revoked and disciplinary action and/or appropriate legal action may be taken.

Name of Student (Please print)	Grade
Student's Signature	Date
Name of Student (Please print)	Grade
Student's Signature	Date
Name of Student (Please print)	Grade
Student's Signature	Date



ASSUMPTION SCHOOL
17 GROVE STREET
MILLBURY, MA 01527
PHONE: 508.865.5404

Dear Parent/Guardian,

I would like to inform you of the policy that Assumption School has in place to ensure the health and safety of the children needing medication during the school day. Our school requires that the following form **MUST** be on file in your child's health record before we begin to give medications at school.

Signed Medication Order – completed by your child's prescribing health care provider: MD/NP **and** by you.

Medication must be delivered to the school in a pharmacy or manufacturer labeled container by you or a responsible adult whom you designate. Please ask your pharmacy to provide separate bottles for school and home. No more than a 30 day supply should be delivered to school and please check the **expiration date** on all medication.

The first dose of a new medication will not be administered by the school nurse.

In the event your child needs prescription medication during the school day, please act quickly to follow this policy. We can then begin to give the needed medication in a timely manner.

If your child has medication this year, please pick up the medication by the last day of school. Medication cannot be stored in school during the summer months because of extreme fluctuation in temperature. Any remaining medication will be discarded.

Thank you,

Suzanne M. Dwinell, RN
School Nurse



ASSUMPTION SCHOOL

PART A: To be filled out by Licensed Prescriber

Name of Student: _____ Date of Birth: _____

Office Telephone Number: _____

Name of Medication: _____

Route: _____

Dose: _____

Frequency: _____

Time: _____

Date of Order: _____

Discontinuation Date: _____

Diagnosis: _____

Any other medical condition(s): _____

Additional Information:

1. Special side effects, contraindications, or possible adverse reactions to be observed: _____

2. Other medication being taken by the student: _____

Signature of Licensed Prescriber: _____

Part B: To be filled out by Parent/Guardian

1. I give permission for the school nurse to administer medication as per this medication order.
YES _____ NO _____

2. I give permission for the school nurse to instruct a trained, responsible adult in administering the above – mentioned medication to my child on field trips.
YES _____ NO _____

3. I consent that my student may carry *emergency* medication at school (i.e. EpiPen, inhaler, insulin).
YES _____ NO _____

Parent/Guardian Signature: _____ Daytime Phone: _____