

Parent and Student Handbook

Sr. Maureen McDade, Principal

Msgr. Steven Camp, Pastor

ST. PATRICK'S SCHOOL

Nursery through Eighth Grade

360 Main Street
Huntington, New York 11743

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STATEMENT OF PHILOSOPHY

Based on the belief that God has created humanity as a fitting vessel for divine life and has given that divine life to humankind most fully in the person of Jesus Christ, we affirm that the human person must be challenged and enabled to grow to wholeness through relationship to Jesus Christ and other persons.

It is in the atmosphere enlivened by the Gospel spirit of justice and charity that the child will be drawn to know himself/herself as an intelligent, creative, responsive, responsible, and loving being whose potential for greatness goes beyond himself or herself. It is in the Christian Community of the school that he/she will know himself/herself and other persons as fragile, sensitive, joyful, playful, and worthy of respect. Children need one another; the gift of self to others leads to a true knowledge of self.

The curriculum of St. Patrick's School encompasses this philosophy and seeks the education of the whole child. The goals of our curriculum seek to recognize and meet the individual needs of all students through academic challenge, development of leadership, individual creativity, and Christian responsibility. All aspects of the curriculum are ultimately directed to God and how the child learns to love and respect life, beauty, and his/her physical growth. The educational process leads young people to choose Christian values, since the person of Christ is the model they come to know as the perfection of all that is human. Through the development of self-discipline, self-motivation, and self-reflection, students learn critical thinking, and prophetic decision making, thereby becoming prepared to cope with life. Ultimately, students will be able to immerse themselves completely in life and bring new hope for the future in the imitation of Lord Jesus.

Mission Statement

Our students, the adult Catholics of the 21st Century, will possess the skills, attitudes and values necessary to be contributing members of society.

Because of their deep reverence for all of God's creations, students will share their gifts and talents in promoting a sense of respect, dignity, and equality for all — especially for the poor and needy.

Their strong belief in the providential love of God will enable them to face the challenges and responsibilities associated with this complex technological age.

DISCIPLINE

The primary right and duty of education rests on the parents. When you send your child to school, you are delegating some of your teaching authority to the school. Parents must, while their child is in school, support the authority of the school, and be alert to see that this authority is not abused.

Discipline must be founded on Gospel values and rooted in Christian theological principles. At St. Patrick's School, our discipline system is viewed as an extension of our ministry to the student. As such, the school ministers on the first level in the interpersonal relationship between teacher and students. The teacher in the classroom leads and directs the student to a mature understanding of the relationship between efficient work habits, personal responsibility, and academic progress. Honor and respect shall be shown to all teachers as an extension of the honor and respect shown to parents whom they represent. Any conduct disruptive of a good learning environment will not be tolerated.

The ultimate goals of learning are self-discipline, a sense of responsibility, and self-direction. Helping the students grow in these areas should be the constant aim of both parents and teachers. Therefore, the Christian values of respect, justice, honesty, and truthfulness must be instilled in our students both in school and at home.

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

In an effort to achieve the good order and respect that is consistent with the values of St. Patrick's School, a system of Infractions and Detention has been instituted for grades Kindergarten through Eighth. Specific use of any disciplinary action will be age appropriate.

The following procedure will be followed:

- An Infraction/Detention may be issued by faculty.
- The Infraction/Detention signed by the teacher will be given to the student to deliver to his/her parents. The pink copy is detached and sent to the office.

- The Infraction/Detention remaining two copies are signed by the parents. The parents keep the yellow copy. **The Infraction/Detention remains in effect signed or not.**
- The white copy is returned to school to the homeroom teacher.
- Three infractions of any kind result in detention. Infractions are cumulative from Sept. to June. A detention notice will be given to the student informing him/her of the day and time the detention will be served. This notice must be signed by the parents and returned to school.
- Detention will be served on Wednesday from 2:05 to 3:05 PM. A student who receives a third detention will serve it in a custodial capacity for an additional 15 minutes. For every detention after the third, 15 minutes will be added and it will be served in a custodial capacity.

Students will receive infractions for disregard of school rules. Some but not all of these are as follows:

- Disruptive behavior in class
- Chewing gum
- Pushing, tripping, or shoving which may cause injury to another student
- Use of vulgar language
- Uniform not complete (tie, belt, vest, sneakers instead of shoes, school sweater or sweatshirt)
- Improper gym uniform (only uniform gym shirts, shorts or sweat suits may be worn)
- Improper conduct at lunchtime (both in the cafeteria and the school yard)
- Disruptive behavior on the school bus
- Boy's hair should not reach the collar of the shirt, nor extend over the ears or eyebrows. Non-compliance will result in an infraction.
- Failure to complete homework assignments (this also includes not having tests signed and not having the proper books and materials for class). **Each teacher will set up her/his own infraction policy in regard to this matter. The teacher will inform the students and parents of this policy.**

- **Violation of a dress down day or the use of a N.U.T. pass will result in an infraction. A third infraction of this kind will cause the student to forgo participating in any other dress down day or use his/her N.U.T. passes for the school year.**

Detentions

Students will receive DETENTION(S) for serious lack of responsibility and disregard of school rules. Some but not all of these serious situations include:

- **Cell phones and/or internet capable watches are not permitted in school and/or the bus at any time or for any reason. The phone or watch will be confiscated until it is picked up by a parent.**
- Disrespect for any member of the faculty, school staff, lunch parents, (i.e. answering back in a rude manner, obscene gestures, cursing).
- Fighting in class, halls, school yard, and buses. **All parties involved will serve.**
- Bullying words and/or actions
- Lying
- Leaving school property
- Cheating, stealing, and forgery. Anyone who cheats on a test will receive a failing grade for that test.
- Wearing make-up, lipstick, eye make-up, etc. Hair dying and /or highlighting
- **iPods are only permitted in the 7th and 8th grades. Parents will be asked to give permission. iPods may only be used on the bus and during recess. They must be kept in lockers when not in use. The iPods are your child's responsibility.**
- **Anyone who receives three detentions for behavior will be suspended. A conference with the parents will take place to discuss further actions.**

Bullying

Bullying is never acceptable at any time or age.

A bully is a person who is habitually cruel to others who are weaker (Merriam-Webster). They use words or actions to browbeat or intimidate another person. If a child is being bullied, please contact the teacher and the administration. Please do not contact the other child's parents. Bullies will receive detention and be handled appropriately by the administration.

Vandalism

Vandalism is a serious offense and it will not be tolerated. This includes writing and/or marks on the classroom walls, halls, bathrooms, doors, bulletin boards, desks, textbooks, or destroying any part of the buildings, windows, screens, and air conditioners. If a student is found in violation of any form of destruction of school property, that student will be mandated to clean up the damage / pay for the damage he or she caused, and be detained after school in a custodial capacity. No student will be excused from this assignment. The number of hours served will be determined by the principal.

A second offense of vandalism will result in a two-day, in-house suspension whereby the student will complete school work in a separate location in the school. In addition, the suspended student will clean up, pay for the damage, and serve detention in a custodial capacity. The number of hours will be doubled from the first time served.

If a third offense of vandalism occurs, it will result in immediate expulsion.

Suspension and/or Expulsion

Suspension and/or expulsion from school is employed by the principal for very serious reasons. Some but not all of these are as follows:

- Possession or use of illegal drugs and/or alcohol– **Expulsion**
- Possession of e-cig/vaping pen– **Suspension for two days-Repeat– Expulsion**
- Possession or use of weapons, or dangerous items, or substances– **Expulsion**
- Violent behavior directed toward another student and/or teacher– **Suspension**
- Physicality between students- **Suspension**

A conference with the principal, parents, and student will be held to determine further disciplinary action, readmission to school, or expulsion. If one of the above offenses is repeated, the student will be expelled immediately.

We are well aware that when disciplinary measures are taken, they will be effective only if we have the parents' wholehearted cooperation. Your attitude and respect for school authority and your appreciation of our efforts is reflected in the attitude of your child.

POLICY PROHIBITING SEXUAL AND OTHER HARASSEMENT:

The Education Department of the Diocese of Rockville Centre and all schools within the diocese are committed to a work and learning environment in which all individuals are treated with respect and dignity, free from all forms of discrimination. Sexual harassment, or harassment, directed at a student's or an employee's race, creed, color, religion, national origin, ancestry, age, sex, marital status, military status, sexual orientation, disability or any other personal characteristic protected by law is unlawful and has no place in our schools or our Department and is strictly prohibited. It is our policy that every employee and student has the right to work and learn free of harassment, sexual or otherwise. This policy applies equally to men and women, boys and girls, persons of the same and opposite sexes, students, employees, administrators, supervisors, co-workers, vendors and other visitors. Therefore, it is everyone's responsibility to ensure that immediate and appropriate corrective action is taken as a response to known or suspected incidents of harassment. If a teacher, student, or other individual believes that the individual has been the subject of harassment in violation of this policy, whether sexual or otherwise, or has observed what the individual believes to be such harassment, the individual is responsible to report the situation directly as noted in the Diocesan complaint procedure.

One of the most common misconceptions and mistakes is to believe that if there is no intent to harass, there is no harassment; the law and Diocesan policy do not address intent. Both prohibit gender-based conduct which is unwelcome and would be offensive to a reasonable person. Severe conduct, or even lesser conduct that occurs repeatedly, or after explicit objection, regardless of intent, violates Diocesan policy.

Prohibited Harassment:

Examples of harassment which may violate this policy include verbal (including improper joking or teasing) or physical conduct that demeans or shows hostility or aversion towards an individual because of these protected attributes and that

- (1) has the purpose or effect of creating an intimidating, hostile or offensive working or learning environment as defined by law, or
- (2) has the purpose or effect of unreasonably interfering with an individual's work or educational performance; or
- (3) otherwise adversely affects an individual's employment or educational opportunities.

Sexual Harassment Prohibited:

Conduct, which constitutes sexual harassment, will not be tolerated. While it is not easy to define precisely what type of conduct could constitute sexual harassment, examples of prohibited behavior include unwelcome sexual advances; requests for sexual favors; obscene gestures, displaying sexually graphic magazines, calendars, or posters; displaying sexually explicit email or voice mail, and other verbal or physical conduct of a sexual nature, such as uninvited touching of a sexual nature or sexually– related comments. Depending upon the circumstances, the conduct can also include sexual joking, vulgar or offensive conversation or jokes, commenting about another person's physical appearance, conversations about the individuals own or someone else's sex life, teasing or other conduct directed toward a person because of his or her gender, which is sufficiently severe or pervasive to create an uncomfortable and hostile working or learning environment. The forms of harassment listed are examples for clarity and not to be an all – inclusive list.

Complaint Procedure:

Any employee or student who feels he/ she is being subjected to or witness to unlawful harassment should immediately speak to the principal or any school administrator or representative of the Diocesan Department of Education with whom the individual feels comfortable. If the teacher or student is unsure of whom to raise an issue of harassment, or if the individual has not received a satisfactory response within seven (7) calendar days after reporting any incident of what he/she perceived to be harassment, the individual should immediately contact the Superintendent of Schools. Every report of perceived harassment will be promptly and fully investigated and corrective action will be taken where appropriate. Confidentiality will be maintained to the maximum extent possible. In addition, Diocesan policy prohibits any form of retaliation against individuals who report unwelcome conduct or who cooperate in the investigation of such reports in accordance with this policy. The law and Diocesan policy protects these employees from dismissal, demotion, suspension, or negative performance evaluation. Any acts or retaliation should be reported immediately and will be promptly investigated.

SCHOOL POLICIES

School Hours:

School is in session from 7:40 AM to 2:00 PM. The school office is open between 6:30 AM and 3:00 PM. When calling the administration, please state the reason for your call.

VIRTUS Program:

VIRTUS is a Diocese of Rockville Centre program designed to increase public awareness about how to further protect God's children. This program is required of all adults who are responsible for children in a school setting. This includes parents / caregivers who volunteer for class trips, lunch duty, and any other volunteer task in which an adult is giving supervisory responsibilities over children. Information is available on the school website and the DRVC website at www.DRVC.org.

Procedures:

Bus transportation is provided for most of our students. Please try to encourage your child/children to use the bus regularly. If the need arises and you have to drive your child/children to school, please enter the school yard through the top entrance and follow the buses down and drop off your child/children near the building. Please do not get out of your car to open the door; your child/children must let themselves out of the car. Please do not park in the school yard and walk your child/children into the school. This causes confusion and walking through the line of buses and cars is dangerous to you and your child/children..

If you need to come to school during the day, please park in the upper part of the yard, or in the church parking lot. Please do not park in the lower part of the yard, as that is needed for playtime, fire drills, etc. Also, please do not move the gates from the entrance to the school yard.

- **No student will be dismissed prior to 2:00 PM without a notice sent to the office prior to 12 noon.**

At dismissal, all children being picked up by parents will exit the door on Main Street.

All parents must wait outside for their children. Please do not use the lobby to pick up your children. If you are picking up your child/children, a dated note should be sent in to the office on that day. Please DO NOT send emails about dismissal to the teacher.

If changing a standing dismissal procedure, a note can be sent to the teacher (prior to the day).

Please inform your child/children of how they are going home before they come to school, as sometimes this causes confusion at the end of the day. If an emergency arises and you need to call school to inform your child/children of a change in transportation, a written and/or faxed note must accompany your request. If your child/children is/are going home with another parent, please send in a note to the teacher.

Attendance:

Regular and punctual attendance at school is essential to each child's continuous intellectual, social, and psychological growth. Education is a long range sequential process and is hampered by unnecessary absence or frequent tardiness.

The New York State Educational Law states that absence from school for the following reasons is excusable: personal sickness, death or sickness in the family, impassable roads or weather making travel unsafe, religious observance, quarantine, approved educational trips, required presence in court, attendance at organized clinics, and remedial health treatment. Absence for any other reason is illegal and must be so marked on the pupil's official record.

Please do not plan a vacation when school is in session. This is considered an illegal absence. If you absolutely need to plan a vacation during school, please discuss this with your child/children's teacher. All work will be made up when the child returns to school. **Please make every effort to schedule medical appointments after school hours**, as this disrupts the continuity of the school day for your child. If your child will not be in attendance at school on a specific day, **you must phone the school office between 7:30-8:30 AM at 385-3322 x-252 or 253.**

After absences, your child must return to school with a note and the reason for the absence. If the note is not sent, it will be considered an unexcused absence, as mandated by NYS.

This note, signed by the parent, gives the date(s) and the reason for the absence. If the note is not sent in, the teacher will call to remind the parents. This is mandated by NYS.

Lateness:

A student who arrives after the 7:40 bell is late. All students must report first to the main office if they arrive after this time. A late pass will be issued, and it will be recorded on the

attendance register and report card.

Field Trips:

Educational class trips are an important part of your child's learning. They broaden the perspective of the child and enrich his/her understanding of the material that is presented. The teacher will communicate to the parents the mechanics of each trip. We ask you to please consider allowing your child to attend the class trips that are available for each grade level.

Failure to attend a field trip is considered an absence from school.

The teacher will arrange for chaperones for each trip. Some trips, by their nature, encourage many chaperones to attend, while others limit the amount of chaperones. Our teachers will try to include the parent who wishes to attend a trip being mindful of giving all parents an opportunity to attend. Please consider allowing your child to attend a trip with or without you.

DRESS CODE

DRESS DOWN DAYS—ALL GRADES K-8. THIS ALSO INCLUDES THE USE OF N.U.T. PASSES

- **NO SHORT SHORTS MAY BE WORN, Bermuda shorts and or pants.**
- **NO TANK TOPS OR TOPS WITHOUT SLEEVES, OR OFF-THE SHOULDER TOPS, NO LOW CUT SHIRTS.**
- **NO UNDERGARMENTS MAY BE VISIBLE, AND THE MID-SECTION MUST BE COMPLETELY COVERED.**

- NO JEANS WITH HOLES MAY BE WORN EVEN IF YOU PURCHASED THEM THAT WAY.
- NO PAJAMA BOTTOMS OR TOPS.
- NO TEE SHIRTS WITH SLOGANS WITH A DOUBLE MEANING OR DECALS THAT ARE ASSOCIATED WITH VIOLENCE.
- NO FLIP-FLOPS OR SLIP-ON SHOES MAY BE WORN AT ALL.
- N.U.T PASSES MAY NOT BE USED ON DAYS SCHEDULED FOR SPECIAL EVENTS OR LITURGICAL CELEBRATIONS.

AN INFRACTION WILL BE SENT HOME FOR A VIOLATION OF A DRESS DOWN DAY OR THE USE OF A N.U.T PASS. A THIRD VIOLATION WILL CAUSE THE STUDENT TO FOREGO PARTICIPATING IN ANY OTHER DRESS DOWN DAY OR USE HIS/HER N.U.T PASSES FOR THE REMAINING SCHOOL YEAR.

All students are to be in full uniform each day unless a special occasion announced by the principal indicates otherwise.

Complete uniforms are worn from September to June.

Students who do not conform to the Dress Code will receive an Infraction. If for some unusual reason a student must come to school out of uniform, the **parents must send a note to the teacher explaining the reason. Verbal messages from a student will not be accepted.** Parents will be called if a student does not have the proper uniform and a note.

Girls:

Grades Kindergarten – 4

Plaid uniform jumper

White Peter Pan blouse (short or long sleeve)

Blue tie

White or navy socks or tights

Navy cardigan or crew neck pullover sweater, school sweatshirt, or fleece . **No other sweatshirt may be worn in school.**

Sneakers only on gym days

Shoes – Black shoes must be purchased from Flynn and O'Hara

Boots may be worn to and from school, however shoes must be worn during the entire school day.

Grades 5th – 8th

Plaid uniform skirt 5th & 6th length may not be shortened

Plaid uniform skirt 7th & 8th length may not be shortened

White button down Oxford shirt (short or long sleeve)

Navy vest 5th & 6th

Green vest 7th & 8th

Navy V-neck pullover sweater, school sweatshirt, or fleece– **No other sweatshirt may be worn in school.**

White or navy crew socks, knee socks, or tights

Shoes – Black shoes must be purchased from Flynn and O'Hara.

Boots may be worn to and from school, however shoes must be worn during the entire school day.

Sneakers only on gym days

Girls are to wear their skirts/skorts at an appropriate length, no shorter than one inch above the knee or longer. **No makeup of any kind is permitted. (Girls are permitted to wear one pair of earrings, one bracelet, one chain).** Leather neck collars are not permitted.

December through March, girls may wear pants or pajama pants under their jumpers or skirts to and from school and during recess. **They must be removed while the girls are in the classrooms.**

Boys: K-8

Green uniform pants belt– K-4

Khaki uniform pants, belt– mandatory 5-8

White button down Oxford shirt (short or long sleeve)

Green cardigan or V-neck pullover sweater.

School sweatshirt or fleece– **No other sweatshirt may be worn in school.**

White, navy, or green socks only

Black shoes – purchased from Flynn and O'Hara

no work boots – sneakers worn on gym days

Plaid uniform tie K-6

Green and gold tie 7th & 8th

Boys are not permitted to wear earrings, chains, or leather collars.

Boys' hair must be neatly groomed which means the hair is not to reach the collar of the shirt nor extend over the ears or eyebrows. Non-compliance will result in an infraction.

Boys & Girls: Hair dying and/or highlighting is **forbidden**.

GYM UNIFORM

Boys & Girls

Grades Kindergarten – 8

Students wear their gym uniforms and sneakers (not regular uniforms) on gym days. During the cool months, students wear their gym sweatshirts and sweat pants.

St. Patrick's sweat suit, jacket, and pants Grades 5-8

Gym shirt with St. Patrick's monogram (not a team shirt)

Hunter mesh shorts

All items are to be purchased from the uniform company – if they need to be replaced during the year, please purchase them from that company.

Sneakers – Sneakers may be worn only on gym days.

Gym sneakers are protective gear; fashion sneakers are not permitted.

Students who do not wear the complete gym uniform will not be allowed to participate in gym class. Students not in gym uniform will be penalized. Students may be exempt from gym class only with a doctor's note submitted to the school nurse.

NOTE: All school and gym uniforms must be ordered from Flynn and O'Hara

ACADEMIC STANDARDS

Homework

Homework is assigned for the purpose of extending student interests and to provide reinforcement of skills developed in the school program. At the same time, it is also a process which can encourage the development of responsibility, self-discipline, and the ability to work independently.

Homework is a natural extension of the daily classroom learning process. The natural degree of home study requirements will vary with each grade level, subject area, individual class, and individual learner. Parents are urged to offer proper support and guidance to their children completing homework assignments.

When your child is ill, please arrange to obtain the homework assignments from a responsible classmate or call the school office prior to 9:00 AM. After 2:00 PM of the day the office was notified, the books and assignments may be picked up at security.

Curriculum

St. Patrick's School follows the NYS Next Generation Learning Standards in conjunction with diocesan curriculum guidelines. We have adapted the Engage NY modules to be integrated with our curriculum to meet our high academic standards and the Catholic Identity which makes St. Patrick's alumni so successful.

Religion is the core of the curriculum, including the teachings of Catholic doctrine, tradition, school liturgies, and prayer services for special occasions.

Departmental programs are in effect in grades 5-8. Continuing developments in reading skills and reading for pleasure, as well as literature appreciation is provided in grades K-8. Technology is integrated into the curriculum as an interdisciplinary tool in subject areas.

Special Education and Remediation Services

Students who are in need of special educational services for speech, learning disabilities, attention deficit disorder, etc. can be referred by a parent or a teacher to a child study team to develop interventions to assist the student. Educational screening or testing may be appropriate to determine if resource assistance is needed. If your child receives Special Education Services from Huntington School District, a letter requesting services must be submitted to the District by June 1st.

Promotion Policy

In an effort to maintain the scholastic and academic excellence of our school and to encourage each child to develop spiritually, intellectually, physically, and socially, the following Promotion Policy will be followed at St. Patrick's School:

A student in grades 1-7 failing two or more major subjects may be retained unless the child was retained in a previous grade. A student in the 8th grade whose academic records indicate in April that there is a strong possibility that he/she is in danger of failing two or more major subjects must request and satisfactorily complete additional assignments prior to graduation.

New York State Tests

4th Grade— English Language Arts— April 19th—April 23rd, 2021

6th Grade— English Language Arts— April 19th—April 23rd, 2021

4th Grade - Math - May 3rd - May 7th, 2021

6th Grade - Math - May 3rd - May 7th, 2021

4th Grade Science Performance -May 26th, 2021

8th Grade Science Performance--May 27th, 2021

4th & 8th grades Science Written -June 7th, 2021

High School Placement Test

This will be administered on October 31st. A make-up test date is also scheduled for November 7th. The purpose of the test is to gain admittance into a Catholic High School. In order to assist parents and students in their choice of high schools, Open House programs are held by the high schools prior to the test.

PARENT-TEACHER CONFERENCES

Parent-Teacher Interviews

The conferences are scheduled in December and March upon completion of the first and second trimester of the school year. These conferences provide the opportunity for parent and teacher to share the child's educational growth, experiences, attitudes, concerns, and successes.

Individual conferences may be requested by communicating with the grade or subject teacher so that a mutually convenient appointment may be arranged. The school office is most willing to assist in any way possible to facilitate these conferences.

Please do not hesitate to call the administration or any member of the faculty of St. Patrick's School for an appointment to discuss any matter of concern you might have regarding your child's educational progress.

Visitors

We ask that all visitors report to the Parish Center Security Door and sign in. No parents are permitted to visit a classroom without a teacher's prior knowledge. Please come to the Parish Center when picking up or dropping off your child for any reason. If you are meeting with a teacher after school, please wait in the main school lobby until the last bus has been called and then proceed to the classroom.

Telephone:

Students are **NOT** permitted to use any phone without permission from the office.

Lunch Duty:

Parents are responsible for becoming involved in the lunch program. Guidelines for lunch duty will be given to the parents in September. They will be posted on classroom bulletin boards also. Lunch duty schedules will be distributed. Cooperation in this matter offers better service to your children. Compliance is mandatory. Please sign in at security..

TRANSPORTATION

3-Year-Olds AM Session 8:20 - 12:40

Pre-K: Full Day 8:20 - 1:40

Children should be dropped off and picked up promptly. The pick-up person should be known by the teacher. **Uniforms will now be worn for all Nursery and Pre-K students. The children will wear a gray tee shirt and green shorts for the fall and spring months and the green sweatshirt and pants for the months in between.**

Kindergarten – 8th

Transportation to and from school is provided by the district of residence for grades K through 8th. All students are expected to go home on their own school bus or be picked up by a parent or guardian. **No student is allowed to ride a bus outside his/her home district.** The students may not go into town. Behavior at school bus stops is a mutual concern. School authorities make every attempt to cooperate with local residents in maintaining order and control of students at bus stops. In order to maintain safety and punctuality for all students who ride the buses between school and home, **we solicit the cooperation of all parents in helping their children understand and observe the following rules of good bus conduct:**

- Be at the bus stop on time.
- Respect private property at and near your bus stop.
- Go directly to your seat; remain seated until the bus stops.
- Do not put books and other items in the aisle of the bus.
- Recognize the authority of the bus driver; do not distract him/her.
- Keep hands, arms, and head inside the bus.
- Avoid shouting, pushing, shoving, 'ranking out', and other types of disruptive behavior.
- Do not touch any part of the bus as it pulls away from you.
- Walk at least 10 feet ahead of the bus when the driver is holding traffic for you to cross.
- Face the traffic when walking to and from your bus stop.

The school, school district, and bus companies reserve the right to suspend a student from riding a school bus for disorderly or disrespectful conduct. Further information about transportation may be obtained from the Transportation Department of the school district of residence.

Districts

UFSD #3 Huntington	631-673-2032
UFSD #2 CSH	631-692-8036
S. Huntington #13	631-425-5331
Harborfields #6	631-754-5330
Northport #4	631-262-6865
Elwood #1	631-266-5435
Oyster Bay	516-624-6507
Half Hollow Hills	631-421-6530
Syosset	516-361-2668

Bus Companies

Huntington Coach Corp. 271-8995 – District #3, #6, #1, #2,
Syosset

Town Bus Corp.	631-694-1730 (Northport)
Half Hollow Hills	631-673-7167
S. Huntington	631-425-5331

CLOSING OF SCHOOL

The announcement of school closings /delays because of weather conditions or other emergencies will be communicated through School Messenger.

School Messenger is an automated phone / email notification system. Please make the office aware of ANY phone or email changes.

Delayed Opening

All district schools will open two hours later than the regular opening time and **school buses will begin their bus runs two hours later than normal** for grades K - 8th. Pre-K will drop their children at 10:20 a.m. Lunch will be served for grades Pre-K-8. Dismissal times will remain the same. The two-year -old & three-year-old half day **will not be in session.**

HEALTH SERVICES

Physical Examinations

Beginning 7 /1/18, all New York State public school students must have a health exam when they enter school as a new entrant and in Pre-K or Kindergarten and grades 1, 3, 5, 7, 9, and 11. These examinations must be completed on the approved NYSED Student Health Examination Form for School for the health exam.

New York State Public Health Law Section 2164 requires a physician's certificate to prove that your child is adequately immunized. School immunization rules and regulations have been changed so that New York State immunization requirements are consistent with the most current childhood and adolescent immunization recommendations made by the Advisory Committee on Immunization Practices (ACIP). Your child's/children's most current immunization record must be presented at the start of school.

Medications

When it is necessary for your child to take medication in school, the nurse will be happy to store and dispense the medication. State law prohibits the nurse to do this without written permission from the parent and a doctor's written order. The medication should be in its original container. In order to avoid serious problems, **we will enforce** that medication not be put in children's lunch boxes or carried in their pockets. Medications can be easily lost and picked up by another child who might decide to try them. Permission slips are in the Health Office and must be renewed annually and when there is a prescription change.

Students who are deemed responsible and old enough, may carry and self-administer medication and inhalers. A form is available online or in the nurse's office and needs to be completed by your physician. Over-the-counter drugs will be administered only with a parent and physician's permission slip on file. All medication must be taken home by the parent at the end of the school year. Medication should not be transported daily to and from school. Parents should ask the pharmacist for two containers; one to remain at home and one at school. Requests for use of herbal remedies, dietary supplements, and natural products will not be administered by the school nurse. These guidelines are based on existing state law and the regulations of the Commissioner of Education.

Communicable Diseases

In order to prevent the spread of communicable diseases, children should be kept out of school for the following symptoms:

1. Fever within the previous 48 hours
2. Enlarged glands
3. Vomiting or diarrhea within the previous 24 hours
4. Red or purulent eyes
5. Head lice-please contact the nurse.

Some communicable diseases must be reported to the Health Department.

Please do not send your child to school unless they are healthy!

Please inform the school if your child has a contagious disease. A form letter will be sent informing the parents of their child's possible exposure to this disease. The infected child will not be identified.

Illness or injury

If your child needs to go home due to illness or injury, every attempt will be made to contact the parent. Please keep the emergency card in the nurse's office up-to-date. In the event that you cannot be reached, the alternate contact will be called. Please be sure these people live locally. Any student who is too ill or fatigued to follow the school program must return home. Students who become ill during school hours are to request permission from their class teacher to visit the Health Office. After consultation, the school nurse will phone the parents. Students who are mildly indisposed will return to class; those not able to attend class will return home accompanied by a parent or guardian or designated emergency person. If your child is feeling ill in the morning, please do not send him/her to school.

ST. PATRICK'S IS A NUT FREE SCHOOL

Allergy Procedures

1. During registration, if a parent indicates their child has a history of allergies, the school nurse will request that the parent provide further documentation from the student's healthcare provider. The school nurse will check all new entrants and Kindergarten registration packets/ Health History Forms for medical information and contact parents if additional health/medical information is required.
2. Parent is given a copy of the: Food Allergy Action Plan. This needs to be completed IN FULL- signed by BOTH physician and parent. Epi Pen's and antihistamines prescribed by the physician are to be delivered to the school nurse by an ADULT (no medications brought in by a student will be accepted). The medication should be placed in a CLEAR zip lock bag with child's name and class written on the bag. Please be sure to check all expiration dates.
3. When all required documentation and medication is collected, an Individual Health Care Plan will be completed on the student and kept in the health office.
4. ALL teachers and aides will be instructed of the signs and symptoms of anaphylaxis - actions to take, and use of an Epi pen. A record will be kept of staff members attending.

Emergency Closing:

A card is on file for each family. It provides the name and telephone number of an available person to be contacted if there is an early school closing. A neighbor, relative, friend, or classmate on the same bus route that will be able to meet your child should be chosen. **Parents are responsible for updating this information at the main office.**

All St. Patrick's School buildings are in compliance with the NY State asbestos law (AHERA).

All sinks in the St. Patrick's School buildings have been labeled as non-potable water.

SCHOOL TUITION FOR 2020-2021

ALL TUITION PAYMENTS AND FEES ARE NON REFUNDABLE

You have 3 payment options: Annually, Semi-Annually or 10 Monthly Payments.

If you are interested in paying annually or semi-annually please call

Mrs. Feeser @ ext. 289

GRADES K-8:

ONE CHILD	\$682.10
TWO CHILDREN	\$1,117.30
THREE	\$1,503.40
FOUR	\$1,876.85

PRE-K FULL DAYS WITH SIBLINGS K-8:

Two Children	\$1,248.65
Three Children	\$1,677.85
Four Children	\$2,040.45

PRE-K WITHOUT SIBLINGS:

One Child 5 Days	\$728.65
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TUITION DEPOSIT

PRE-K-8 \$300.00 PER CHILD NON REFUNDABLE

NURSERY SCHOOL HALF DAYS:

(2 YEAR OLDS)

Five Days	\$531.35
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(3 YEAR OLDS)

Five Days	\$666.95
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TUITION DEPOSIT

NURSERY \$250.00 PER CHILD NON REFUNDABLE

ALL FAMILIES ARE REQUIRED TO PARTICIPATE IN THE FACTS MANAGEMENT PROGRAM.

You have 3 payment options available to you:

Annual, Semi Annual, & Monthly

MILK FEE: (PLEASE PAY BY SEPARATE CHECK)

Milk is served every full day of school. If a family cannot afford to pay the full price, arrangements can be made through Sister Maureen McDade. Due on September 14th, 2020.

Grades: Full Day Pre-K-8th Grade \$40.00 per child

TUITION ASSISTANCE

The Diocese of Rockville Centre provides tuition assistance to those families who qualify. Please access the Tomorrow's Hope website at www.TomorrowsHopeFoundation.org. The applications are posted in January. There is no deadline; awards are granted to those applicants in need at a **first come first serve basis**. If for any reason additional tuition assistance is needed, please make an appointment to speak with Msgr. Camp.

REFUND POLICY

Refund requests will be considered on an individual basis. All refund requests must be made in writing and addressed to Sr. Maureen.

St. Patrick's School fee payments (milk, registration, and tuition deposit) are **non – refundable**.

LATE PAYMENT POLICY

If the Tuition Deposit has not been paid by April 1st of the current school year, your child(ren)'s placement on the September roster will not be held.

If any tuition, fees and/or fines from the current school year have not been paid in full by May 1st, final report cards will be withheld and your child(ren)'s place for the academic year will be lost and no school records will be sent.

All tuition payments for the next school year (May, June & July) are to be made in a timely manner. If tuition payments are not current on August 1st of that year, your child(ren)'s name(s) will not appear on the class roster.

All information will be kept strictly confidential.

**Any questions regarding tuition please
contact; Terri Riley 631-385-3322 x 289**

SCHOOL BOARD

The St. Patrick's School Board serves in an advisory and consultative fashion to assist the Principal and Pastor in preserving the identity of Catholic education. Each member may serve a total of 2 terms or a maximum of 6 years.

President - Elissa Mostransky emostransky@live.com

Vice President - Elizabeth Sullivan elizabeth_ann_sullivan@yahoo.com

Paul Gucciardo paulgucciardo@msn.com

Michelle Lumia mvm320@aol.com

Laura McDonagh lauramcdonagh@optonline.net

Patrick Moore pjmoore84@yahoo.com

Sandra Mullady sandra.mullady@gmail.com

Meredith Reynolds meredithgreynolds@hotmail.com

Tracey Vieweg tmh93079@yahoo.com

Geraldine Welch gbwelch@verizon.net

George Zullo gzullo@nbtv.com

Principal: Sr. Maureen McDade smcdade@stpathunt.org

Pastor: Msgr. Steven Camp scamp@drvc.org

Business Manager: Kyle Cuite kcuite@stpathunt.org

FACULTY/STAFF EXTENSIONS
631-385-3322

Angela Allegretti	254
Christine Amitrano	282
Rebeakh Berin	329
Deborah Bocchino	255
Erica Braithwaite	302
Kathleen Brescia	284
Emily Careccia	285
Adriana Chiaro	259
Rene Conk	286
Arlene Ekis	256
Kristen Flynn	268
Jessica Frank	272
Kerri Fries	275
Jean Grasso	250
Erin Hanrahan	295
Meg Hansen	267
Susan Haran	290
Donna Hartzman	262
Richard Henrickson	301
Christine Jones	291
Kathryn Karman	208
Dawn Kelly	287

Dawn Lee	308
Jacqueline LaMar	270
Maria Lennon	278
Ellen Leonard	311
Susan Margan	252
Marie Marro	264
Allison Mayer	297
Sister Maureen McDade	249
MaryEllen McFaul	271
Dr. Ozimkowski	203
Debbie Patane	257
Jeanna Perrone	265
Terri Riley	289
Mindy Rogers	266
Joanne Salustri	306
Janice Sanginario	208
Madeline Schmitt	273
Laura Sena	309
May Shannon	253
Patricia Signorile	263
Patrice Sogluizzo	296
Regina Spero	279
Barbara Varous	274
Carol Wise	277
Eileen Wyer	269

St. Patrick's School Parents Association & Leadership Council

Mission Statement: St. Patrick's School always strives to embrace the rich traditions of our school while also evolving to stay current with the wants and needs of our school community. It is in this spirit that the St. Patrick's School Parent Association was created. The Parent Association is an all-inclusive organization, of which each and every St. Patrick parent and guardian is a member, to help build and enrich the school community. Our community is guided by our faith to serve and in doing so we set a positive example for our children.

The **Parent Association Leadership Council (PALC)** has been created to support and guide the Parent Association, oversee school volunteer efforts, oversee fundraising efforts and service events, communicating with parents, teachers and administration and promoting school events. The Parent Association Leadership Council will work with the administration, school board and parish to help enhance our school and community with fundraising and service efforts. The Council does NOT set policy nor is it involved in any manner of the decision-making as it relates to staffing, curriculum, school rules and procedures.

For any questions or additional information regarding the Parent Association and Leadership Council, please email PALC@stpathunt.org.

2020-2021 Parent Association Leadership Council (PALC) Members

President

To Be Announced (TBA)

Junior High Council Representative

(TBA)

4th – 6th Grade Council Representatives

(TBA)

1st – 3rd Grade Council Representatives

(TBA)

Nursery, Pre-K & Kindergarten Council Representatives

(TBA)

PLEASE SIGN EMAIL DISTRIBUTION REQUEST IN REAR OF BOOK

Student iPad/Chromebook Use and Behavior Policy

St. Patrick's School (the "school") is providing an iPad/Chromebook with access to the Internet. The device is being provided for and is limited to educational purposes only. By agreeing to this policy I fully agree to the following:

There is **NO RIGHT TO PRIVACY** when using the school's iPad/Chromebook. Administration, faculty, and other authorized persons have the right to review any and all material saved, transmitted, accessed, or momentarily in use by the student in accord with the policy set by the school's administration.

There is **NO ABSOLUTE RIGHT TO FREEDOM OF SPEECH** when using the school's iPad/Chromebook, which is viewed by the administration as a limited educational forum; and student behavior is expected to conform to values consistent with the Catholic faith both inside and outside the school setting.

I agree that all information transmitted through the use of the school's iPad/Chromebook (e-mail, web page publication, or other Internet postings) will be sent or received with the explicit permission of a member of the school's staff.

I agree not to use the iPad/Chromebook to record, transmit or post photos or video of a person or persons on the school campus. Nor can any images, audio and/or video recorded at school be transmitted or posted at any time without being reviewed by and with the permission of a member of the school's staff.

I agree never to access, transmit, or retransmit material which promotes violence or advocates destruction of property, is sexually oriented, or discriminatory in nature or conduct which is offensive to the principles of the Roman Catholic Church.

Social Networking – I will not use the iPad/Chromebook for social networking except with the express intent of educational purposes and not without the explicit permission of a member of the school's staff.

The school reserves the right to establish rules and regulations regarding the use of the school's iPad/Chromebook, and behavior is expected to conform to values consistent with the Catholic faith both inside and outside the school setting.

A student found in violation of this policy will be subject to discipline including, but not limited to, temporary removal of the school's iPad/Chromebook, permanent removal of the school's iPad/Chromebook, or other appropriate disciplinary action in accord with the rules and regulations of the school, including suspension or expulsion, and /or legal action.

Please see the back of this book for signature page.

Student Technology Use and Behavior Policy

St. Patrick's School (the "school") has established a technology network with access to the Internet for its students. This network has been established for limited educational purposes only. By agreeing to this policy the student(s) and the parents and/or guardians of the student(s) fully agree to the following:

There is NO RIGHT TO PRIVACY when using the school's technology resources. Administration, faculty, and other authorized persons have the right to review any and all material saved, transmitted, accessed, or momentarily in use by the student in accord with the policy set by the school's administration.

There is NO ABSOLUTE RIGHT TO FREEDOM OF SPEECH when using the school's technology resources, which is viewed by the administration as a limited educational forum; and student behavior is expected to conform to values consistent with the Catholic faith both inside and outside the school setting.

All access to the school's technology resources will be permitted only under the authorization of a member of the school staff.

The student agrees that all information transmitted through the use of the school's technology resources (including e-mail, G-Suite (Google) apps, web page publication, or other Internet postings) will be sent, received, or posted only under the authorization of a member of the school's staff with the explicit permission of that staff member.

The student agrees to stop using any and all of the school's technology resources whenever requested to do so by a member of staff or other authorized person.

The student agrees never to transmit via the school's technology or personal technology resources the personal information (name, age, gender, address, phone number, e-mail address and the like) of himself or herself as well as that of any other person.

The student agrees never to arrange for a meeting with any person at any time using the technology resources.

The student agrees to notify a staff member immediately if he or she is asked for personal information, views inappropriate materials, or in any other way feels violated, harassed, uncomfortable, or accosted through the school's technology resources.

The student agrees never to access, transmit, or retransmit material which promotes violence or advocates destruction of property, including, but not limited to, access to information concerning the manufacture of destructive devices, such as explosives, fireworks, smoke bombs, incendiary devices, and the like.

The student agrees never to access, transmit, or retransmit any information containing sexually oriented material, which means any pictures or writings that are intended to stimulate erotic feelings by the description or portrayal of sexual activity or nude human form.

The student agrees never to use the school's technology resources for commercial purposes. The student will never buy nor sell anything using the school's technology resources. The school's system will never be used for political lobbying, although it may be used to communicate with elected representatives to express opinions on political issues.

The student agrees to use only the software and/or hardware permitted by a member of staff for express educational purposes. The student agrees never to use the school's technology resources to gain unauthorized access to another technology network (hacking).

The student agrees never to transmit (download or upload) any computer file, application, or other computer resource to or from the school's technology network. This includes the unauthorized installation of software from a CD-ROM, flash drive, or other media.

The student agrees never to use inappropriate, obscene, profane, rude, inflammatory, threatening, or disrespectful language. The student agrees never to post false information or engage in personal, prejudicial, or discriminatory attacks. Student behavior is expected to conform to values consistent with the Catholic faith.

The student agrees never to harass another person by use of any technology resources. Harassment is defined as any action that distresses or annoys another person. The student agrees to stop immediately any and all behavior that is construed by another as unwelcome.

The student agrees never to use any of the school's technology resources to plagiarize. Plagiarism is defined as taking the idea or writing of others and presenting them as one's own.

The student agrees to respect the right of intellectual property of other people and to respect all copyright laws. The student agrees that if he or she is unsure whether copyright law is being respected, he or she will bring this question immediately to the attention of a staff member.

The student agrees never to participate in illegal activity using the technology resources. The school will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through the school's resources.

The school will not be held responsible for the actions of a student who is in violation of any of the terms of this policy. This responsibility is extended to, but not limited to: loss of data or interruptions of service, the accuracy or quality of information obtained through the school's system, or any financial obligations arising through the unauthorized use of the school's technology resources.

The school reserves the right to establish rules and regulations regarding the use of the school's technology resources, and behavior is expected to conform to values consistent with the Catholic faith both inside and outside the school setting.

A student found in violation of this policy will be subject to discipline including, but not limited to, temporary removal from the school's system, permanent removal from the system, or other appropriate disciplinary action in accord with the rules and regulations of the school, including suspension or expulsion, and /or legal action.

Please see the back of this book for signature page.

Photo and Video Release Form

I hereby grant permission, without reservation, to St. Patrick's School and to the Diocese of Rockville Centre and DRVC Department of Education, and to those authorized by St. Patrick's School, the Diocese of Rockville Centre and DRVC Department of Education, to take photographs and to make recordings of my child or children (names outlined below), and to use them in original or modified form in all media now or hereafter known, with or without name or information, solely for the promotion, public education, and/or fundraising activities of St. Patrick's School. I understand and agree that I am entitled to receive no compensation for the above.

I release, St. Patrick's School, the Diocese of Rockville Centre, the DRVC Department of Education, its officers, directors, agents, employees, independent contractors, licensees and assignees from all claims that I now have or in the future may have, relating to the above. I further agree that St. Patrick's School, will be the sole owner of all tangible and intangible rights in the abovementioned photographs and recordings, with full power of disposition.

I am the parent or guardian of the student(s) named below, and I hereby consent to the foregoing on behalf of the student(s) and myself.

Please see the back of this book for signature page.

St. Patrick's School Parents Association Email

Distribution Request

The PALC representatives would like to communicate updates on our school events, notices for volunteer needs and any other important announcements by email. If you wish to be a part of the email distribution, please complete the following information and return to the school office. Please add the email address(es) listed below to the following grade mailing list(s)

☐

Nursery

☐

Pre-K

☐

Kindergarten

☐

1st Grade

☐

2nd Grade

☐

3rd Grade

☐

4th Grade

☐

5th Grade

☐

6th Grade

☐

7th Grade

☐

8th Grade

Name: _____

Email #1: _____

Email #2: _____

Signature: _____

POLICY AGREEMENT FORM

Please sign one agreement form per student, and return to your child's homeroom teacher.

We have read and agree to abide by all the policies as stated in the handbook.

☐ **Student iPad/ Chromebook use and behavior Policy**

☐ **Student Technology Use and Behavior Policy**

☐ **Student Photo and Video Release Policy**

Student's Signature

Class

Parent(s) Signature

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☐ **Student Photo and Video Release Policy**

Student's Signature

Class

Parent(s) Signature

PRAYER TO ST. PATRICK

O great Apostle of Ireland, glorious St. Patrick, to
whom under God, so many are indebted for the
most precious of all treasures, the great gift of
Faith, receive our fervent thanks for the zeal and
charity, which have been to thousands the source
of
blessings so invaluable.

Ask for all who dwell in this land and the land of
Thy labors,
the precious light of Faith, and beg for us on whom
its glorious rays have long since beamed the
grace to regulate our
lives by its sacred maxims.