



NEW FAMILIES FAQ

I've ordered my uniforms, but I'm still not sure about a few things. Can you clarify the dress code expectations one more time?

Of course! The most frequent questions we get are about dress code, so we're always happy to clarify. Here are a few topics that our new families often ask about:

- **Where to find uniforms:** First, you're probably already familiar with Global Schoolwear, our uniform provider. If you're not and still need to purchase uniforms, visit the following site. Everything for sale on Global is an accepted uniform item at STB:
<https://www.globalschoolwear.com/>
- In the section marked "Shop by School Name or Code," type in St. Bernard's High School to find our page!
- **Senior sweaters:** If you're a senior-transfer at STB, please keep in mind that seniors are allowed a special uniform item that other students are not; the "Senior Sweater" can be purchased at Allen's Uniform Store in Leominster. Please contact them here to order yours: (978) 534-3111
- **Skirts/skorts:** Students are no longer required to wear tights/leggings, though their skirts/skorts must meet appropriate length requirements (the length of a student's fingertips when resting at her side or longer).
- **Footwear:** Students are allowed to wear sneakers, boat shoes, or dress shoes of any color and with any design (barring any offensive language or imagery). Backless and open-toed shoes, slippers, moccasins, and boots (footwear higher than a student's ankle) are not allowed.
- **Hair:** St. Bernard's does not maintain any hair length, style, or color restrictions for students, however we do require that our students are well-groomed with a clean and neat appearance, and we ask that styles are not distracting to others. On that same note, facial hair is allowed at St. Bernard's, provided it's well-groomed.

Prohibited dress code items:

- Sweatshirts, jackets, or other non-uniform sweaters (NOTE: STB Athletics spirit gear is not part of the school uniform)
- Backless and open-toed shoes, slippers, moccasins, and boots (footwear higher than a student's ankle)
- Tattoos or clothing with offensive, hateful, or inappropriate language or imagery
 - Sweatpants, flared leggings/yoga pants, or other pants worn under skirts/skorts
 - Cargo pants, tan-colored jeans, or other non-uniform pants/shorts
- Uniform shorts (khaki, navy dress) that are shorter than two inches above the knee
- Skirts/skorts that are shorter than the length of a student's fingertips when resting at her side

I ordered my uniforms but they're not going to be in on time for the first day of school! Help!

First and foremost: don't panic! The first weeks of school should be about building community, not uniforms: you aren't the first, nor will you be the last family to encounter this unique dilemma!

For families who are waiting on uniforms:

- Let the Main Office know by emailing mainoffice@stbernardshighschool.org or calling (978) 342-3212. Our administrative team can then issue your student a pass that will let their teachers know that their dress code is approved by the school, and so not to be sanctioned, etc.
- If you're able, consider buying a few navy, maroon, gray, or white polo shirts and a couple pairs of navy/khaki shorts or pants. Your student will blend right in with their peers, and as long as they meet uniform specs, the shorts/pants can be used throughout the year!
- If you're not able to buy the additional items, contact the Main Office: STB keeps a Uniform Closet in the building made up of donated uniforms from graduated students. We may be able to provide you with a loaner option to get you by until your shipment arrives.

How do I see my student's grades?

Student grades are uploaded biweekly (at minimum) by your student's teachers, though most teachers update their grade books more frequently.

In order to see your student's live gradebook, log into your FACTS Family Portal and select Gradebook from the drop-down options.

For instructions on how to create and log into your FACTS Family Portal, check out our website: <https://stbernardshighschool.org/family-portal>

What do I do if my child(ren) will be absent or tardy?

If your student is going to be absent or tardy, you'll have to call or email the Main Office. To call the Main Office: (978) 342-3212

To email the Main Office about a tardy or absence: attendance@stbernardshighschool.org

For long-term absences or to update us on other extenuating circumstances, please notify the Main Office, who will schedule a meeting with the Dean of Students to discuss a support plan for your student.

What is the procedure for a snow day or delay?

Currently, St. Bernard's honors the Montachusett Technical Vocational School's delay/cancellation policy. Watch for Monty Tech updates online or on your local news channel, and make sure we have your updated contact information to receive all-school texts and alerts from the Principal's Office. We will always notify you and your student(s) via email and text in the event of a weather-related delay or cancellation.

How do I know when important events are happening at the school?

There are a few ways to stay in-the-know about events at St. Bernard's.

- We email our weekly newsletter "Bernie's Corner" every Friday afternoon to parents and students with important information and highlights.
- Students get the scoop every morning watching STB TV or while attending Morning Meeting
- Our school's Google Calendar can be found here: <https://stbernardshighschool.org/calendar-1>
You can look months down the road to see what's coming.

What happens if my child(ren) get(s) into trouble?

Student discipline at STB is handled in a progressive, constructive, and restorative manner. Our goal is for each student to embrace Bernardian values and step into an important, positive role within our community.

When students violate community norms and require constructive redirection, our typical disciplinary trajectory (for non-urgent or severe offenses) goes like this:

- The teacher or admin observing the behavior will correct it verbally.
- If verbal correction is not effective, the teacher will issue a “demerit,” a minor sanction visible in our FACTS Behavior portal and on your Family Portal. (For more info on how to access your Family Portal, check our website: <https://stbernardshighschool.org/family-portal>)
- Upon receiving three demerits or in the presence of a more serious infraction, the student will be issued a detention, served after school as scheduled by the Dean of Students. Parents/guardians and students will be emailed if and when a detention has been administered.
- When a student displays consistent patterns of difficulty with peers or teachers, or shows disrespect towards themselves or their environment, you can be sure that we will contact you and schedule a meeting to discuss potential sources of the problem and solutions. More than anything, we want our students to grow. Discipline and respect are integral parts of that growth, and we are committed to helping our young men and women understand themselves and their responsibility within the community.
- In the event that a student struggles to improve over time, they will be placed on a Behavior Improvement Plan. This is a binding agreement between the student, family, and school, designed to support and hold accountable the student who is struggling.
- For specific student conduct expectations, please consult the Student Handbook on the STB website.

What does a typical day at STB look like?

The building opens at 7:15 AM to students, who are invited to gather in the Cafeteria, their homeroom classroom (if their teacher is present), or another common area supervised by a staff member.

When the first bell rings at 8:15 AM, students start their day in their homeroom classroom with STB TV. On Fridays, we change the routine somewhat: students check in with their homeroom teachers and then proceed to the Auditorium for Morning Meeting at 8:15 AM.

The rest of the day will run as follows:

8:15 am - 9:10 am	First Period
9:13 am - 9:58 am	Second Period
10:01 am - 10:46 am	Third Period
10:49 am - 11:12 am / 11:15 am - 12:00 pm	1st Lunch / Fourth Period
10:49 am - 11:34 am / 11:37 am - 12:00 pm	Fourth Period / 2nd Lunch
12:03 am - 12:24 pm	Fifth Period
12:51 am - 1:36 pm	Sixth Period
1:39 am - 2:24 pm	Seventh Period and Dismissal
2:30 am - 3:15 pm	Athletic Study Hall, Clubs, Extra Help

How does morning drop off work? How about pick up?

Pick up and drop off are pretty similar! Parents must enter the Student Parking Lot using Goodrich St. (NOTE: The parking lot is a one-way road, and entrance from Harvard St. is prohibited.)

During drop-off, parents are asked to drop their students off in the student parking lot so they can walk up Harvard St. to the school's Main Entrance. Due to a city ordinance, cars are not permitted to park or idle on Harvard St., preventing families from parking at the Main Entrance during drop-off. Students may only enter the building through the Main Entrance on Harvard St.; all other points of entry are locked for security reasons.

During pick-up, students will leave the building through the Student Lot Doors. Parents are once again asked to proceed into the lot via Goodrich St., to pick up their child, and then exit the lot via Harvard St.

For parents who need to wait additional time for their child to be ready, there are two Guest Parking spots in the lot that can be utilized while waiting.