



Parent Newsletter

Aug. 9, 2023 | Volume 1 | Issue 1

Important Dates

Aug. 9th
Back to School
Night K -5
5:30pm

Aug. 10th
Back to School
Night 6 – 8
5:30pm

Aug. 18 – 31st
Standardized
testing

Aug. 15th
Feast of the
Assumption of
Mary
Mass 9:15am

Aug. 16th
School Mass
9:15am

Aug. 16th
Early dismissal
2:00pm

Aug. 21st
Harvest Fest
planning meeting
Dominican Hall
6:00pm

Aug. 23rd
School Mass
9:15am

Aug. 23rd
Early dismissal
2:00pm

WELCOME TO ST. ANNE'S SCHOOL:

We welcome all returning students and families and we extend a warm welcome to all the new students and families that have joined our school. We ask the Lord to give us His love, peace, and hope as we start this school year.

MINIMUM DAYS:

The second Wednesday of every month will be a minimum day with 12:00pm dismissal for faculty meetings, unless otherwise stated.

2:00 PM WEDNESDAY DISMISSAL:

The first, third and fourth Wednesdays of every month will be 2:00pm dismissal days for faculty professional development meetings. August 16th, 23rd, 30th we will dismiss at 2:00pm.

CAMPUS CARE:

Campus Care will be held in Dominican Hall from 3:00-5:30 pm daily for students in grades K-8. Kindergarten campus care begins at 1:30 in the kindergarten classroom and continues in Dominican Hall until 5:30. The cost of the service is \$5.00 per hour per student. To participate in Campus Care, a registration form must be completed. All families with registration forms on file will receive a weekly rsvp link to reserve their spot(s) for the week.

EDUCATE by TADS:

Educate is our student information system. Parents in grades K – 8 will be able to view their student's assignments and grades as well as the family directory. All new families in grades K -8 will receive an email with their log in credentials.

DISASTER RELEASE FORM:

The students were given a Disaster Release Form to take home today. Please fill it out and return to the teachers by Friday, Aug. 11th. This information is needed to update the emergency binders that are kept in each classroom.

FEAST OF THE ASSUMPTION MASS:

Tuesday, Aug. 15th is the Feast of the Assumption of Mary, it is a Holy Day of Obligation. We will be going to Mass on this day at 9:15am. We encourage students to be in Mass uniform. Parents are welcome.

DROP OFF AND PICK UP OF STUDENTS:

Students in grades **1, 2, and 6 and their siblings** are to be dropped off and picked-up in the front of the school. All other students are to be dropped off and picked up in the back school playground. When dropping off and picking up, please pull all the way up and stay in your car as staff will help the children get out of the car.

STUDENT PICK UP:

To help with the student pick-up in the front and in the back, we ask that you please write your children's first and last name on a piece of paper and put it in the window dash as you approach the pick-up line or as you walk up to the corner. This will help the staff see from a distance and pull the children quickly without running back and forth. **6th – 8th grade students will dismiss at 3:05pm.** If you have a student in junior high, **please plan to arrive closer to 3:05pm** as we will not be able to have cars wait in the pick-up line for students who have not been dismissed. If you walk to pick-up your child, please stand to the side of the school. Thank you for your help in this matter. **Please do not block the back alley as it is a public alleyway.**

FRONT OF SCHOOL PICK UP GRADES 1, 2, & 6th:

To help make our front pick up smoother, parents may park their vehicles along Pleasant Avenue in front of the chapel and along Walnut Street. You may get out and stand by your vehicle or walk to the corners and signal the crossing guard or teachers so they can direct or cross your student(s) over to you. **The white area in front of the school is only for drop off or pick up so parents cannot park for long periods of time or get out of their vehicles when in this zone.** Please remain inside your vehicle and the students will walk to you. Please pull all the way forward in this zone. **Please do not have your child walk to your car if you are in the middle of the street.** This is not safe for the children. Students will not be allowed to be picked up in the street, so please use the loading zone or park in the above-mentioned areas for parking or loading. Your cooperation is greatly appreciated.

MASS ATTENDANCE CARDS 2023-24:

A new set of 26 Mass attendance cards were sent to all participating Catholic families. These cards are for the 2023-24 school year and are to be used **when attending a weekend Mass at St. Anne's Church.** Mass cards will be recorded for families to continue to receive the Catholic Tuition Rate. Only 1 Mass card per family is to be turned in per weekend. Families attending another Catholic Church can request the Out of Parish Form from the office and have their Pastor sign it.

SCRIP REQUIREMENT FOR 2023-24:

The Scrip program has moved to an online only option. For our continued use of the Scrip program, only 15% of our school personnel's day can be used to help coordinate the program. We are keeping the program as one of our sources of revenue to help offset the cost of tuition. The program brings \$30,000 into our school and is a simple way to help raise funds. Parents will need to download the RaiseRight Mobile App to help meet their family's obligations and raise additional funds for the school. By using this app, you can now quickly download electronic gifts cards and also purchase physical gift cards 24/7.

STUDENTS WALKING OFF CAMPUS:

If your student will be walking home or to a specific place after school, we ask that you please fill out a Walking Off Campus Permission Form and indicate location student can walk to. Students walking off campus will not be able to return to school and check in to Campus Care. This form needs to be on file before we will let your student walk off campus after school. Please contact the office to request the form.

SPIRIT DAY THURSDAY:

Thursdays are spirit days, students may wear school spirit t-shirts or sweatshirts, the only non-uniform items that can be worn are Science Camp, CYO, and Harvest Fest. Information on the spirit store will be coming soon.

STUDENT MEDICATION:

To dispense any medication to students, the Diocese of Stockton requires that we have a Parent Request for Administration of Medication Form on file. This form requires a parent and doctor's signature. The form must be renewed every school year. School staff will not dispense any medication if this form is not on file, except for cough drops. All medication including inhalers and cough drops must be kept in the office. Please contact the office for a medication form.

ATTENDANCE & TARDY POLICY:

The school bell will ring at 8:00am. Students arriving after this time are considered tardy. A sign will be posted on the front steps and the back gates will be locked. When tardy, the student and the parent/guardian must report to the school office to sign in and get a tardy slip. When a student is absent the parent must call or email the office before 10:00am to report the absence, a written note must be presented upon return to school.

STUDENT ABSENCE DUE TO ILLNESS:

If a student is sick, they need to stay home until they are symptom free for 24 hours without medication. When a student is out for three or more consecutive days due to illness, upon return they need to present a doctor's note indicating they are well to return to school.

STUDENT SIGN OUT PROCEDURE:

If your student will be signed out during the school day, we ask that you please notify the student's teacher and the school office in advance. If someone other than the parents will be signing out the student, we need a written note authorizing us to release the student to this person. The note must indicate the person's name and include the parent's signature. The student will be called from the classroom to the office where the parent /guardian will sign the student out.

SCHOOL OFFICE HOURS:

The school office hours are 7:30am - 3:45pm Monday through Friday.

SCHOOL OFFICE CLOSED FOR MASS:

The school office will close every Wednesday from 9:15am – 10:00 so all staff can attend our School Mass.