

ST. JOHN THE BAPTIST DIOCESAN HIGH SCHOOL

1170 MONTAUK HIGHWAY • WEST ISLIP, NEW YORK 11795-4959

(631) 587-8000 FAX (631) 587-8996

August 23, 2019

Dear Students and their Families,

As we embark upon the 2019-2020 school year, our goal will be to continue to build upon the many successes of our students in all areas of school life. Your support and involvement each day is instrumental in making our school a community of learners. The cooperative bond between parents, teachers and administrators allows us to fulfill our mission of providing a Catholic atmosphere where students can academically and personally thrive.

We are fortunate that our hallways are filled with approximately 1300 students and we are happy your child is an important member of our student body. As you know from your family, the teenage years can be filled with many challenges, so we are sure you can appreciate that with a “family of 1300 teens” boundaries and guidelines are important ingredients of “our happy home”. The Administration is committed to providing your child with a safe and secure academic environment to grow academically, spiritually, and physically. In order to achieve this goal, we strive to provide structure based on respect and responsibility.

Parents can access student grades, attendance, and conduct reports via the Parent Portal. The link to access the portal is located on the St. John’s Homepage. Login and password information is given to parents in the student’s first year. Parents should contact the school to resolve any problems related to the Parent Portal. **It is important that all students and parents log in and actively refer to the St. John’s Information Portal for information about their child’s performance, as well as for all school notices and announcements. This is our prime way of communicating with families.** Instructions on how to use the portal can be found on the St. John’s Homepage.

Class schedules will be posted on the portal system as of Friday, August 23. Guidance Counselors will be available for appointments on August 26, 27 and 28. We ask that you contact the Guidance Office at 631-587-8000 x126 to make an appointment if you would like to consult your child’s counselor regarding their schedule.

On Thursday, September 5, all sophomores, juniors and seniors will have an opportunity to come into the building to set up their lockers. Locker assignments will be posted on the student schedules. Students will be permitted to go to their lockers between 12:30-2PM. They do not have to be in uniform. Only school locks are permitted on the lockers. Replacement locks will be available in the school store. Students will need to provide their own transportation if they choose to come set up their locker on this day.

The first day of classes for all students is Friday, September 6. All students are to be in full uniform on this day. Students may wear the Fall/Spring Uniform polo shirt on this day until mid-October. The freshmen wear red polo shirts, the sophomores wear white polo shirts, the juniors wear maroon polo shirts and the seniors wear navy blue polo shirts. Polo shirts are available for purchase in the school store.

Bus transportation will begin on this day for all students. All students are asked to enter the south lobby entrance when they arrive to school on Friday, September 6. The cafeteria is open at 7:15AM daily for students who arrive to school early, and breakfast is available for purchase. The library and cafeteria are open daily afterschool for students who are involved in extracurricular activities or attend extra help sessions.

The 2019-2020 St. John the Baptist Student Handbook will be emailed to all students and parents, will be posted on the portal and also posted on the St. John the Baptist DHS webpage. This handbook is to be read by both students and parents. **All policies, including the closed campus policy, are in effect starting Friday, September 6.** Enclosed with the handbook will be a contract for students and parents to sign stating that all students and parents have read and understand the policies and procedures of the St. John the Baptist Diocesan High School Student Handbook. **This form will be collected on September 6 in Advisory.** In choosing to attend St. John's, a student implicitly acknowledges a willingness to comply with all school rules and regulations.

Please review the Dress & Grooming Code in the handbook with your child. The purpose of the uniform is to help establish a work atmosphere which encourages an emphasis on academics and learning and creates a safe atmosphere. Please be advised violations will result in detention.

A few reminders:

Attendance Procedures: Since excessive absence is frequently the cause of poor grades or failure, it is of utmost important that students be present every day. If a student is absent from school, it is required that a parent telephone the Attendance Office on the day of the absence between 7:30 am and 9:30 am to inform school officials of the reason for the student's absence. If a parent fails to notify school, the school reach system will automatically call the parent.

Please review the **late to school policy** in the handbook. Students who are late will receive detention. Students who are repeatedly late may be excluded from extracurricular activities, honor societies, field trips and seniors may lose their driving privilege.

Cell Phones: The use or possession of a cell phone during the school day is prohibited. We certainly understand a parent's concern regarding their child's safety; a student may use the phone in the General Office during the school day to contact you.

Backpacks/Messenger Bags: Backpacks, saddlebags, book bags, athletic bags and purses larger than 11" x 14" must be stored in a student's locker and may not be brought to classrooms or to the cafeteria during lunch.

Driving: If you drop off or pick up your child, please make sure you enter the parking lot at the NW entrance on Beach Street and discharge passengers in the designated area. No student may be picked up or dropped off at the East or North entrances of the school or at privately owned parking lots surrounding SJB. Driving to school is a Senior Privilege and passengers must have permission on file in the office.

In the Fall, you will receive the *School Emergency Health Card*. Please complete it and return it to school immediately. Please consider the availability of people when selecting emergency contacts. If we are unable to contact you, this individual may be asked to pick your child up at school. In order to protect your child's safety, any person who picks up a child up at school will be asked to show identification to school personnel. If there are any legal restrictions regarding your child please make sure proper documentation is on file in the office. If at any time during the year you have changes in your work, home, cell phone numbers or e-mail please notify the Registrar, in writing, so that we may update our records and be able to contact you in case of emergency. To ensure the health and safety of your child, it is very important that you inform the Health Office of any health conditions, hospitalizations and medications that have been prescribed to your child.

The summer is certainly a time for all of us to relax and change our routine. We recognize the fact that teenagers may experiment with faddish styles and trends during the summer months. As we approach the fall, please make sure your child has made any adjustments necessary to be prepared for the start of school in September (hairstyles, hair color, earrings, etc.).

As a student at St. John the Baptist D.H.S. your child is a vital part of our school community and by virtue of that status he/she has the responsibility to comply with all school rules and regulations regardless of his/her personal opinions regarding these rules. A student whose behavior endangers the safety of any member of the school community or in any way disrupts the learning environment or negatively effects the school's reputation will put their student status in jeopardy. Although SJB is committed to meeting the needs of individual students, the common good must always be taken into consideration. Your cooperation in regard to all SJB policies will insure a positive start to the 2019-2020 school year.

Thank you for your continued support in our collaborative partnership to provide the best high school education for your child. We hope your family is enjoying a safe and happy summer vacation and your child will return with renewed enthusiasm in September.

We hope you enjoy the rest of your summer.

Sincerely,



Biagio M. Arpino

Principal



Claire Gohn

Assistant Principal



Matthew Artigas

Assistant Principal



Robert K. Leone

Assistant Principal