PARENT / STUDENT HANDBOOK

For students in PK3 through Grade 8
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Philosophy</td>
<td>4</td>
</tr>
<tr>
<td>Administrative Procedures</td>
<td></td>
</tr>
<tr>
<td>Admission Policies</td>
<td>4</td>
</tr>
<tr>
<td>Financial Policies</td>
<td>5</td>
</tr>
<tr>
<td>Tuition Assistance</td>
<td>6</td>
</tr>
<tr>
<td>Transfers/Withdrawals</td>
<td>6</td>
</tr>
<tr>
<td>Daily Schedule</td>
<td>6</td>
</tr>
<tr>
<td>Attendance</td>
<td>6</td>
</tr>
<tr>
<td>General Attendance</td>
<td>6 - 7</td>
</tr>
<tr>
<td>Absence</td>
<td>7</td>
</tr>
<tr>
<td>Lateness</td>
<td>7 - 8</td>
</tr>
<tr>
<td>Homework Requests</td>
<td>8</td>
</tr>
<tr>
<td>Leaving School Early</td>
<td>8</td>
</tr>
<tr>
<td>Discipline Policies</td>
<td>8 - 10</td>
</tr>
<tr>
<td>Disciplinary Process</td>
<td>10 - 11</td>
</tr>
<tr>
<td>Detention</td>
<td>11</td>
</tr>
<tr>
<td>Behavioral Probation Contract</td>
<td>11</td>
</tr>
<tr>
<td>Suspension</td>
<td>11 - 12</td>
</tr>
<tr>
<td>Expulsion</td>
<td>12</td>
</tr>
<tr>
<td>Bullying</td>
<td>12 - 13</td>
</tr>
<tr>
<td>Custody</td>
<td>13</td>
</tr>
<tr>
<td>Items Brought to School</td>
<td>13</td>
</tr>
<tr>
<td>Lost and Found</td>
<td>13</td>
</tr>
<tr>
<td>Telephone Policy</td>
<td>14</td>
</tr>
<tr>
<td>Academic Procedures</td>
<td></td>
</tr>
<tr>
<td>Curriculum</td>
<td>14 - 15</td>
</tr>
<tr>
<td>Academic Policies</td>
<td>15</td>
</tr>
<tr>
<td>Homework</td>
<td>15 - 16</td>
</tr>
<tr>
<td>Progress Reports</td>
<td>16</td>
</tr>
<tr>
<td>Report Cards</td>
<td>16</td>
</tr>
<tr>
<td>Grading</td>
<td>16 - 19</td>
</tr>
<tr>
<td>Multiple Failures</td>
<td>19</td>
</tr>
<tr>
<td>Honors</td>
<td>19 - 20</td>
</tr>
<tr>
<td>Honors Convocation</td>
<td>20</td>
</tr>
<tr>
<td>Academic Failures</td>
<td>20</td>
</tr>
<tr>
<td>Retention</td>
<td>20 - 21</td>
</tr>
<tr>
<td>Care of Textbooks/Desks and Chairs</td>
<td>21</td>
</tr>
<tr>
<td>Technology</td>
<td>21 - 22</td>
</tr>
<tr>
<td>Computer/Internet Use</td>
<td>22</td>
</tr>
<tr>
<td>Bring Your Own Device</td>
<td>22 - 24</td>
</tr>
<tr>
<td>Library/Media Center</td>
<td>24</td>
</tr>
<tr>
<td>Transportation</td>
<td></td>
</tr>
<tr>
<td>Arrival</td>
<td>24 - 25</td>
</tr>
<tr>
<td>Parking Lot Procedures</td>
<td>26</td>
</tr>
<tr>
<td>Dismissal</td>
<td>23 - 24</td>
</tr>
<tr>
<td>Carpool Lines</td>
<td>27</td>
</tr>
<tr>
<td>Bike Riders</td>
<td>27</td>
</tr>
<tr>
<td>Walkers</td>
<td>27</td>
</tr>
<tr>
<td>Topic</td>
<td>Page</td>
</tr>
<tr>
<td>------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Car Pool A</td>
<td>27 - 28</td>
</tr>
<tr>
<td>Car Pool B</td>
<td>28</td>
</tr>
<tr>
<td>Clinic/Health Information</td>
<td></td>
</tr>
<tr>
<td>Illness or Injury During School Hours</td>
<td>28</td>
</tr>
<tr>
<td>Health Concerns</td>
<td>28</td>
</tr>
<tr>
<td>Child Neglect or Abuse</td>
<td>29</td>
</tr>
<tr>
<td>Medication</td>
<td>29</td>
</tr>
<tr>
<td>Measles, Mumps and Rubella</td>
<td>30</td>
</tr>
<tr>
<td>Communicable Disease</td>
<td>30</td>
</tr>
<tr>
<td>HIV/Hepatitis B Policy</td>
<td>30 - 31</td>
</tr>
<tr>
<td>Minimum Immunizations Required</td>
<td>31</td>
</tr>
<tr>
<td>Clinic Volunteers</td>
<td>31</td>
</tr>
<tr>
<td>Clinic Clothes</td>
<td>31</td>
</tr>
<tr>
<td>Dress Code</td>
<td>31 - 37</td>
</tr>
<tr>
<td>Uniform/Uniform Infractions</td>
<td>37</td>
</tr>
<tr>
<td>Spirit Days</td>
<td>37</td>
</tr>
<tr>
<td>School Services and Activities</td>
<td></td>
</tr>
<tr>
<td>Scholarships</td>
<td>38</td>
</tr>
<tr>
<td>Athletic Association</td>
<td>38</td>
</tr>
<tr>
<td>C.A.R.E.S. Program</td>
<td>38</td>
</tr>
<tr>
<td>School Year</td>
<td>38</td>
</tr>
<tr>
<td>Summer Program</td>
<td>38</td>
</tr>
<tr>
<td>Clubs and Organizations</td>
<td>38</td>
</tr>
<tr>
<td>Fundraisers</td>
<td>39</td>
</tr>
<tr>
<td>Home and School Association</td>
<td>39</td>
</tr>
<tr>
<td>Parent Volunteers</td>
<td>39</td>
</tr>
<tr>
<td>School Board</td>
<td>39</td>
</tr>
<tr>
<td>School Counselor</td>
<td>40</td>
</tr>
<tr>
<td>School Liturgies</td>
<td>40</td>
</tr>
<tr>
<td>School Store/Stationery</td>
<td>40</td>
</tr>
<tr>
<td>Title I</td>
<td>40</td>
</tr>
<tr>
<td>Field Trips</td>
<td>40 - 41</td>
</tr>
<tr>
<td>Lunch Program</td>
<td>41</td>
</tr>
<tr>
<td>Lunchroom Behavior</td>
<td>41</td>
</tr>
<tr>
<td>Playground Behavior</td>
<td>41 - 42</td>
</tr>
<tr>
<td>Student Council</td>
<td>42</td>
</tr>
<tr>
<td>General Information</td>
<td></td>
</tr>
<tr>
<td>Calendar</td>
<td>42</td>
</tr>
<tr>
<td>Celebrations</td>
<td>42</td>
</tr>
<tr>
<td>Change of Address/Phone</td>
<td>42</td>
</tr>
<tr>
<td>Communication Envelopes</td>
<td>43</td>
</tr>
<tr>
<td>Conferences</td>
<td>43</td>
</tr>
<tr>
<td>Inclement Weather</td>
<td>43</td>
</tr>
<tr>
<td>Insurance</td>
<td>44</td>
</tr>
<tr>
<td>Viewing of Records</td>
<td>44</td>
</tr>
<tr>
<td>Visitors/Volunteers</td>
<td>44</td>
</tr>
<tr>
<td>Teacher Request</td>
<td>44</td>
</tr>
<tr>
<td>Transfers</td>
<td>44</td>
</tr>
<tr>
<td>Crisis Drills</td>
<td>45</td>
</tr>
<tr>
<td>Right to Amend</td>
<td>45</td>
</tr>
<tr>
<td>Acknowledgment</td>
<td>46</td>
</tr>
</tbody>
</table>
ST. PIUS X CATHOLIC SCHOOL

PHILOSOPHY

St. Pius X Catholic School is a Christ-centered community rooted in the traditions of the Catholic faith. A strong Catholic identity invites all to call, to teach, and to challenge the community to experience Christ through life-long relationships, instruction, service and prayer.

This school offers a comprehensive, integrated curriculum and strives for the formation of the whole person. Empowered by a strong educational partnership between the school and parish community, St. Pius X School motivates and nurtures the learner.

This learning environment is built on Gospel values and the charism of the Sisters, Servants of the Immaculate Heart of Mary. The dedicated staff prepares the community for the challenges of a constantly changing society and a Church called to grow in wisdom and grace.

The teachers of St. Pius X School recognize the role of the parents as the primary educators and share with them the responsibility for the growth and development of the child. Together, we strive to maintain on-going communication and mutual support in order to create a setting which will foster academic and personal development of the child.

ADMINISTRATIVE PROCEDURES

ADMISSION POLICIES

Equal Opportunity Policy

It is the policy of the Diocese of Richmond and of St. Pius X School not to discriminate against any person on the basis of race, creed, color, religion, sex, sexual orientation, age, national origin or handicap.

Age requirement for admission:

EARLY LEARNERS: Three (3) or Four (4) years of age

JUNIOR KINDERGARTEN: Four (4) or Five (5) years of age

KINDERGARTEN: Five (5) years of age by September 30

Parents applying for admission for their child to attend St. Pius X School must complete the following steps:

1. Complete a registration form which is available at the office or online at www.stpiusxschoolva.org. Drop off registration form with registration fee ($75.00 nonrefundable) at the school office.
2. All families are required to register with FACTS SIS / RenWeb to make one-time or monthly tuition payment automatic withdrawal as well as to determine financial aid eligibility. Register with FACTS SIS / RenWeb at https://online.factsmgt.com/signin/3CJ3H.

3. The principal reserves the right to set up an interview.

4. Upon registration the following documents must be presented:

   Birth Certificate
   Baptismal Certificate
   Immunization Record with completed Commonwealth of Virginia School Entrance Health Form
   Copy of the child’s current report card (grades 1 - 8)
   Any documented IEP or 504 plans for the student

5. A probation period of the first quarter exists for all new students. Any child who, after admission, does not perform satisfactorily either academically or behaviorally will have a family meeting with the administration and may be asked to withdraw from school.

6. Parents must inform school officials of any testing (psychological, physical, learning disability, IEP, 504 Plan, etc.) that has been completed for the child. All information will be held in confidence.

7. Any expulsion from a previous school is required information on the registration form. The reason for the expulsion details will be kept confidential.

**FINANCIAL POLICIES**

Each family is required to read and sign an “Enrollment Agreement and Disclosure Statement” before the start of the school year when enrolling their child/children at St. Pius X. By signing the “Enrollment Agreement and Disclosure Agreement,” the parents / guardians are obligated for the full tuition due for the entire school year, unless the applicant’s primary residence is moved outside the Hampton Roads area, military relocation, or the child/children is/are withdrawn for disciplinary or academic reasons. Tuition and Fees will not be refunded if a student is expelled. See section on Expulsion.

The following fees are due to the school as scheduled/needed:

* $75.00 Registration Fee. Non-refundable.

* As per Diocesan guidelines, tuition may be paid with one of three methods through FACTS Tuition Management: a one-time yearly payment (a one-time $20 FACTS SIS / RenWeb fee applies) or two semi-annual payments (a one-time $20 FACTS SIS / RenWeb fee applies) or eleven monthly payments with the first payment due on JULY 5th or 20th and the final payment due on May 5th or 20th (a one-time $50 FACTS SIS / RenWeb fee applies).

* Activity Fee (Included in tuition; one payment per child enrolled based on grade level) - Non-refundable. Covers textbook rental, ownership of workbooks,
consumable supplies, student magazines, standardized testing, IXL online learning workbook, Diocesan insurance, technology fee, library and FACTS SIS / RenWeb updating.

A $30.00 fee will be charged on all returned checks. Fees will be assessed by FACTSSIS / RenWeb for any credit card / debit card issues saved for Automatic Withdrawals.

TUITION ASSISTANCE

Tuition assistance is available to families who are registered and active in a local Catholic parish, who qualify for Education Improvement Scholarship Tax Credit (EISTC) funds, and / or whose finances demonstrate need. All families seeking tuition assistance must submit applications and be verified via FACTS SIS / RenWeb. Families must apply through www.factstuitionaid.com. The results are reviewed prior to tuition assistance being granted. Please notify the Finance Office should tuition assistance no longer be needed during the course of the school year. It is the obligation of the parents to finance the child’s education to the extent that they are able.

TRANSFERS/WITHDRAWALS

Parent(s)/Guardian(s) must complete a student withdrawal form at least five days prior to the date of leaving. Forms are available in the school office. All textbooks and library books must be returned and all accounts (Tuition, fees, CARES, etc.) settled prior to the release of records to the transfer school.

DAILY SCHEDULE

- A student arriving before 7:40 a.m. must report to the morning C.A.R.E.S. Program. Fees will be applied accordingly. No student may be left unattended on the school grounds.
- The GYM doors open at 7:40 a.m. This will be the ONLY door students in Kindergarten through 8th grade will be allowed to enter between 7:40 a.m. – 7:58 a.m. ONLY PK3 & PK4 students may be dropped off on the entrance of Hall C. PK3 & PK4 students will enter Hall C via the breezeway door.
- School begins at 8:00 a.m. Students entering via the GYM entrance will have until 8:00 a.m. to get to their homeroom before they are marked tardy. Students arriving after the 8:00 a.m. bell must enter school with a parent / guardian via the school office door and obtain a late slip.
- Morning prayers and news begin at 8:05 a.m.
- School dismisses at 3:10 p.m. Monday through Friday.

ATTENDANCE

General Attendance

Regular attendance and punctuality are essential to a student’s success, progress and to the formation of good habits. Regular attendance is the primary duty of the parents/guardians. Sporadic and long-term absences can seriously affect the academic performance of a student.
Students should not stay home to complete school work nor should they be absent for trips or appointments which could be scheduled outside of school time. Students who are excessively absent/tardy will be monitored by the Administration which may result in a parent/student conference with the Principal. Students with excessive absences/tardies lose valuable learning time as well as interrupt the progress of the classroom. Excessive absences may result in the repeating of the academic year. School work will not be given before an absence. All missed work and tests must be completed according to the following guidelines:

- For a one (1) day absence, the student should take the test/quiz on the first full day back and has one (1) complete day to make up homework and classwork.
- In the case of serious illness, the number of days absent will dictate the number of days allowed for makeup work. Example: Absent 3 days - the student would have 3 days to make up the work and/or prepare for the test/quiz which will be taken on the 4th day back.

All test dates and homework assignments can be found in the Parent/Student area of the FACTS SIS / RenWeb program on the St. Pius X School website.

Absence

When a student is absent, please observe the following procedures.

1. The parent/guardian should call the school office at 757-588-6171 prior to 8:00 a.m. on the day the student is absent. Leave a message with the name of the child, grade level and reason for absence with the office staff or on the answering machine.

   **AND**

2. On the day of return the student must provide a NOTE signed by the parent, or an email may be sent from the parent/guardian account, which clearly states the dates of absence, reason of absence and the student’s name and grade level. Absentee notes are to be given to the homeroom teacher or emailed to the office at school@piusxparish.org. The notes are required by law and will be kept on file for one year. **Three or more days of absence requires a physician’s written note for admission back into school. In cases of communicable diseases a physician’s note is also required.**

3. For reporting purposes, an absence of 3½ hours or more is considered a half-day absence.

Lateness

A student who arrives late (at or after 8:00 a.m.) must report to the office for a late slip. He/she must also sign-in accompanied by a parent. A student’s permanent transcript carries the total number of late arrivals per year.

A student will also be marked late if he/she is not in homeroom by 8:00 a.m. even if he/she was dropped off prior to 8:00 a.m.
Request of Parents Regarding Absences and Lateness

Parents are requested NOT to write excuses for students who wish to stay home and/or arrive late to avoid taking tests, extend deadlines on notebooks, themes or term papers or to provide extra study time for tests. **Students who are late may be asked for work by the teacher of the classes they missed.**

*Homework Requests*

Parents who wish to request homework for a student should do so when calling in the absence in the morning. Homework can be picked up from the office at 2:30 p.m. Also, check FACTS SIS / RenWeb directly for homework

**LEAVING SCHOOL EARLY**

We encourage parents/guardians to schedule all appointments outside of the school day. However, if this is not possible, a note written by a parent/guardian should be sent to the teacher via the student the day prior to the early dismissal. This note should include the student’s name, grade level, the reason for the request, the date, time of pickup, and (if applicable) the expected time of return. An email with the above information may also be sent from the parent/guardian account to the office school@piusxparish.org.

- Parents are to come to the office to pick up the student and must sign the student out prior to leaving the premises.
- Students **will not be called to the office** until the parent/guardian has arrived.
- No one may go directly to the classroom to pick up a student.
- **Students should not be picked up after 2:30 pm for early dismissal.**

**DISCIPLINE POLICIES**

The essence of Christian discipline is self-discipline. St. Pius X students are expected to exercise self-control and conduct themselves properly at all times with courtesy, decency, respect, appropriate language, honesty, and wholesome relationships with peers. This is expected at all school activities on and off the school premises (Before and After CARES, Athletics, Field Trips, School Sponsored Events, etc.).

The St. Pius X School discipline policy attempts to constitute acceptable and unacceptable behavior. A student who violates any of the codes is subject to disciplinary action which may include detention, suspension or expulsion as defined below. The principal is the final recourse in all disciplinary infractions and may waive any disciplinary rule for just cause at his/her discretion.

School Administration has final say on all disciplinary actions. In certain disciplinary matters, School Administration will involve and / or consult with the Office of Catholic Schools (Diocese of Richmond) for input and guidance.

*Attendance*

Students are to be on time to school and all classes, attend all classes regularly, and not leave the school grounds without administrative approval.
Gum

Students are not permitted to chew gum during the school day. This includes before and after CARES, school Mass, field trips, lunch, recess and other school related activities.

Non-compliance With School Uniform

Students must be in full regulation uniform each school day. See “uniform” section for more details.

Cell Phones

Cell phones may be brought to school under the following conditions:

- Phones must be turned off during the school day and in the student’s backpack not in their pocket or lunchbox.
- Phones or any digital devices may not be used for taking pictures or video, sending text messaging, going on Instagram, Snapchat, or any social media during the school day.
- If a teacher discovers a student violating these rules the phone will be taken from the student and given to the principal. For a first violation, the student may pick up the phone from the principal at the end of the day. For a second violation, the phone will be returned to a parent who needs to come into the office to pick it up. Subsequent violations may result in losing the privilege of having a cell phone in school.

Bullying / Harassment

Bullying/harassment is defined as an abuse of power by an individual (or group) who deliberately targets others for repeated physical and/or psychological abuse, or a pattern of deliberate isolation or exclusion of another with the intent to be hurtful. Reported and witnessed harmful physical contact between students will be investigated and addressed by faculty and staff and if necessary, by Administration. All forms of cyberbullying on computers, cell phones or other electronic devices at school or home are unacceptable. Cyberbullying includes, but is not limited to, the following misuse of technology: harassing, teasing, intimidating, and threatening another by sending or posting inappropriate or hurtful messages, pictures or images, including Website postings or blogs. Intervention including students and parents will be conducted to address the issue. If behaviors continue, a student could face possible suspension or expulsion. It is important that all persons – those engaging in bullying behaviors, victims of bullying, or witnesses to the victimization of another – understand that bullying is a community concern requiring community-wide accountability and commitment to both its prevention and prompt, appropriate response if and when it occurs.

DISCIPLINE VIOLATIONS

Discipline Violations include, but are not limited to: Bullying / Harassing, Cheating, Disobedience, Disrespect, Flagrant Disruption, Fighting, Insubordination, Lying, Profanity, Stealing, Alcohol, Arson, Drugs, Threats, Trespassing, Vandalism, Weapons/Dangerous Instruments, etc.
ANY STUDENT COMMITTING A MAJOR DISCIPLINARY VIOLATION OR REPEATED DISCIPLINARY VIOLATIONS MAY BE SUSPENDED OR EXPELLED IN ACCORDANCE WITH DIOCESAN POLICY.

**DISCIPLINARY PROCESS**

The goal of discipline at St. Pius X School is to create responsible, caring students that exemplify respect for the spiritual, mental, and moral development of each person and to create an environment conducive to learning and growth.

At the beginning of the school year, classroom rules and school policies will be discussed with the students by their teachers. Appropriate behavior will be expected from all students and the consequences of choices he/she makes will be dealt with fairly and in accordance to policy by the faculty, staff and/or administration involved.

1st offense:
- Disciplinary violations will be handled by faculty and staff who will address the matter with the student.
- Faculty or staff will notify parents by email or phone call depending on the severity of the infraction.
- Administration will be made aware of the infraction.

2nd offense:
- Faculty and staff will address the matter with the student.
- Parent and Teacher conference will be scheduled.
- Depending on the severity of the infraction, school administration may be present.
- Disciplinary action will be determined.

3rd offense:
- Faculty and staff will address the matter with the student.
- A conference will be scheduled with parent, teacher, and administration.
- Disciplinary actions will be determined and may include a behavioral contract, In-School suspension, Out of School Suspension or possible withdrawal depending on the severity of the infraction.

If a violation of a more serious nature occurs, the administration will handle the situation in the following manner:

1st offense:
- An administrative conference with student and/or phone call to the student's parent/guardian. This serves as the first warning in the disciplinary process.
- Documentation of conference and phone call will be placed in the student's classroom file.

2nd offense:
- An automatic suspension of student and conference with administrator, parent/guardian, teacher and student.
- Documentation of the suspension and conference signed by all of the above and placed in the student's classroom file.
• The same documentation will also be sent to the Office of Catholic Schools in Richmond, Virginia.

3rd offense:
• An automatic suspension and the student is placed on disciplinary probation for the remainder of the year.
• A conference with administrator, parent/guardian, teacher and student will occur where a verbal and written warning will be issued. The warning will state that any subsequent violations may/will result in expulsion from St. Pius X School.
• Documentation of suspension, conference and warning will be signed by all of the above and placed in the student's permanent file.
• The same documentation will also be sent to the Office of Catholic Schools in Richmond, Virginia.

**DETENTION**

Any faculty member may assign students to after school detention for grave or repeated misconduct. Students will be asked to acknowledge their failure to observe school rules and if appropriate given the opportunity to avoid future infractions. Parents will be notified of infractions in a timely manner. In case of detention they will be given 24-hours notice so that transportation arrangements can be made. Notification may be made by email or by phone so that a confirmation is received.

After School Detentions are to start at 3:20 p.m. and end no later than 4:20 p.m. (one hour maximum time). A faculty member will supervise the detention.

**BEHAVIORAL PROBATION CONTRACT**

A student may be placed on probation for a specified period of time for serious or continued misconduct. Parents and students are informed of the seriousness of the action and the reason for probation. A conference will be conducted with parents, student, teacher, and principal and a written form of probation that includes a plan of action for improvement is signed by all. During the probation period, the student must show improvement in his/her desire to observe the classroom/school rules. If misconduct continues during the time of probation, the student may receive out of school suspension. Students on a behavioral probation contract may not participate in any extracurricular activities, including but are not limited to sports, SCA, NJHS, field trips, school dances. Behavioral contracts will generally extend over a six week period.

**SUSPENSION**

The school views suspension as a way of alerting parents to significant problems in discipline as well as providing strong reinforcement so that the student may improve in attitude and behavior. Two types of suspension may be issued.

*In-school Suspension* After multiple disciplinary infractions or if the severity of the infraction warrants, a student may receive In-school Suspension. During In-school Suspension, the student will report to the office for the school day instead of attending regular classes. The student will complete daily work / tests / quizzes from his or her teachers and will be required to complete homework assignments at home, not during
the school day while serving In-school Suspension. Student will have snack, lunch, and bathroom privileges apart from classmates.

*Out of school Suspension* - After multiple disciplinary infractions or if the severity of the infraction warrants, a student may receive Out of School Suspension. During Out of School Suspension, the student is removed from school for the duration of the suspension. During this period the student is forbidden to be on the grounds, enter the buildings, or attend any extracurricular activities of St. Pius X School. Out of school suspension results in the student being forbidden to attend or participate in St. Pius X Church activities like youth ministry social events and St. Pius X School activities like TCBL athletics.

**EXPULSION**

Expulsion is the permanent removal of a student from the St. Pius X School Community. Only the Pastor and/or the school administration have the right to dismiss a student after a thorough investigation.

- Major infractions as deemed by the administration will immediately render a student subject to expulsion. This includes, but is not limited to, any violation of the criminal code or an incident involving the police.

- Tuition, fees, and other financial obligations (CARES, etc.) must be paid in full (in order for any records to be released) and will not be refunded if a student is expelled.

**BULLYING**

At St. Pius X, we call all of our students to be peacemakers. Every person has the right to be treated with respect and dignity. No student has the right to treat another student in any way that will cause physical or emotional pain.

Bullying may involve but is not limited to: threats (written or verbal), teasing, name-calling, slurs, rumors, jokes, false accusations, intimidation, stalking, innuendos, demeaning comments, pranks, writing/drawing unkind notes or pictures, social isolation, gestures, cyber-bullying or other verbal or written conduct.

Cyber-bullying includes the following misuses of digital technology: written threats, teasing, intimidating or making false accusations about another student, teacher, staff member, or school/parish administration by way of any technological tool, such as sending or posting inappropriate emails, instant messages, text messages, digital images or website postings (including blogs and social networking sites).

This policy prohibits bullying in any form or by any media that occurs either:
1. On school premises, before, during or after school hours
2. On any bus or vehicle as part of any school activity
3. During any school function, extracurricular activity or other school sponsored event or activity including athletics.
4. Any outside school events involving students of St. Pius X School
Reporting Complaints: Each student and parent has a duty to report any legitimate incident of bullying/cyber bullying to the school. The school personnel cannot act on hearsay or rumors however, if a student experiences (or a parent/guardian witnesses or learns of) any incident involving the above, it should be reported to the school administration. Parents are encouraged to share with the administration any inappropriate emails, “tweets” or any other social media postings. Parents/Guardians should regularly check their child’s account and make sure that what they are posting is appropriate as well.

Disciplinary measures will be taken for violations of this policy. This may include suspension or dismissal from school depending on the circumstances and age of the child. Parents must realize that everything is not always what it seems and that there may be extenuating circumstances or information that you do not have. The school administration will investigate all actions, examine all sides and handle as deemed appropriate. At no time will we discuss consequences of another student due to privacy concerns. Threats of physical harm may be reported to the local authorities.

**CUSTODY**

St. Pius X School abides by the provisions of the Buckley Amendment with respect to the rights of non-custodial parents. In the absence of a court order to the contrary, the school must provide the non-custodial parent with access to the academic records and other school-related information regarding the child. The non-custodial parent must provide a current address in order to obtain information.

If there is a court order specifying that there is to be no information given, it is the responsibility of the custodial parent to provide the school with an official copy of the court order dealing with the education/visitation of the child. It is also the parent’s responsibility to inform the school of the addresses where the student’s records should be sent.

Divorced/separated parents/guardians must provide the school with a court certified copy of the custody section of the divorce decree. If no such copy is on file, school officials will assume that both parents have custodial rights.

**ITEMS BROUGHT TO SCHOOL**

All items requested by the Faculty, Staff, Home & School Association, Athletic Department or any other approved organization for “show and tell”, projects, fundraisers or charitable collections are to be appropriate. Students may bring footballs, basketballs and rubber playground balls for use during recess with the understanding that the school is not responsible for loss, theft or damage.

**LOST AND FOUND**

All clothing, school bags, lunches, etc. should be marked clearly with your child's name and grade. All articles found should be placed in the lost and found area located in the Parish Hall. Any uniform items still in lost and found at the end of the school year will be sold by the school. Any items still in lost and found at the end of the school year will be donated to local thrift stores.
OFFICE TELEPHONE POLICY

Students are discouraged to call home for forgotten homework, projects, lunches, etc. However, we understand that at times children forget things. Students will be allowed to call from the front office for an occasional item. If forgotten items are brought to school, please leave them at the school office and the student will receive them in a timely manner.

ACADEMIC PROCEDURES

St. Pius X School offers a comprehensive Religious Education program and high school preparatory curriculum. All students at St. Pius X must take Religion courses. St. Pius X requirements for grade promotion are the same as those required by the prescribed course of study from the Diocese of Richmond and the Commonwealth of Virginia.

CURRICULUM

**Pre Kindergarten**
- Religion
- Reading Readiness
- Math Readiness
- Social Studies
- Science
- Foreign Language
- Health and Safety
- Technology
- Library
- Physical Activity
- Music
- Personal-Social Development
- Educational Games and Free Time
- Free Time
- Learning Centers
- Artistic Creativity

**Kindergarten**
- Religion
- Reading Readiness
- Math Readiness
- Social Studies
- Science
- Foreign Language
- Health and Safety
- Technology
- Library
- Physical Education
- Music
- Art
- Educational Games and Learning Centers
- Communication Skills
- Handwriting

**Grades 1-5**
- Religion/Family Life
- Language Arts:
  - English, Reading
  - Spelling, Writing
- Math
- Science
- Social Studies
- Physical Ed/Health
- Foreign Language
- Technology
- Music
- Art

**Grade 6**
- Religion/Family Life
- Language Arts:
  - English, Reading
  - Spelling, Writing
- Math 6/Pre-Algebra
- Science
- Social Studies
- Physical Ed/Health
- Foreign Language
- Technology
- Music
- Art
Grade 7
Religion/Family Life
Language Arts:
  English, Reading
  Spelling, Writing
Pre-Algebra/HS Algebra I
Science
HS Geometry
Social Studies

Foreign Language

Technology
Music
PE/Health
Art

Grade 8
Religion/Family Life
Language Arts:
  English, Reading
  Spelling, Writing
HS Advanced Algebra I/
  HS Algebra I/
HS Earth Science/Science 8
Social Studies
  Civics / HS World History*
HS Foreign Language/
  Foreign Language 8
Technology
Music
PE/Health
Art

All students have open access to the library and library skills are integrated into the Language Arts curriculum.

ACADEMIC POLICIES

Homework

Homework is an essential part of the total educational process of the student. Homework will be assigned daily at the discretion of the individual teacher(s) in grades 1 through 8. The purpose of homework is to reinforce learning and develop study skills so that the student may become an independent learner. Homework includes written, study, reading assignments, and online work using sites like Edmodo, IXL, Khan Academy, etc. Students are encouraged to write all assignments in their planners. All of the correct assignments for nightly homework will be located in the FACTS SIS / RenWeb ParentsWeb parent portal by 4 p.m. daily.

The parent’s role is primarily that of providing a suitable place for study and helping your child decide the best time for study. Parents should supervise homework but not actually do the work. If you are noticing frustration due to difficulty in a homework assignment, please contact the teacher about your observation. Having children sit for long periods of unproductive time accomplishes nothing and by communicating, a teacher may look for solutions to specific problems regarding homework. If a student fails on a continual basis to complete homework assignments, the teacher(s) will determine the consequences of this action.

The following time allotments serve only as guidelines for each evening. It should be understood that the time allotment will vary depending upon such factors as attention span, proper working habits, and study conditions. Middle school students taking courses for High School credit should expect increased workload and increased expectations. In order to receive the high school credit, high school rigor must exist in these courses.
Average Time Allotments

<table>
<thead>
<tr>
<th>Grades</th>
<th>Time Allotment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grades 1 &amp; 2</td>
<td>10 to 20 minutes</td>
</tr>
<tr>
<td>Grades 3, 4 &amp; 5</td>
<td>30 to 50 minutes</td>
</tr>
<tr>
<td>Grades 6, 7, &amp; 8</td>
<td>60 - 90 minutes or more</td>
</tr>
</tbody>
</table>

Tests, homework, and long-term assignments are the personal responsibility of the student. They should be completed with the honor that is always expected of a St. Pius X student. Parents will be required to sign and return tests and quizzes sent home by teachers in Grades K – 5. Signatures on assignments will be at the discretion of individual teachers. All quiz and test scores can be found on FACTS SIS / RenWeb.

If a student says he/she has no homework, please check the FACTS SIS / RenWeb ParentsWeb for verification of assignments.

Progress Reports

Progress Reports will be issued via FACTS SIS / RenWeb for all students in grades PreK through 8 four times per year. Parent-Teacher conferences are scheduled for the first quarter report card and third quarter progress report. Parents or Teachers may request a conference at any time. Parents are asked to email the teacher directly when requesting a conference outside the posted dates. Dates and times of conferences will be sent via email and posted on the school calendar and on the St. Pius X School Website.

Report Cards

Diocesan standardized report cards are issued via RenWeb for all students in grades K-8 four times per year. Parent/guardian must acknowledge viewing their child’s/children’s report card(s) by emailing the homeroom teacher. Parent-Teacher conferences will be scheduled for the first and third quarter report cards. Conferences are by request and appointment for the first and third quarter progress report cards. Dates and times will be sent via email and posted on the school calendar and on the school website.

Individual subject grades and averages can be viewed at any time on the FACTS SIS / RenWeb ParentWeb program.

Grading

Progress reports and report card averages are obtained by combining scores from written/oral tests and quizzes, classroom and home assignments, projects, in-class oral participation, exams (gr. 6-8), and other activities assigned by classroom/resource teachers. Neatness, completion and promptness of assignments are also taken into consideration in all grading aspects. Detailed explanations will be given by individual teachers at the beginning of the year.
### Grade: Early Learners and Junior Kindergarten (PreK-3 and PreK-4)

<table>
<thead>
<tr>
<th>Grade: Early Learners and Junior Kindergarten (PreK-3 and PreK-4)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Grading Scale - Standards / Skills</strong></td>
</tr>
<tr>
<td>3 = Meeting grade level standard; applies skills consistently and independently</td>
</tr>
<tr>
<td>2 = Developing grade level standard; applies skills inconsistently with or without support</td>
</tr>
<tr>
<td>1 = Below grade level standard; unable to apply skills with support</td>
</tr>
<tr>
<td>^ = skill requires improvement</td>
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<tr>
<td>/ = skill not assessed</td>
</tr>
</tbody>
</table>

### Grade: Kindergarten

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Grading Scale - All Courses, Self-Discipline, &amp; Work Habits</strong></td>
</tr>
<tr>
<td>3 = Meeting grade level standard; applies skills consistently and independently</td>
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<tr>
<td>2 = Developing grade level standard; applies skills inconsistently with or without support</td>
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<tr>
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</tr>
<tr>
<td>/ = skill not assessed</td>
</tr>
</tbody>
</table>
Grades: 1-2

Grading Scale - All Courses, Self-Discipline, & Work Habits

3 = Meeting grade level standard; applies skills consistently and independently

2 = Developing grade level standard; applies skills inconsistently with or without support

1 = Below grade level standard; unable to apply skills with support

^ = skill requires improvement

Grades: 3-5

Grading Scale - Major Courses

A+ = 97-100  A = 93-96  A- = 90-92

B+ = 87-89  B = 83-86  B- = 80-82

C+ = 77-79  C = 73-76  C- = 70-72

D+ = 67-69  D = 63-66  D- = 60-62

F = 59 and below

^ = skill requires improvement

Grading Scale - Resource Courses, Self-Discipline, & Work Habits

3 = Meeting grade level standard; applies skills consistently and independently

2 = Developing grade level standard; applies skills inconsistently with or without support

1 = Below grade level standard; unable to apply skills with support

^ = skill requires improvement
Grades: 6-8

<table>
<thead>
<tr>
<th>Grading Scale – All Courses</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
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</tr>
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<td>D = 63-66</td>
<td>D- = 60-62</td>
</tr>
<tr>
<td>F = 59 and below</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Failures/Multiple Failures

The faculty and administration want to see each student reach his/her potential and are willing to assist so that the student can meet with success. Students who have multiple failures in any quarter will have a meeting with the teacher(s), parents, and Principal so that a remediation plan can be put into action. This plan will be documented and followed so that the student has an opportunity to succeed in the area(s) he/she is found to be weak. Any student who falls into this category will be placed on academic probation for the following quarter. Two successive quarters of multiple failures in major subjects may be cause for dismissal from St. Pius X School.

Honors

Principal's List:

Grades 4 - 5:
- A grade of 93 or above in all Core Academic Subjects.
- A grade of 2 or above in all Resource Subjects (revised December 11, 2019).
- A grade of 3 in Self Discipline & Work Habits.

Grades 6 - 8:
- A grade of 93 or above in all Core Academic and Resource Subjects.

First Honors:

Grades 4 - 5:
- A grade of 87 or above in all Core Academic Subjects.
- A grade of 2 or above in all Resource Subjects.
- A grade of 2 or above in Self Discipline & Work Habits.

Grades 6 - 8:
- A grade of 87 or above in all Core Academic and Resource Subjects.
Second Honors:

Grades 4 - 5:
· A grade of 80 or above in all Core Academic Subjects.
· A grade of 2 or above in all Resource Subjects.
· A grade of 2 or above in Self Discipline & Work Habits.

Grades 6 - 8:
· A grade of 80 or above in all Core Academic and Resource Subjects.

Honors Recognition and Honors Convocation

In recognition of academic achievement, St. Pius X School has quarterly ceremonies to congratulate those students who have achieved Honor Roll (Principal’s List, First Honors or Second Honors) for that marking period.

At the end of the school year, St. Pius X School hosts an annual Honors Convocation to celebrate students who have achieved Honor Roll (Principal's List, First Honors, or Second Honors) the entire school year and the top three academic students from grades 4 through 7. Those students in Grade 6 and Grade 7 with the highest number of service hours will receive a Service Award and additional Awards will be presented.

Academic Failures

In order to be successful at the next grade level, students must master the material at their current grade level. Summer remediation is required for any student in grades 3 through 7 who has one or more failing final average(s) on his/her report card. Failure constitutes a "cumulative" grade in a particular subject area of less than 60 or a letter grade of F.

Remediation may take the form of summer school or tutoring. The teacher for the failed subject will outline the weaknesses of the student and document what must be mastered before promotion to the next grade level. The parent and student are responsible for documenting the remediation sessions. A test will be given the week before the opening of school to verify the mastering of the subject area(s).

Students in grades 3 through 7 will not be admitted to the next grade level with a failing grade in an academic area unless remediation is provided.

Retention

Careful assessment of a student’s performance and ability must be considered before retention is recommended. All support services will be put into place in order to prevent retention. Parents will be notified at the beginning of the third quarter if retention is a possibility.

A child will be retained in a grade if:
(1) he/she has an overall failing general average as noted in the last column of the report card, or
(2) he/she has one or more failure(s) in a major subject and does not receive remediation.

A student who fails 8th grade **may not** repeat the 8th grade at St. Pius X School.

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**CARE OF BOOKS/FURNITURE AND PERSONAL EFFECTS**

It is each student’s responsibility to have all books covered. Hard-bound textbooks should be covered with a stretchable book cover (book sock). The hard-bound books are rented for the year and any book which is lost or destroyed must be replaced at the current catalog price.

Consumable books (lab manuals, workbooks, etc.) must be cared for and be in school for the duration of their use. All books must be covered and taken home in school bags. Clear contact paper may be used to cover student workbooks only. No contact paper is to be put on hard-bound textbooks.

Classroom desks and chairs are part of school property. They should be treated as a student’s personal property. In the event of writing on, carving in, or any other defacing of desks or chairs the offending student will be held responsible for replacement at the current catalog price.

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**TECHNOLOGY**

Computer equipment (except Bring Your Own Device) is part of school property. Students who abuse or misuse the equipment are subject to disciplinary action determined by the computer teacher and the administration. A Technology contract must be signed by the student and parent(s)/guardian(s) prior to student’s use of school technology equipment.

Abuse and/or misuse of this equipment is defined below:

1. Using equipment without permission of school authorities;
2. Rough treatment of any equipment causing equipment to break or malfunction;
3. Escaping/minimizing/changing/adding programs, etc. without the teacher's permission or proper supervision;
4. Interfering with another student’s program or computer work;
5. Programming the computer in an irresponsible way causing unnecessary delays, memory damage, viruses, etc. that end in the malfunctioning of the equipment;
6. Copying or attempting to copy a copyright protected program;
7. Use of disks, flash drives, etc. which are not school property which may result in a computer virus or other problem which causes the computer to malfunction;
8. Logging into the system under a false name i.e. another student or adult;
9. Hacking into St. Pius X teacher, administrative and/or school record keeping files;
10. Any other illegal “hacking” activity;
11. Any activity deemed as abusive by the administration.
A student who would use a cell phone or computer to “sext,” “text,” blog or cause harm to another student or teacher may be subject to dismissal. The use of any social networking sites is discouraged for our students and use of them to harm another student’s or teacher’s reputation may lead to dismissal. At no time may a student use the name St. Pius X Church or St. Pius X School on any website or social networking site.

Food, drink, gum, etc. is not allowed in the technology lab or when using the Chromebooks or mobile labs.

**COMPUTER USE / INTERNET USE**

Available to St. Pius X School students and teachers is access to computer and Internet resources. It is only through the continued efforts of the St. Pius X community that this access is possible. The use of computer technology and Internet access is an integral part of the education at St. Pius X School. Our mission includes promoting educational excellence by facilitating resource sharing, student innovation, communication, and STEM integration.

Internet access is coordinated through a complex association of government agencies as well as regional and state networks. Along with access to computers and people all over the world comes the availability of materials considered to be objectionable and contain no educational value. The faculty, staff and administration at St. Pius X School take every precaution to restrict access to controversial information. However, on a global network it is impossible to control all materials so an industrious user may discover or create controversial material. We firmly believe that the valuable information and interaction available on this network far outweighs the possibility that users may procure material that is not consistent with the educational goals of St. Pius X School.

Before accessing the network or the Internet, students will be instructed on the aspects of security and ethics involved in using the network. This instruction is given by the technology instructor and reviewed by the classroom teachers.

A Diocesan computer/internet use contract will be emailed home at the beginning of the school year. This contract is to be completed, signed and returned immediately. Access to all computers at St. Pius X School is prohibited until the contract is returned.

**BRING YOUR OWN DEVICE**

St. Pius X School will allow 4th – 8th grade students to use privately owned electronic devices, **except phones and/or devices that have phone capability**, to access the SPX wireless network. The wireless access provided to the devices is designated to the enhancement of the students’ educational experiences and outcomes.

Connecting to the SPX wireless network is a **privilege**; and **not a right**. Permission to bring a personal device is contingent upon adherence to the Diocese of Richmond Technology agreement and the policies set forth by St. Pius X School. If a personal device is used by a student to disrupt the educational environment or the student breaks
the Diocesan contract and/or St. Pius X technology policy, that student’s privilege of using the personal device/school device will be limited or revoked.

**SPX Guidelines:**

1. Students may use a privately owned electronic “Internet ready” device on the SPX wireless network with teacher permission. Devices will not be allowed outside for recess or inside the Parish Hall. Privately owned electronic devices may ONLY be used to access the SPX wireless network in the C.A.R.E.S. program when approved by authorized school personnel.

2. The use of a privately owned electronic device is to support and enhance instructional activity.

3. Students are not permitted to access the Internet using any external Internet service but those approved for use on the SPX wireless network.

4. No privately owned electronic device may be connected to the SPX wireless network by a network cable plugged into a data outlet. Network access is provided by wireless connection only.

5. No student shall establish a wireless ad-hoc or peer-to-peer connection using his/her electronic device or any other wireless device while on school premises. This includes, but is not limited to, using a privately owned electronic device as a cabled or wireless hotspot.

6. Voice, video and image capture applications may only be used with teacher permission.

7. Sound is to be muted unless otherwise specified by the teacher for the purpose of instructional activities.

8. The privately owned electronic device owner is the only person allowed to use the device.

9. No Diocesan/SPX School owned academic or productivity software can be installed on personal devices.

10. No student shall use any computer or device to illegally collect any electronic data or disrupt networking services.

11. Devices are brought to St. Pius X School at the students’ and parents’ own risk. In the event that a privately owned device is lost, stolen or damaged St. Pius X School is not responsible for any financial or data loss.

12. Violation of the Diocese of Richmond Technology policies, St. Pius X School policies or regulations, local, state and federal laws while using a personal electronic device on the SPX wireless network will result in appropriate disciplinary and/or legal action as specified in the Diocese of Richmond Technology agreement, *SPX Parent/Student Handbook* as well as local, state and federal law.
13. St. Pius X School personnel cannot attempt to repair, correct, troubleshoot, or be responsible for malfunctioning personal hardware and/or software.

14. St. Pius X School reserves the right to examine the privately owned personal device and search its contents if there is a reason to believe that Diocese of Richmond policies, St. Pius X School policies or local, state and/or federal laws have been broken.

15. Privately owned electronic devices may not be used during the instructional day to: access stored data unless it is from the students’ own network saved file, access private Internet connections or other forms of electronic communications; or communicate with persons not authorized by the school during the instructional day.

16. St. Pius X School administration and faculty reserve the right to take a privately owned electronic device that is being used or suspected of being used in violation of these Guidelines, the Diocese of Richmond Technology agreement, the St. Pius X School Parent/Student Handbook policies, and/or any local, state and/or federal law or regulation. St. Pius X School administration may search privately owned electronic devices when reasonable and articulable suspicion exists that the device was used in violation of the above mentioned. St. Pius X School administration will contact appropriate law enforcement agencies and provide information concerning the use of the device for suspected violation of law or regulations.

St. Pius X Middle School students have the option of bringing their own device. This is not a requirement. St. Pius X School technology department will provide laptop computers/chrome books for use to those students who do not bring their own device.

**LIBRARY/MEDIA CENTER**

St. Pius X School library is an open access library system which allows individual students and classes to access the library at their convenience. The library is available for use before school (7:45 a.m.) and throughout the school day. Library usage is a privilege and proper conduct is expected at all times.

Food, drink, gum, etc. is not allowed in the library. There is a fine of 10¢ for grades PK3 through 3rd and 25¢ for grades 4th through 8th per school day for overdue materials.

**TRANSPORTATION**

Parents/guardians visiting the school office in the morning, please drop your children off at carpool arrival (GYM door) before coming to the office.

**ARRIVAL:**

Children should arrive at school no earlier than 7:40 a.m. unless they are going to the Morning C.A.R.E.S. Program or SPX News. At 7:40 a.m. students are to enter the school using the GYM door. See below for diagram.

Children in grades Kdg. – 8th coming to school by car should be taken to the parking lot behind the school (Carpool B). Cars should proceed at a safe rate of speed and follow parking lot procedures. **PLEASE** do not drop your child(ren) off before you are
instructed to do so by the faculty/staff member in carpool. If you need to walk your child to the GYM door, please park in the middle area of the lot and walk with your child to the door. When you are ready to leave the lot you must enter the carpool line opposite side of where the children are being dropped off in line. Please do not cut in line in front of cars that are in the process of dropping off their students. We MUST ensure the safety of ALL students here at St. Pius X School. Children in PK3 & JK will be dropped off on the breezeway and enter through Hall C doorway. Parents are asked not to park by the breezeway or in the driveway between the Church and the Parish Hall by order of the FIRE MARSHALL.

PLEASE DO NOT:

· stop on Halprin Drive;
· drop children off on the Larrymore School property or in their parking lot;
· have children to school before 7:40 a.m. unless they are enrolled in the Before C.A.R.E.S. Program, SPX News or Band;
· allow children to walk down the driveway without an adult;
· walk children to their classroom;
· drop children off in front of flag pole or on the driveway between the church and school.

Directions of the faculty and staff on duty are to be followed at all times for the safety of the children. Please treat St. Pius X School faculty and staff with respect. Abusive language will not be tolerated. The administration reserves the right to suspend carpool privileges of anyone violating policies and procedures of the carpools.
Parking Lot Procedure:

Halprin Drive

DRIVEWAY BETWEEN CHURCH AND SCHOOL

GYM

Breezeway

MEMORIAL HALL
Children walking to school should follow the same procedures when entering the property.

Children who ride a bike should dismount and walk the bike upon coming onto the school property. The bike should be walked to the bike racks located between Hall C and Sabato Wing.

**DISMISSAL**

Children will exit the building between 3:08 p.m. and 3:10 p.m. Monday through Friday. Parents should be waiting next to their cars in the appropriate car pool line. Parents should not be on the breezeway or any other spot where they will interfere with the safe exit of all students.

**Carpool Lines:**

Please choose the carpool line you wish your child to be in to leave school each day. If you desire a change in this line please send a note to the child's teacher in order for him/her to be placed in the appropriate line. Children cannot be taken out of a line during the dismissal procedures.

Bike Riders: Bikers will join a walker line walking their bikes to that line. They will continue to walk the bike until the line is dismissed by the teacher in charge.

Larrymore Walkers School Side: Students who wish to walk home going past Larrymore Elementary School and DO NOT need to cross Halprin Drive.

Larrymore Walkers Convent Side: Students who wish to walk to the Larrymore Lawns section and need to cross Halprin Drive.

Little Creek Walkers: Students who walk down or cross Little Creek Road.

Saratoga Walkers: Students who walk behind the school and over the land bridge to the Saratoga section.

Carpool A (across from school): Students whose parents pick them up and drive towards Military Highway on Halprin Drive or students whose parents turn right onto E. Little Creek Road out the back part of the lot should use the lot across from the school in the Convent parking lot.

Lines should follow these procedures:

- Enter the lot at a safe rate of speed.
- Line up in the front part of the lot facing the convent to exit right onto Halprin and in the back part of lot facing Little Creek Rd. to exit right onto Little Creek Rd.
- Line up no more than five cars deep being sure the end of the car line does not block the entrance.
- Remain in or next to your car. The children will walk down the rows of cars.
- Cars will not move from the line or exit the lot until all children are safely in their vehicles or on the convent grass and the teacher on duty waves the cars to begin.

Children whose parents are late will be taken to the breezeway located on the
Larrymore side of the school building until 3:20 p.m.. After 3:20 p.m. the students will be escorted to C.A.R.E.S.. Parents will be responsible for the cost of the program.

- Directions of the faculty and staff on duty are to be followed at all times for the safety of the children. Please treat St. Pius X School faculty and staff with respect. Abusive language will not be tolerated. The administration reserves the right to suspend carpool privileges of anyone violating policies and procedures of the carpools.

Car Pool B (behind school): Students whose parents turn left onto Little Creek Road off Halprin Drive or continue on Halprin Drive toward Tarrallton should use this lot. All cars should follow these procedures:

- Cars should enter the lot via the driveway between the church and the school
- Cars should proceed at a safe rate of speed.
- Parents should line up no more than five deep facing the Larrymore field, being sure not to block the entrance if they are the last car in the line.
- Late parents should go to the end of the line and wait for the lot to clear and proceed to the breezeway to pick up their student. Please do not leave your car or call your child to the car.
- Cars will be waved on to exit one row at a time by the teacher in charge.
- All cars MUST MAKE A RIGHT HAND TURN onto Halprin Drive
- Once your child is in the car you may not allow him/her to leave the car for any reason or exit the line to park and re-enter the building.
- Prior to the beginning of the exiting, a teacher will take the remaining children to the end of the breezeway until 3:20 p.m. when they will be escorted to After Care. Parents will be responsible for the cost of the program.
- Directions of the faculty and staff on duty are to be followed at all times for the safety of the children. Please treat St. Pius X School faculty and staff with respect. Abusive language will not be tolerated. The administration reserves the right to suspend carpool privileges of anyone violating policies and procedures of the carpools.

Children may not return to the school once they leave the building with the lines unless accompanied by an adult. Students having after school activities immediately following dismissal must report to the area designated by the administrator until picked up by the activity coordinator. Students remaining after 3:20 p.m. will be escorted to C.A.R.E.S. at the parents’ expense.

**CLINIC/HEALTH INFORMATION**

**ILLNESS OR INJURY DURING SCHOOL HOURS:**

If your child has a specific medical problem it should be brought to the attention of the school nurse, teacher and the office by sending a note to each of them. A student who is ill will be permitted to report to the clinic after obtaining the teacher's permission to leave class. If the nurse is not in the clinic at the time of the illness the student should report to the office.

It is **ABSOLUTELY ESSENTIAL** that each student has an up to date emergency contact information on RenWeb authorization card on file with the that includes work telephone and cellphone numbers. This information will be used by the school nurse to contact parents/guardians when a child is in the clinic.

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**HEALTH CONCERNS:**

Because it puts faculty, staff, and other children at risk, children should not be sent to school when they have symptoms of illness: temperature elevation, vomiting, diarrhea, or when they have not fully recovered from an illness. A normal temperature reading for 24 hours without medication following illness is a good indicator. Children should not be sent to school if they have sustained a questionable injury occurring at home of which they have not fully recovered.

It is the responsibility of the parent to notify the teacher and nurse in the event of long-term or short-term health circumstances that could adversely affect a child's performance in school as a safety and health precaution. All such information will be kept confidential.

Parents must notify the teachers/nurse in the event that there is a temporary or chronic need for children to be excused to go to the lavatory other than normal or regularly scheduled breaks.

**CHILD NEGLECT OR ABUSE:**

All Administrators, Faculty and Staff are required by law to report suspicions of child abuse and/or neglect to Child Protective Services.

**MEDICATION:**

- All medication (including over-the-counter) must be brought to the clinic by a parent or guardian in a labeled container.
- Children may not be in possession of or take any medication on their own.

St. Pius X School can be responsible for the administration of medication when the following regulations are met:

- Written orders from the physician detailing the student’s name, the name of the drug, dosage, the route and the time interval medication is to be taken, using the PHYSICIAN portion of the Medication Permission Form.

- A signature of parent or legal guardian requesting that the school comply with the physician's order.

- The medication is to be brought to the school by the parent or legal guardian in a container which is appropriately labeled by the pharmacy or the physician.

- If a parent or legal guardian is unable to deliver the medication to the school it is requested that permission in writing be sent to the school office to confirm that it is being delivered by the student with the completed form.

Please do not ask us to dispense medication unless it is absolutely necessary.
MEASLES, MUMPS AND RUBELLA:

Please note students' health records will be reviewed prior to enrollment for an inoculation within the past year of a Measles, Mumps and Rubella (MMR) booster. Effective July 1, 1999, all children born on and after January 1999 are required to have a dose of chickenpox vaccine no earlier than the age of 12 months.

COMMUNICABLE DISEASE:

· Children who have a communicable disease should not be sent to school.
· In the case of some diseases, a doctor's note or treatment plan may be required.
· In the case of head lice, children will not be permitted to attend school until they have been treated and are free of parasites and their eggs (nits).

School children shall be excluded from school for the indicated period of time for the following diseases:

Chicken Pox - 6 days from onset of last crop of vesicles
German Measles - 4 days from onset of rash - Doctor's note required
Measles - 6 days from onset of rash - Doctor's note required
Mumps - 9 days from onset or until swelling subsides - Doctor's note required
Whooping Cough - 4 weeks from onset of illness - Doctor's note required
Scarlet Fever, Respiratory Streptococcal infections - 7 days from onset
Acute Contagious Conjunctivitis (Pink Eye), Trachoma - 24 hours from institution of appropriate therapy
Impetigo - until judged non-infective by school nurse or child's physician
Pediculosis (Head Lice) - until judged non-infective by school nurse or child's physician
Ringworm, Scabies - until judged non-infective by school nurse or child's physician

HIV / HEPATITIS B POLICY

St. Pius X School, following the policy of the Diocese of Richmond, Virginia, does not discriminate with regard to students infected with HIV/AIDS. These students would be placed in classroom situations according to procedures operative for all students and are entitled to the same rights, privileges and services. The individual's right to confidentiality will be maintained by those privileged to this information due to the role each plays in ensuring a quality school environment for the student.

All school personnel and volunteers are required to use universal precautions.

Decisions concerning admissions and changes, if any, in the educational program of the student infected with HIV / AIDS will be made on a case-by-case review by the principal in consultation with the Superintendent of Schools, and if necessary, other persons designated by the principal (i.e., school nurse, student's physician).

Parents, please instruct your child to wash his/her hands frequently, especially after using the bathroom and before eating.

All cuts should be covered with a band-aid. Any student whose clothing has been exposed to bodily secretions must change his/her clothes immediately; (i.e., blood, urine, vomit). This will necessitate a call to the parent unless a change of clothing is
available at school. This is a federally mandated guideline as a precaution against Hepatitis B and HIV. We have the legal responsibility to notify the parent and have the student removed from school if a change of clothing is not available.

The above policy is also applicable to Hepatitis B. Beginning on July 1, 2001, all children will be required to have the three doses of the Hepatitis B vaccine prior to the first day of school.

**MINIMUM IMMUNIZATIONS REQUIRED OF ALL STUDENTS BY THE STATE:**

- Copy of school physical within 12 months prior to enrollment
- Immunization requirements
  - 4 DTP (last one must be given on or after 4th birthday)
  - 4 OPV (polio) (last one must be given on or after 4th birthday)
- A minimum of 2 measles, 2 mumps and 1 rubella.
- All incoming 1st, 2nd, 3rd & 6th graders MUST have three doses of Hepatitis B vaccine before admission
- Varicella (Chicken Pox) vaccine: Effective March 3, 2010 a second dose must be administered prior to entering Kindergarten but can be administered at any time after the minimum interval between dose one and dose two.
- All incoming 6th graders MUST receive a Tdap booster.

*The school must be made aware of any physical or mental limitations of the child.*

**WE MUST HAVE CURRENT EMERGENCY NUMBERS ON FACTS SIS / RenWeb.**

**CLINIC VOLUNTEERS**

The clinic volunteers are here to assist the school nurse. All volunteer paperwork requirements must be met. A schedule will be posted by the school nurse.

**CLINIC CLOTHES**

Clothes borrowed by students from the school should be washed and returned promptly the next school day.

**DRESS CODE**

Students should be in full uniform on the first day of school. New students will be given sufficient time to procure uniforms. If an emergency arises at home, please send a written note with the student on that day. It is expected that students will arrive at school looking clean and well-groomed each day.

Dress uniforms are required for all school Masses. Occasionally there will be special functions that require the dress uniform. These days will be listed on the school calendar.
Uniforms may be purchased from:

- **Flynn & O’Hara Uniform Company**
  Woods Corner Shopping Center, Ste 113
  1920 Centerville Turnpike
  Virginia Beach, VA 23464
  757-479-2100
  (Fax) 757-479-5480

- **Lands’ End School Uniforms**
  1-800-469-2222
  www.landsend.com/school

Asterisk (+) items must be purchased from either uniform company.

Limited Second-hand items are available at the Used Uniform Sales. The used uniform sale is generally held the same day as the stationery sale.

**BOYS EVERY DAY UNIFORM WEAR**

**Grades K to 8:** Navy dress slacks.
- No corduroy, denim, jean looking types, or oversized baggy pants.
- Pants must be worn at the waist.
- Light blue polo shirt (long or short sleeve) with school logo+.
- Only plain white short sleeve undershirts (t-shirts) may be worn under the polo shirt.
- Solid navy blue or black belt.
- Solid navy blue **crew length socks (no white socks).**
- Regulation shoes.

*ONLY the following items may be worn during class time:*
Navy blue fleece pullover with school logo+ or navy V-neck pullover sweater with school logo+.

**Grade 6 to 8:** *ONLY the following items may be worn during class time:*
- Navy blue fleece pullover with school logo+, navy V-neck pullover sweater with school logo+.
- Navy gym sweatshirt with school logo+.

**BOYS DRESS UNIFORM FOR CHURCH/SPECIAL OCCASIONS**

*The following is the dress uniform for all church and special occasions. These days will be noted on the monthly calendars and in the communiqué.*

**Grades K to 8:** Navy dress slacks - NO SHORTS.
- No corduroy, denim, jean looking types, or oversized baggy pants.
- Pants must be worn at the waist.
- Light blue oxford shirt with button down collar (long or short sleeve) buttoned at the neck. Only plain white short sleeve undershirts (t-shirts) may be worn under the oxford shirt.
- Solid navy blue tie (tie must be worn for the entire school day).
- Solid navy blue **crew length socks (no white socks).**
- Solid navy blue or black belt.
- Regulation shoes.
**ONLY the following items may be worn during class time**

Navy V-neck pullover sweater with school logo+ or navy v-neck sweater vest with school logo+

**BOYS OPTIONAL SUMMER UNIFORM FOR EVERY DAY WEAR**

(AUG – Oct. 31st, APRIL 1st - JUNE)

Summer optional uniform may not be worn as the Dress uniform

Grades K to 8: Navy blue walking shorts and light blue polo shirt with school logo+. Navy blue or black belt. Solid navy blue crew length socks (no white socks). Regulation shoes.

Grades K to 8 Boys Regulation shoes: Black or navy dress shoes only. Sneakers, athletic shoes, canvas or suede material shoes, elevated soles, elevated heels, and/or boots are not permitted. Shoes must fully encircle the foot and be below the ankle. Boots of any height or material are not permitted to be worn during the school day.

**All shirts must be tucked in and belts must be worn**

**BOYS GYM UNIFORM**

Summer Uniform (to be worn August – Oct. 31st and April 1st – June):
Navy Blue shorts with white school logo+. Gray tee shirt with blue school logo + or gray tee shirt purchased from the Home & School Association. Solid white sweat socks crew length or ½ crew length (NO anklets or no show socks allowed). Navy gym sweat pants and shirt with white school logo + (optional for summer months). Tie or Velcro Sneakers/Athletic shoes (Grades 6 – 8: NO lighted shoes).

Winter Uniform (to be worn November 1st – March 31st):
Navy gym sweat pants and shirt with white school logo + (only SPX gym t-shirts may be worn under the sweatshirt). Solid white sweat socks crew length or ½ crew length (NO anklets or no show socks allowed). Tie or Velcro Sneakers/Athletic shoes (Grades 6 – 8: NO lighted shoes).

+ item must be purchased from Flynn & O'Hara Uniform Co. and or Lands Ends Uniform Co.

**Boys Haircuts:**

Haircuts are to be traditional and in good taste. Hair must be above the collar, out of the eyes and off of the face. Extreme hairstyles or hair color (fads, tails, shaved, buzzes, dyed, dreadlocks, etc.) are not permitted. Hats are not to be worn at anytime.
during the school day unless it is a special event which will be marked on the calendar. No religious headgear is permitted to be worn by any student.

**Body Piercings/Tattoos:**
No student may have visible signs of body piercing or tattooing.

Boys may not wear earrings.

**GIRLS EVERY DAY UNIFORM WEAR FOR AUGUST - JUNE**

**Grades K to 5:** Blue & white plaid jumper+ worn to the knee.
White blouse (long or short sleeve) with Peter Pan collar (only plain white or skin tone color undergarments may be worn under the uniform shirt).
Red criss-cross tie +.
Navy knee socks or navy tights.
Regulation shoes.

**OR**

Navy blue slacks+.
Light blue polo shirt (long or short sleeve) with school logo + (only plain white or skin tone color undergarments may be worn under the uniform shirt).
Solid navy blue or black belt.
Solid navy crew length socks (slacks only), knee socks, or tights.
Regulation shoes.

**ONLY the following items may be worn during class time:**
Navy fleece pullover with school logo+, navy cardigan sweater with school logo + or navy V-neck sweater vest with logo+.

**Grade 6 to 8:** Blue & white plaid skirt+ (may not exceed 2” above the knee).

**OR**

Navy blue slacks+.
Light blue polo shirt (long or short sleeve) with school logo + (only plain white or skin tone color undergarments may be worn under uniform shirt).
Solid navy blue or black belt.
Solid navy crew length socks (slacks only), knee socks, or tights.
Regulation shoes.

**ONLY the following items may be worn during class time**
Navy fleece pullover with school logo+, navy V-neck pull-over sweater with white piping and school logo+, navy V-neck sweater vest with logo+, or navy gym sweatshirt with school logo+.

**GIRLS DRESS UNIFORM FOR CHURCH/SPECIAL OCCASIONS**

The following is the dress uniform for all church and special occasions. These days will be noted on the monthly calendars and in the communiqué.
Grades K to 5: Navy & white plaid jumper+ worn to the knee. 
White blouse (long or short sleeve) with Peter Pan collar (only plain white or skin tone color undergarments may be worn under the uniform shirt). 
Red criss-cross tie +. 
Navy knee socks or navy tights. 
Regulation shoes.

**OR**

Navy blue slacks+.
Light blue oxford shirt with button down collar (long or short sleeve). Only plain white or skin tone color undergarments may be worn under the uniform shirt.
Solid navy blue or black belt.
Solid navy crew length socks (slacks only), knee socks, or tights.
Regulation shoes.

*The following item must be worn on Mass days:* 
Navy cardigan sweater with school logo +.

Grade 6 to 8: Navy & white plaid skirt+ (may not exceed 2” above the knee).

**OR**

Navy blue slacks+.
Light blue oxford shirt with button down collar (long or short sleeve). Only plain white or skin tone color undergarments may be worn under the uniform shirt.
Solid navy blue or black belt.
Solid navy crew length socks (slacks only), knee socks, or tights.
Regulation shoes.

*Both uniform styles require uniform sweater with school logo+ or sweater vest with school logo+.*

**GIRLS OPTIONAL SUMMER UNIFORM FOR EVERY DAY WEAR**

**(AUG – OCT 31st, APRIL 1st - JUNE)**

*Summer optional uniform may not be worn as the Dress uniform*

Grades K to 8: Navy blue walking shorts+.

**OR**

Navy blue skort+.
Light blue polo shirt (long or short sleeve) with school logo + (only plain white or skin tone color undergarments may be worn under the uniform shirt).
Solid navy blue or black belt.
Solid navy blue knee socks.
Navy fleece pullover with school logo+.

Grades K to 5 (only): Navy cardigan sweater with school logo +.
Grades 6 to 8 (only): Navy gym sweatshirt with school logo+, navy V-neck sweater vest with school logo+ or navy V-neck pullover sweater with school logo+.

**GIRLS GYM UNIFORM**

**Summer Uniform (to be worn August – October 31st and April 1st– June)**

Blue shorts with white school logo+.
Gray tee shirt with blue school logo + or gray tee shirt purchased from the Home & School Association.
Solid white sweat socks crew length or ½ crew length (NO anklets or no show socks allowed).
Tie or Velcro Sneakers/Athletic shoes (Grades 6 – 8 NO lighted shoes).
*Navy gym sweat pants and shirt with white school logo + (uniform gym t-shirts and shorts must be worn under the sweat suit).
*optional with summer gym uniform.

**Winter Uniform (to be worn November 1st – March 31st)**

Navy gym sweat pants and shirt with white school logo + (only SPX gym t-shirts and SPX shorts can be worn under the sweat suit).
Solid white sweat socks crew length or ½ crew length (NO anklets or no show socks allowed).
Tie or Velcro Sneakers/Athletic shoes (Grades 6 – 8 NO lighted shoes)

+ item must be purchased from Flynn & O’Hara Uniform Co. and Lands End Uniform Co.

**Jewelry:**

A small cross or religious medal and chain is acceptable for all students. Moderate sized watches are also acceptable if alarms, etc. are turned off.

In addition, girls may wear one pair of small post earrings (one earring in the lower lobe of each ear). No hoops, dangles, etc. may be worn. **Boys may not wear earrings.**

Students may not wear any rubber message bracelets, rubber bands, hair ties or other forms of accessories on their wrists or ankles.

**Hair color/coverings/cuts/accessories:**

Haircuts are to be traditional and in good taste. Hair must be out of the eyes and off of the face.

Extreme hairstyles or hair color (fads, tails, shaved, buzzes, dyed, dreadlocks, etc.) are not permitted. Hats are not to be worn at anytime during the school day unless it is a special event which will be marked on the calendar. No religious headgear is permitted to be worn by any student. Girls may wear solid navy, solid white or Pius plaid hair bands, hair scrunchies, or bows.
**Make-Up/Body Piercings:**
Make-up and/or colored nail polish is **not** permitted for any grade. Acrylic nails are not permitted.

No student may have visible signs of body piercing or tattooing.

**The administration is the final judge on the suitability of attire and/or appearance**

**Uniform Infractions**

Uniform infractions are listed below:

**Kindergarten – 3rd Grade:**
- **First infraction**: A notice will be sent home. It must be signed and returned the next day.
- **Second infraction**: Parent will be called to bring the proper uniform to school.
- **Third and future infraction(s)**: Parent will be called to bring the proper uniform to school.

**4th – 8th Grade:**
- **First infraction**: A notice will be sent home and must be signed and returned the next day.
- **Second infraction**: Parent will be called to bring the proper uniform to school.
- **Third and future Infraction(s)**: Parent will be called to bring the proper uniform to school.

**SPIRIT DAYS**

- Students should use good taste, common sense and observe the guidelines given by the school administrators.
- Shirts must have sleeves, full backs and be of length below the belt/waistline. No plunging necklines, tank tops, halter tops, or styles deemed unacceptable by the administration. T-shirts that advertise alcohol, tobacco, contraband, gangs or any inappropriate sayings are not permitted. No writing/printing on pants, shorts, skirts, dresses, jeans, or any other article of clothing worn below the waist.
- Frayed, torn or unsightly articles of clothing or shoes are not permitted.
- Short shorts, spandex shorts or pants, lycra shorts or pants (any style more than 4" above the knee) and mini-skirts are not permitted.
- Cosmetics and jewelry may be worn in moderation.

*Students dressed inappropriately will be sent to the office and a parent will be contacted to bring their school uniform.*

**Final decisions on the appropriateness of dress rests with the administration.**
SCHOOL SERVICES AND ACTIVITIES

SCHOLARSHIPS

Multiple Scholarships are available to St. Pius X students. A complete listing of scholarships available is located on the school website https://stpiusxschoolva.org/

ATHLETIC DEPARTMENT

The St. Pius X Athletic Department provides organized sports for the students of St. Pius X School as well as parishioners of St. Pius X Parish and other local Catholic parishes. The organization is governed by St. Pius X School and is administered by the St. Pius X Athletic Department Committee. Information regarding sign-ups for different sports will be on the school website, school Facebook page and posted on FACTS SIS / RenWeb.

C.A.R.E.S. PROGRAM (Children Are Receiving Extended Services)

During the School Year

The school offers a Virginia Department of Social Services licensed supervised care program before and after the regular school day. This program is available beginning the first day of school and continues through the last day of school. Details are sent out annually at the beginning of each year. Any parents deciding to use this service after that time may obtain information from the school office. There is an additional fee for these program students in grades Kindergarten through 8th and after the closing of school for PK3 and PK4. All forms must be properly completed before he/she may enter the program.

Due to increased Virginia regulations, all St. Pius X students must complete a Social Services form. These forms cover the St. Pius X School licensure if/when a student who does not regularly attend the CA.R.E.S. program becomes a drop-in.

During Summer Break

St. Pius X offers a Virginia Department of Social Services licensed summer program which begins the first weekday after school closes and continues through the last weekday of summer vacation. Registration forms and information on cost may be obtained from the school office.

CLUBS AND ORGANIZATIONS

Clubs and organizations present opportunities for students to become involved in activities which greatly enhance the building of community spirit in the school and parish. Clubs and organizations will be listed with a brief explanation of content, dates and times on the school website and in the Communication Envelope. Students are encouraged to participate in these activities.
**FUNDRAISERS**

Fundraisers are one way that St. Pius X School strives to maintain affordable tuition rates, meet budget requirements and provide student benefits outside the general budget. Parental participation in the fundraising projects is appreciated. Details on individual fundraisers will be sent home via email and be posted on the website [https://stpiusxschoolva.org/](https://stpiusxschoolva.org/).

St. Pius X School does not condone door to door fundraising for any school activity.

**HOME AND SCHOOL ASSOCIATION**

This organization is social in nature and plans activities for the children and their families. St. Pius X Home and School Association dues are included in the student activity fees. Meetings of Home and School Association Board are held each quarter and as needed during the school year. Communications as to meetings and events will be posted to the school website regarding upcoming events and needs. The Home and School Association is not a policy making board.

**PARENT VOLUNTEERS**

The mission and success of St. Pius X relies on the active participation of our parents and community members as volunteers. Parents are required to donate a minimum of 20 hours (Dual Parent household) or 10 hours (Single Parent household) of their time and talents per school year in volunteer services at school or a monetary amount of $5.00 per hour can be paid in place of volunteering. There are many areas within the school in which volunteers are vital. At St. Pius X School, volunteers help in the classroom, lunchroom, clinic, office, athletic department, C.A.R.E.S. and with fundraising events.

All volunteers MUST visit [www.virtusonline.org](http://www.virtusonline.org) and sign up to attend a “VIRTUS” Training as well as complete a Volunteer Application (Cost $3.75), and Diocesan Safe Environment Regulations booklet. All information given will be kept in the strictest of confidence. All fees are the responsibility of the volunteer and will be deducted from volunteers FACTS account. VIRTUS trained volunteers are expected to stay up-to-date on monthly VIRTUS training articles.

**SCHOOL BOARD**

The St. Pius X School Board serves as an advisory council to the pastor and principal. Committees include Development, Finance, Strategic Planning, Facilities and Legislation. The Board meets regularly during the year and coordinates its work with the 5 committees.

A faculty member designated by the principal sits on the board for a two year term. The School Board is an advisory board and is not a policy making board.

We are always looking for potential members of our School Board. As a parent, if you believe that you have the skills, desire and networking capabilities that would benefit the St. Pius X as a Board member, please contact the school office to submit a resume.
**SCHOOL COUNSELOR**

Each week a licensed counselor will be in the school to talk with students and/or parents wishing this service. A student, parent, or teacher may ask for the counselor to have a student visit his/her office if and when the need arises. Parents who wish to speak to the counselor should leave a message with the school office and the counselor will return the call. The schedule will be made available at the beginning of the school year.

A form will be posted on FACTS SIS for parent(s)/guardian(s) to complete if they do not wish for their child to visit with the counselor.

**SCHOOL LITURGIES**

The school community (PreK3 through grade 8) celebrates the liturgy weekly and attends prayer services regularly during the school year. Family members are always welcome to join and participate with us in these celebrations. Notice of these events will be on the monthly calendar, and on the website.

**SCHOOL STORE/STATIONERY**

Students are expected to have the necessary supplies each school day. The St. Pius X School Stationery store will have in stock all the items required to be purchased from the school however we cannot guarantee items not on the required list will be available in the school store. Stationery items may be purchased from the St. Pius X School Store located next to the main office. Supplies may be purchased from 7:30 a.m. – 7:50 a.m., during lunch, and recess.

PLEASE NOTE THAT THEME PAPER AND COPY BOOKS MUST BE PURCHASED FROM THE SCHOOL.

**TITLE I**

St. Pius X School participates in the government funded Title I program through the Norfolk Public Schools. The program gives to children who reside in Norfolk support in reading and math. Teacher recommendation and parental consent forms insure participation in the program. Please call the school office for more details.

**FIELD TRIPS**

Field trips provide an opportunity for students to enjoy rich experiences of a cultural and social nature and have a definite educational value. Field trips are privileges afforded to students; no student has an absolute right to a field trip. Hence, students can be denied participation if they fail to meet academic or behavioral requirements.

Each student must have a signed parental consent on the permission form in order to participate in a field trip.
Students who fail to submit a proper form will NOT be allowed to participate in a field trip. Telephone calls will not be accepted in lieu of proper forms. Students’ dress on field trips must be appropriate to the nature of the trip. The administration/faculty has the final say as to the acceptability of dress.

**LUNCH PROGRAM**

A lunch program is provided by the school cafeteria employees on a daily basis. This program is available to all students in grades PK3 through grade 8th. The program is administered by a cafeteria manager.

Until further notice, students who wish to order lunch are to fill in the forms on the website and return them with the money by the Friday before the week of the order.

If a student does not have a lunch, he/she will be provided with an emergency lunch. Parents will be charged $4.00. Students needing an emergency lunch must see cafeteria staff for service.

Volunteers are always appreciated at all lunch times. Any parent/guardian with the time to assist in these programs is encouraged and welcome.

**LUNCHROOM BEHAVIOR**

In order to provide a pleasant and safe atmosphere for the students to eat, the faculty, staff and administration expect the following rules to be adhered to:
· Use inside voices when talking. Loud talking and calling out is inappropriate. Students are to remain seated. They may get up only to throw away their trash and/or buy ice cream. **There is no running in the Parish Hall.**
· Each child is responsible to clean his/her own space (table, floor, and chair) and throw all trash in the waste containers.
· Table cleaners are assigned by the teacher for a week at a time in grades 1 - 5. Table cleaners and chair removers are to be assigned in grade 6 – 8. Table cleaners wash the cafeteria tables for their grade (grades 1 – 8 and bring the wash tubs to the kitchen window (grades 6 – 8).
· Grade 6 – 8 chair removers place the cafeteria chairs on top of the tables for cleaning purposes unless otherwise notified.
· Throwing of any food objects, popping of bags or other unruly lunchroom behavior is strictly prohibited.

Students who are not able to follow the cafeteria rules will be placed at a designated table away from the rest of their class.

**PLAYGROUND BEHAVIOR**

Students are to walk to the designated exit in the Parish Hall after dismissal by the lunchroom moderator. Students may use the designated area of the blacktop and the designated grass area at Larrymore School in which to play. Appropriate playground behavior is expected of all students.
Physical contact with another student IN ANY FORM is strictly prohibited except in the normal proceedings of an organized sport. Should any article of clothing be damaged, it is the responsibility of the offending student to make financial amends.

Two faculty members, as well as parent volunteers, will be on the playground during all recess times. Students are to report any inappropriate behavior to a supervising adult. No student is allowed to go into the building during lunch time unless it is a case of an emergency and is approved by an adult.

**STUDENT COUNCIL**

The St. Pius X Student Council is a decision making group for students’ needs which works together with the administration to discuss student issues. Officers are elected from the 7th and 8th grade students who have attended St. Pius X School for at least 1 year and meet the expected academic and behavioral criteria. Grades 5 - 7 elect classroom representatives following the same criteria.

A Student Council candidate must be willing to uphold and live by the philosophy of St. Pius X School. It is also required that all meetings be attended. All officers and representatives must maintain a C- (70) or above in all report card subjects and have a satisfactory or above rating in conduct and effort for each academic quarter quarter of the year.

**GENERAL INFORMATION**

**CALENDAR**

A yearly calendar is available on the school website. An additional monthly calendar will be posted on the school website communiqué page to list the dates and times of special events for that particular month.

**CELEBRATIONS**

PreK through 5th grade teachers set individual policies concerning celebrations. 6th – through 8th grade teachers plan major holiday events together. All dates and times will be communicated through the Communique online. All celebrations are to be in moderation.

Students bringing a treat on their birthdays are to take it directly to their classrooms. If treats, invitations to parties, etc. are to be distributed at school, every child in the classroom must receive one. Any other celebratory items (balloons, flowers, etc.) are discouraged, and, if they arrive, will not be given to the student until dismissal.

ALL TREATS MUST BE STORE BOUGHT.

**CHANGE OF ADDRESS OR PHONE NUMBER**

Parents are asked to make any change of address, phone number, and/or email directly onto FACTS SIS / RenWeb. All records will be changed to reflect the correct information. This is extremely important for emergency contact on behalf of your child(ren).
COMMUNICATION ENVELOPES

In an effort to go GREEN, communication information will be sent via email on Wednesdays. We are no longer printing out forms and sending communication envelopes with your student. Parents are asked to view the online information, print all necessary remittable forms and return completed forms and any required payments to school on Thursday or Friday morning to the homeroom teacher.

The “Pirate’s Press” will be emailed home the first and third Wednesday of each month. This is for major information in addition to other items that week. Only necessary flyers, sign-ups, etc. will be emailed home in the 2nd, 4th and any 5th Wednesdays.

All weekly communication information will be posted on the school website. The school website is located at www.stpiusxschoolva.org. Inform the school office if a “hard” copy of the weekly information is required. The final hard copy sent to all families will be the last week in September.

CONFERENCES

Parents wishing to speak with the administration should either send a note with the student or call the office and leave a message. If a discussion of a student’s academic/behavioral performance is needed, parents are to conference with the teacher prior to requesting administrative involvement. A conference will be scheduled with the administration for parents of any student with multiple failures in a grading period.

INCLIMENT WEATHER (Emergency Closings)

Delayed opening or cancellation of school due to inclement weather will be announced via a FACTS SIS / RenWeb phone call, Facebook, and on the following TV stations:

Channel 3 - WTKR
Channel 10 - WAVY
Channel 13 – WVEC

On days of inclement weather St. Pius X School will make independent announcements regarding delay or closure. Most emergency closing announcements are made by 6:00 a.m. unless unusual weather conditions develop rapidly. PLEASE DO NOT CALL THE SCHOOL.

When school is CLOSED FOR THE DAY the following will be CANCELLED:

- C.A.R.E.S. PROGRAM
- all extracurricular activities
- team practices
- field trips
- non-school activities in the school building

Exceptions may be made by the Principal.
INSURANCE

A mandated coverage by the Diocese of Richmond is provided as a special school time accident policy for all students. The cost is covered in the student activity fee. Since the company providing the insurance changes, please contact the school office for any further information.

VIEWING OF RECORDS

By law parents and students have a right of access to official records involving their student. Please follow these guidelines when requesting access:

1. Notify the front office in writing as to legal name and the homeroom of the student and the date and time requested for viewing.
2. Submit request at least 24 hours prior to viewing.
3. The office will confirm the appointment by phone.

VISITORS / VOLUNTEERS

Visitors are welcome! In order to insure safety and continuity of the instructional day, it is requested that the following procedures be adhered to:

· Report to the front office. Visitors should not be allowed entrance via gym, side doors, other entrances other than the front office unless approved by administration.
· Drop off items or messages to the front office.
· DO NOT visit a classroom or teacher without an appointment. No unscheduled conferences, however brief, are permitted during regular school hours.
· School age students who do not attend St. Pius X School may not be on school grounds or in the building during any St. Pius X school day and/or event (i.e., pep rallies, fun day, graduation reception, etc.)

Former St. Pius X School students who were asked to withdraw from or were expelled from the school may not be on school grounds during any St. Pius X school day or any school extracurricular activity (fun day, graduation, athletic event, etc.)

TEACHER REQUESTS

Parent/Guardian requests for homeroom teachers are discouraged and usually not granted. The teachers who have worked with the students for the academic year are best qualified as to how and where to place them to optimize the educational experience. Please contact the Principal if there is an extenuating circumstance that must be reviewed.

TRANSFERS

Parents must come to the school office and complete a Student Withdrawal Form at least five days prior to the date of leaving. All textbooks and library books must be returned and all financial accounts settled prior to the release of records to the transfer school.
CRISIS DRILLS

Regularly scheduled crisis drills are conducted to familiarize the students with emergency procedures. Instructions are posted in each classroom. Students are to maintain their silence and proceed quietly and in an orderly manner to ensure the safety of the entire school community.

RIGHT TO AMEND

The pastor and school administration retain the right to amend the Parent/Student Handbook for just cause. Parents, faculty and staff will be notified either in writing or verbally of any changes.

I/We agree to accept and cooperate fully with St. Pius X Catholic School in routine matters of rules, regulations, and discipline. St. Pius X Catholic School reserves the right to discipline the student when, at the discretion of the administration, the student’s interest or that of the school will be best served by such action. St. Pius X Catholic School also reserves the right to suspend, dismiss, or deny enrollment to any student whose progress is unsatisfactory or whose conduct, general attitude, or habitual actions, or those of the parent(s) or guardian(s) are contrary to the interest of the school or in violation of the school's rules and regulations as stated in the Student-Parent Handbook.
Directions:
Parent(s) and student(s) are required to read the Parent/Student Handbook, sign and return this acknowledgement to the school office by Monday, September 9, 2019.

Parent Statement:
This is to acknowledge that I and my child(ren) have read a copy of the St. Pius X School’s Parent/Student Handbook.

Parent/Guardian Signature __________________________ Date __________________________

Printed Parent Name __________________________

Student Name and Grade __________________________ Student Name and Grade __________________________

Student Name and Grade __________________________ Student Name and Grade __________________________

A hard copy of the Parent/Student Handbook is available upon request at the school office.