

Student Handbook 2010-2011

Norwalk Catholic School

St. Paul High School

and

Junior High

**93 East Main Street
Norwalk, Ohio 44857**

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This school agenda belongs to:

Name

Locker

Homeroom

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WELCOME

Welcome to all new and returning students. This school year will provide each of you with many new and exciting experiences. We would like to challenge each of you to set your own personal educational goals. To achieve your goals requires hard work and dedication. View this school year as a new beginning and make the most of it. Get involved in the many activities at NCS Jr. High and St. Paul High School.

This handbook is designed to provide you with most of the school's operational procedures, rules and regulations. Adhering to these policies will help to provide the best learning atmosphere for all students. If you have any questions, please feel free to come into the office to discuss them. We encourage you to work with the SPH staff and administration to help provide you with the best educational environment possible.

PHILOSOPHY

NCS Jr. High and St. Paul High are founded on the Christian tradition that education is the development of the total person. An educated person must have a respect for self, a love of fellow man, a commitment to social responsibilities, and an appreciation of truth and learning. A Christian education must help a person learn to be a Christian by conviction, not by mere conformity.

NCS Jr. High and St. Paul High aim to provide an integrated program to enable young people to live their lives to the fullest and grow toward Christian adulthood. The school: tries to develop a positive self-image and an inquisitive mind, alive and responsive to the daily discovery of new knowledge; strives to aid students in establishing a hierarchy of values that will help them live as responsible adults in an ever-changing society; endeavors to prepare them to transform the world into the Kingdom of God.

In accordance with the policy of the Diocese of Toledo, Norwalk Catholic School admits students of any race, sex, national or ethnic origin to all student rights, privileges, programs and activities. As required by Title IX of the Educational Amendments of 1972, Norwalk Catholic School does not discriminate in the administration of educational policies, scholarships, loans, athletics, or other school-administered programs.

MISSION

The mission of Norwalk Catholic School is to:

- Develop disciples of Christ
- Promote academic excellence
- Maintain a respectful environment

RELIGIOUS PARTICIPATION

All Catholic and non-Catholic students of Norwalk Catholic School must attend religion classes and all school religious activities. Masses, retreats and penance services are scheduled on a regular basis. Other functions such as prayer services are scheduled periodically.

COMMUNICATION

What parents can expect of teachers: It is the responsibility of the teacher to provide a learning environment and meaningful learning experiences. In addition, the teacher must see that students make progress and that their parents are informed of such progress or lack of it. The major method of communication between the teacher and parent is in the form of the mid-term report and a report card. Parents can expect their child's teacher to formulate fair classroom policies (approved by the principal) and to support and enforce all school policies. Parents can expect that teachers will protect their child's

reputation and practice professional integrity by discussing their child's needs only with the proper staff members.

What teachers can expect of parents: Teachers can expect that parents will be supportive of them at all times. In the event of a question, a concern or a disagreement, **a parent must contact the teacher for clarification** Each teacher is entitled to respect as an educator as well as to his/her good name and reputation in the community. Teachers can expect parents to assist them in their dealings with students and to volunteer their services when classroom/school needs arise. It is fair for teachers to ask parents to be realistic in their demands, remembering that teachers spend several hours a day in planning and grading.

What teacher and parents can expect of students: Students can be expected to know and abide by all school and classroom policies. Each student has the responsibility to behave in a way that enhances the learning situation for all students. This implies self-discipline proportionate to his/her age and grade level. Students must accept the fact that learning is their responsibility and not that of their parents or teachers.

Parent-Principal: The principal is always available to speak with students and parents. However, in order to facilitate handling phone calls and meetings, parents are asked to observe a few courtesies. All the principal's calls are handled through the office. Office hours are 8 AM – 3 PM Monday – Friday.

Parent-Student-Teacher-President: The president remains available to speak with anyone who has attempted to resolve concerns through the proper channels. The president and Norwalk Catholic School Governing Board are available to parents after all other channels have been exhausted.

School Advisory Council: The council functions to address the needs of the school and advise the school administrator. In that capacity, council members will take concerns to the meetings for discussion. All problems should have gone through the proper channels as listed above before an item may be placed on the agenda.

All concerns must come to the president of the council one-week prior to the meeting.

GRADUATION REQUIREMENTS (GRADES 9-12)

Students enrolled at St. Paul High are required to meet the following minimum requirements for graduation.

Most students should expect to go well beyond them.

Religion	4
English	4
Social Studies	3
Mathematics	3
.....(Beginning with Class of 2012)	4
Science	3
.....(Beginning with Class of 2012)	4
Health and Physical Education	1
Electives	6
.....(Beginning with Class of 2012)	4
Minimum credits for graduation	24

A minimum of seven courses must be taken each semester.

Dropping a course in grades 9-12 which a student is capable of passing is highly discouraged. Any such request must be approved by the parents, the counselor, and the principal. Courses dropped after the first two weeks of school may be recorded "Withdrawn Failing".

GRADING SCALE for grades 7-12

A+: 98-100	A: 95-97.	A-: 92-94
B+: 90-91	B: 87-89.	B-: 85-86
C+: 82-84	C: 79-81.	C-: 77-78
D+: 75-76	D: 72-74.	D-: 70-71
F: 0-69	I: Becomes "F" after 1 week.**	

**An Incomplete grade shall be issued only when a student has missed significant excused time out of school without the benefit of having time to make up the work. An "I" will automatically become an "F" after one week unless the principal deems an extension is necessary.

Grade-Point-Average (GPA) for a year is determined by adding the point values for all courses, and dividing by the total credits earned in high school classes.

Weighted Grades: All grades in Advanced Placement classes are weighted by .3.

Grade Reports are sent at the end of each nine-week quarter. The final grade in a course counts each quarterly grade as 20% and each semester exam as 10%.

Deficiency Reports are sent by the school at the midpoint of a nine-week quarter.

EHOVE: Every effort is made to schedule all required classes (i.e. Religion, English, Math, Social Studies, Science) at St. Paul High for students who wish to attend EHOVE. We look at each individual student's vocational program to determine what will work for them. We would like our students to have more time at St. Paul's so as to remain connected to their classmates and participate in the school mission.

Post-Secondary Options students must take all required courses (i.e. Religion, English, Math, Social Studies, Science) on the NCS campus if possible.

STUDENT RECOGNITION AT THE END OF EACH JUNIOR HIGH GRADING PERIOD

1st Honors: All A's: A+, A, or A- in every class

2nd Honors: All A's and B's

3rd Honors: All A's, B's and no grade below C and no more than one C.

STUDENT RECOGNITION AT THE END OF EACH HIGH SCHOOL GRADING PERIOD

Honor Roll: GPA = 3.50 or above, no grade of C+ or below

Merit Roll: GPA = 3.00 to 3.499, no grade below C and no more than one C.

Valedictorian and Salutatorian are the two seniors with the highest averages at the end of 15 quarters in the high school, as determined by the principal. The principal may consider the number of credits

earned in mathematics, science, and advanced courses; as well as the total courses taken.

If a student is unable to attend school, parents must:

1. Notify the school office at 668-3005 by 8:30 a.m. Send a note to the office with the returning student, containing:

- a. the date of the absence**
- b. the specific reason for the absence**
- c. signature of the parent or guardian**

SCHOOL ATTENDANCE

A child needs to develop academic skills as well as habits of dependability and punctuality. Parents are **legally responsible** for the daily attendance of their children, and for reporting any absences to the school office.

Required Activities must be attended by all students, unless specifically excused by the principal. These include:

1. All assigned classes and study halls
2. Mass and all special religious activities and services
3. Assemblies and pep rallies
4. Scheduled religious retreats.

Leaving the School Grounds without permission, whether during a class or during lunch, results in an automatic three day suspension.

Any student with permission to leave the building or grounds must **SIGN OUT** in the office on the appropriate form and **SIGN IN** when returning.

Students must be in school by 11:30 AM in order to attend extra-curricular events.

EMERGENCY ABSENCES

The note from the parent explains the circumstances of the absence, but does not automatically excuse it. **Only the principal/Dean of Students, using state guidelines, can determine whether the absence is excused.**

A student absence is normally **excused for** a serious reason which could not have been foreseen, such as:

- a. Personal illness / emergency medical treatment
- b. Severe illness in the immediate family
- c. Death of a family member or close friend

A student is normally **not excused for** casual, avoidable, or unverifiable reasons such as:

- a. Oversleeping or general tiredness
- b. Car trouble, missing a bus or ride
- c. Shopping, non-medical appointments, jobs

Excessive Absences: When students have more than 10 absences in a semester, they must make up each subsequent absence on an hour for hour basis in order to receive academic credit for a particular course.

The "making up" of these hours should be completed by the end of the semester. Failure to "make-up" the time missed will result in a failing grade. School-sponsored absences such as field trips are not included.

An administrative review will be scheduled when a student reaches the absence limits.

FORESEEABLE ABSENCES

Absences which could be reasonably foreseen are unexcused unless approved by the principal in advance. A written request by a parent or guardian for any one-day absence should be made at least 24 hours in advance. Requests for extended absences should be made a week in advance so that arrangements can be made with teachers. A note from the parent after the absence does not excuse the absence. The student is always required to make up all work missed.

Truancy: A student is considered truant if they are missing from school without parental permission. Truancy will result in a 1-3 day suspension or Saturday School.

Doctor or dentist appointments which are not for an emergency should be scheduled for after-school hours. The principal may excuse a student during school hours if a written request from the parent or physician is submitted in advance. The request should contain the **time and nature** of the appointment as well as the **physician's name and telephone** number, so that the appointment can be confirmed before the student leaves. Upon returning to school, the student must present a note from the physician.

Doctor appointments will be excused (without consequence) if no more than two hours of class time are missed. This does include study hall, but does not include lunch time.

College visitations for seniors and juniors to visit prospective colleges and universities can be permitted by the principal upon a written request from parents at least 24 hours in advance. Seniors may request **two** days for visits while juniors are limited to **one** day. Visitations during May are limited to requests from the college directly to the high school. Upon returning to school, students must **document** their visit. All colleges have forms for this purpose.

Vacations with family should be arranged so that they do not interrupt a student's school work, since missed classes can never be truly "made-up". Vacations may be approved for a family that could not otherwise spend time together. Such requests should be presented in writing for the principal's approval at least ten days in advance. Vacations will not be approved during semester exams. Vacations as guests of another family or with other students will not be approved and will count as unexcused absences. All work should be made up in advance of the vacation whenever possible.

Early dismissal for work is prohibited by state law unless a student is in a state-approved program that requires the student to be placed in a job position. St. Paul High has no such program.

TARDINESS

Tardiness is the late arrival to school at the beginning of the day, to subsequent classes, or to other required activities. Any student receiving **two unexcused tardies** during a given grading period will receive a detention. Further detentions, as well as suspensions

because of additional accumulation of tardies, will be handled at the discretion of the principal or the dean of students. The **principal or the dean of students determines** whether a tardy is excused. **Students will be considered tardy up to 60 minutes (9:00 AM). Anything beyond 9:00 AM will be calculated as a half day absence.**

HOMEWORK

Students are required to complete their homework as assigned by teachers. Students who receive a special warning from their teacher must have the "warning slip" signed by parents and returned to the dean of students with the missing assignment. The "warning slip" and missing assignment must be returned to the dean of students the next day that school is in session. Failure to complete the assignment will be considered a violation of the Serious Misconduct Code (Disrespect to School Personnel). Five violations in a grading period will result in a school detention. An additional detention will be given for each additional homework violation during the same grading period.

Make-up Work is the **responsibility of the student**. A student must always obtain and complete **all** missed class work, assignments, and tests.

- For an **approved absence**, no penalty will be assessed for any work or tests completed within the same number of days as were missed. For a pre-approved absence, the student must obtain all assignments **in advance**.
- For an **unexcused** absence, including out-of-school suspension, the student may lose credit for assignments missed but their completion is still required.

Teachers are not expected to notify or remind students of missed work. Make-up tests need not be of the same type as were originally given.

For elected or unexcused absences, the teacher is not expected to take unusual steps to assist in making-up work. Students not able to make-up missed work with a minimum of special help, should not choose to miss classes. The teacher will determine the penalty for late assignments.

SCHOOL DISCIPLINE

Students are more likely to exercise self-discipline when they know what is expected of them, and when they understand the consequences of breaking school rules or infringing on the rights of others. The highest standard of behavior is expected both during the school day and at times away from school. Students must be aware that they are also accountable for their actions when they are not in school if those actions do not meet the requirements of our Catholic school philosophy.

DETENTION

A discipline violation may result in a detention to be served after school for a period of forty minutes. The student reports to the assigned room at the time and date indicated on the detention slip, normally 3:05 – 3:45 the following Tuesday or Thursday. Students are required to **bring work** with them, and will **work quietly**. **Failure to serve** on the designated day will result in an **additional** detention, unless the date is changed by the dean of students. Additional failure to serve will result in Saturday suspension. Parents must sign the detention slip and it must be returned to the Dean of Students.

- **After four** referrals for detentions in a grading period, a notice will be sent to the parents.
- A **fifth referral** will result in a one day, "Saturday Suspension". Further referrals will result in additional suspension(s).

Misconduct Code

(these actions are subject to disciplinary measures):

1. Disrespect or arrogance toward a person in authority
2. Lying, petty stealing
3. Loud quarreling, verbal abuse
4. Disruptive behavior in class or halls
5. Being in halls without a pass, or misuse of a pass
6. Tardiness to a class or assembly
7. Dress that does not meet the school dress code (1st Offense).

8. Disobeying classroom rules
9. Late return of forms
10. Eating or drinking in the building, unless approved
11. Gum chewing in Church, or rooms where the teacher does not permit it
12. Littering on school property
13. Public Display of Affection: Students shall not engage in kissing, embracing or any other physical contact not appropriate to the educational environment.
14. Other unacceptable actions as judged by the principal or dean of students.

SERIOUS MISCONDUCT CODE

Violations of the following rules will result in disciplinary action, which may include detentions, suspension or expulsion. **Any stated consequences are only a recommendation and may be revised at the discretion of the administration.**

1. **Off Schedule:** When a student leaves class without permission and cannot be located in the school building, they will be considered off-schedule. This will result in a 1-3 day suspension or Saturday School.
2. **Disruption of School/Hazing/Bullying:** A student may not use violence, force, coercion, threat, or intimidation of teachers, guests, other students, or any other employees of the school district to cause a disruption or obstruction to the education process or activity. This may be conveyed through spoken word, gestures, writing, or electronic means (cell phones, text messages, web pages, blogs, e-mail, etc.) Some examples of disruption include, but are not limited to, fighting, hazing, targeted exclusion, incessant teasing, rude remarks, hate speech, initiating false alarms, impeding the flow of traffic to or within the school, and inciting others to violence or disruption. If you are being hazed or bullied, please inform the nearest staff member. If the concern is not resolved, speak to the Dean of Students or Principal.
3. **Damage to School or Private Property and Theft:** A student may not attempt to damage school property, nor remove it from

the premises without written permission from the principal. A student may not attempt to damage or remove the private property of others without their knowledge and permission. No student may receive or purchase from another student any property which was stolen or, from the circumstances, appears to be stolen. Property includes data on computer discs.

4. **Assault (Fighting)/Unauthorized Touching:** A student may not touch another student without consent, likewise a student may not physically attack or behave in such a way as could cause physical injury to any person on the school premises while in the custody and control of the school or in the course of a school-related activity.
5. **Weapons and Dangerous Materials:** A student may not possess, handle, attempt to use or bring in sight of school grounds or to any school activity any guns, knives, other weapons, fireworks, explosives, hazardous chemicals, or dangerous devices.
Recommended consequence: 10 day suspension with recommendation for expulsion.
6. **Alcohol:** A student may not possess, consume, be under the influence of, handle, attempt to obtain alcohol or alcoholic beverages while in sight of school premises or at a school sponsored activity.
Recommended consequence: 3 or more days of suspension or Saturday suspension. Repeat offense will require greater consequence.
7. **Drugs, Drug Paraphernalia, Narcotics, Counterfeit (Look-a-like) Drugs, Inhalants** such as glue, or other behavior-altering materials. A student may not possess, handle, conceal, attempt to obtain or use, or show evidence of having used any of the above while in sight of the school premises, or in attendance at any school-sponsored function.
Recommended consequence: 10 day suspension with recommendation for expulsion

Proven drug use off school grounds and/or outside of the school day:

1st offense: 10 days suspension.

Continued attendance at St. Paul High is contingent on seeking counseling and proof of treatment at a drug recovery center. A written agreement will be kept by the principal and signed by the student, parents and principal.

2nd offense: Recommendation for expulsion.

8. **Tobacco Products or Smoking Paraphernalia:** A student may not possess, transmit, conceal or use tobacco in sight of the school premises or while in attendance at any school sponsored function either at the home school or at a school where the home school is participating.
1st offense: 3 days suspension or Saturday School
2nd offense: 5 days suspension or Saturday School
3rd offense : 10 days susp; recommendation for expulsion

9. **Repeated Violations:** A student may not repeatedly fail to comply with directions of teachers, student teachers, substitute teachers,
principal or other authorized school personnel during any period
of time when the student is properly under the authority of school personnel.

10. **Fires, Fire Alarms:** A student may not have cigarette lighters, matches or other flame-producing devices on the premises. Such devices may be used only under the direct supervision of a teacher or staff member. A student may not handle the fire alarms even casually except to signal a fire emergency.

11. **Disrespect for School Personnel:** A student may not act in defiance of directions, be disrespectful toward school personnel, or fail to comply with lesser forms of disciplinary actions issued

by school personnel. This may include actions off school grounds and/or using electronic means (cell phones, internet sites, etc.).

12. **Profane/Immoral, Disgraceful Acts:** A student may not be profane, immoral, disgraceful or abusive in speech, gestures, actions, or in writing or possess such signs, pictures, publications, or use any computer or device in such manner..
13. **Automobile and Motor Vehicle Use:** Students will operate vehicles safely with due regard for the safety of others. Instructions from any St. Paul Faculty or Staff member for vehicle or pedestrian safety are to be followed by students. Students driving recklessly, ignoring instructions or being abusive may lose driving privileges and/or receive additional school consequences.
14. **Sexual Harassment:** Sexual harassment is improper, immoral and illegal. It will not be tolerated within the school structure of St. Paul High. The Ohio Revised Code defines sexual harassment as any unwanted sexual advances or unwanted visual, verbal or physical conduct of a sexual nature. Such offensive behavior includes, but is not limited to: unwanted sexual advances or propositions, repeatedly asking someone for a date after they made it clear they are not interested, and making threatening reprisals after a negative response to sexual advances.
Non-verbal conduct: leering, making sexual gestures, displaying sexually suggestive messages, objects, pictures, cartoons or posters.
Verbal conduct: making or using derogatory comments, slurs or jokes, making sexual based remarks about another person's body or one's own body.
Physical conduct: touching, assault, impeding or blocking movements.
If you are sexually harassed: *When unwelcome activities of a milder nature occur, the best thing to do is tell the individual involved that you are uncomfortable with the behavior and ask that it stop. If the behavior*

does not stop, contact a staff member. In difficult or serious cases see the counselor, dean of students, or principal immediately.

15. **Cheating:** Work submitted by a student or in process of completion shall be their own work and completed in a way consistent with honor, integrity and the rules of the instructor. This includes the use of non-approved electronic devices during classroom activities. (This includes, but is not limited to, texting during class work.)
16. **Plagiarism.** In an academic setting, plagiarism includes the following:
- Submitting a paper, examination, or other assignment as your own when it was written or created by another. It is perfectly acceptable to consult with one or more of your classmates about an assignment, but when you turn your work in for a grade, it normally will look very different from those submitted by others. There are many, many ways to express an idea, to portray data in a graph, or to assemble numbers into a table.
 - Verbatim copying of portions of another's writing without enclosing the copied passage in quotation marks and acknowledging the source.
 - Using a unique term or concept which one has discovered in reading, without acknowledging its author or source.
 - Paraphrasing or restating someone else's ideas without acknowledging that this other person's text was the basis for that paraphrase.
 - Presenting false data - for example, data that has been fabricated, or altered, or borrowed from someone else without the instructor's permission for you to do so.
 - Submitting the same paper for more than one course or purpose, without the express consent of all the instructors involved.
- The consequence for plagiarism is that the student would receive a disciplinary action, rewrite the paper and turn it in for credit determined by classroom teacher.

17. **Behavior Not Covered by Other Rules:** The school reserves

the right to punish behavior which is subversive to good order and discipline in the school, even though such behavior is not specified in the written rules. This could include any action or use of technology that reflects poorly on the school's reputation.

SATURDAY SUSPENSION: Students receiving Saturday Suspensions will serve these from 8:00 a.m. to 1:00 p.m. on the following Saturday. Students will report to Room 15 or other designated room. This will be monitored by an adult. Students may have 2 restroom breaks. Students must bring their own lunch. Students need to bring \$20 to help defray the cost of an adult monitor. Students may wear jeans but no sweats. Students may be required to do light housekeeping chores if they do not have school studies to complete.

OUT OF SCHOOL SUSPENSION may be imposed by the President or Principal for up to ten days. Suspension durations will generally increase with each offense with suspensions of three days, five days, and then ten days in duration. During an out of school suspension the student is prohibited from attending classes or extra-curricular activities and may not be on school grounds (exceptions are permitted for parish functions) or at school functions at visiting sites. Work missed in school will not be made up.

EXPULSION involves removal from the high school on a permanent basis. In most cases, expulsion is used only when all other avenues of correction have been exhausted. In a serious incident, expulsion may be used at the discretion of the president or principal. Expulsion may be for any student receiving more than 10 days of suspension or Saturday School.

LIBRARY POLICY

The NCS JH/SPH Library is open throughout the school day except during lunch and is available for classes and meetings. Study hall use of the library is possible if classes are not scheduled. Books and

periodicals are loaned for a period of two weeks and renewed as needed. Reference materials, videos, and current periodicals are not loaned. Fines are \$.05 per day, per item. There is no fine for weekends, holidays, illness, or days the library is closed. Replacement of lost or damaged materials will be at current prices. The library has several data bases for student and faculty use in addition to the Internet. Computers are used for academic purposes, no e-mail or games are permitted. Student behavior is to be respectful of others using the facilities. Junior High student will also have access to the elementary library.

HIGH SCHOOL STUDENT DRESS CODE

For general guidelines, a student should dress in a manner which respects learning and their own human dignity and humility.

Basic Guidelines:

Young Men: Collared dress shirt or polo. Khaki style pants with socks and dress shoes.

Young Ladies: Collared dress shirt or polo. Khaki style pants or non-denim skirt with socks/nylons and dress shoes.

The **principal or dean of students' decisions** in all matters of dress are considered school policy, equal to the following written guidelines:

Footwear: Students are to wear fully enclosed dress shoes (no open toe or open back). NO athletic shoes or sandals. Boys must wear socks and girls must wear nylons or socks. Shoes must be of solid color with no writing.

Hair styles should be conservative. Extreme styles, especially where hair is spiked or part of the head is shaved are not considered appropriate. Discreet coloring or highlighting is allowed. **Boys** hair should be cut in a gentlemanly manner. It should not hang in the eyes or extend below the bottom of the ears on the side or below the shirt collar in the back. No pig-tails or earrings are permitted in

school or when representing the school at extra curricular activities.

Boys must be clean shaven at all times.

Headwear including hats, caps, dew rags and sweat bands may not be worn in school, in the cafeteria or at any time during the school day, unless required by the classroom teacher for health or safety reasons.

Jackets or outside coats should **not be worn** during class.

Shirts or blouses: All students are to wear buttoned-front dress shirts with fold-over collars (oxford style), polo shirts with fold-over collars and manufactured with no more than 3 buttons or full turtlenecks. These should not have artwork, slogans, pictures or advertising. **Shirts/blouses must be long enough to be tucked in and stay tucked in at all times**, including lunch time. Shirts should not be low cut. Shirts must be buttoned to 2nd highest button or other reasonable spot. Tank tops and camisoles are not permitted. Shirts should not have artwork, slogans, pictures, or advertising. Small pocket logos are acceptable. **No** T-shirts or sweatshirts. Undershirts must be white with no visible writing/designs.

NOTHING MAY BE WORN OVER THE COLLARED SHIRT EXCEPT A SWEATER OR NCS/SPH SWEATSHIRT (unhooded).

Girls' skirts do not have to reach the knee, but must be of a modest length (no more than 3" above the knee. If the skirt has a slit, measure from the top of the slit. The office measures from the floor while kneeling. Please, measure these yourself before sending to school). Skirts should not fit too tightly. Split skirts or dresses may not resemble shorts, and usually should be pleated.

Slacks or Pants should be of a full-length dress style. They should not be faded or stonewashed.

Belts should be worn whenever appropriate.

No sweat pants, bibs, painter pants, blue jeans, blue denim pants, no drawstring waistband pants, tights or tight fitting pants. All must be neatly hemmed. Pants must not ride low on hips or drag on the floor. No 5-pocket or more cargo styles.

Sweaters or St. Paul/NCS sweatshirts (unhooded) can be worn with a collared shirt underneath. Full turtlenecks may be worn.

Jewelry: No excessive jewelry or body piercing, other than girls' earlobes, are permitted in school or when representing the school at

extra curricular activities. All jewelry must be conservative in choice.

Girls' - No dangling earrings.

Make-up: Heavy make-up is not permitted. (No make-up may be brought to school).

No visible tattoos permitted.

Dress Code Violations (Grades 9-12):

1st Infraction: Student will call parent/guardian at home or work and replacement clothing must be brought to school within a reasonable timeframe.

After the 1st Infraction: Detention

JR. HIGH UNIFORM POLICY

The Principal has final authority in resolving questions or situations regarding compliance with the policy.

Parent Participation: Completed school registration at NCS Jr. High acknowledges the parent and student's acceptance and participation with this policy.

Uniform Exchange Sales: During the school year, NCS in coordination with the Advisory Council and PTO will provide a forum for parents to trade/sell and purchase uniform/dress code clothing. New or used uniform/dress code clothing may also be donated to the school to be distributed as necessary to those families in need of assistance. All clothing must meet the uniform/dress code requirements. Unsold uniform items not picked up after a sale will be kept and brought to the following sales and/or placed on the NCSEbay website for up to a 1 year period. Items not sold in a year may be given to the clothing bank based upon the opinion of its salability.

NCSEBay: Designed to assist in the purchasing of uniforms used in grades 7-8. The intention is to provide access to other parents that are interested in selling, purchasing or trading school clothing. It is open to exchange any item used for school, sports, band or sacrament related clothing such as football shoes or first communion clothing. The site can be found at <http://www.norwalkcatholicschool.org>.

Suggested Uniform/Dress Code Suppliers: The following suppliers are recommended for purchasing of clothing as described in the uniform/dress code section. Swatches or clothing samples will be available in the school offices to view appropriate colors and styles. All clothing must be purchased from a uniform line like the following:

Land's End - School Line Only

1. On-line www.landsend.com/school
2. Catalog 1-800-469-2222
3. Fax 1-800-332-0103
4. Mail

Land's End SHOP certificate can be used (8% towards tuition & 1 % to school) or for every qualified purchase from the catalog or "School" section of the Web site, 3% of the net sales will be donated to the school (Use preferred school number 9000-5637-5).

French Toast -

1. On-line www.frenchtoast.com
2. Catalog 1-800-373-6248
3. Fax 1-888-296-4966
4. Mail
5. Locally at Sears or Meijers

For every qualified purchase from the catalog or Web site, 5% of the net sales will be donated to the school (Use source code number QS44S3T). Sears SHOP 3% towards tuition & 1% to school.

Schoolbelles - Catalog available On-line

1. On line www.schoolbelles.com

Accessory Items - Belt, Shoes, Socks, Tie, Turtleneck/Mock Turtleneck, Sweaters or Sweatshirts may be purchased anywhere.

General Guidelines

All clothing and accessories must be sized to fit, neat, clean, without holes, not frayed or cut.

Slacks or pants should be of a full-length dress style, neatly hemmed or cuffed with or without pleats, of dress fabric - not stretch jersey.

Slacks or pants should not be too tight or dragging on the floor. Bibs, low riding pants, 5 pocket styles (with or without rivets) cargo pants or Capri's are not permitted.

No blue or colored denim allowed, except for specified special occasions.

Skirts, skorts or jumpers should not fit too tight and must be of modest length, no more than 3" above the knee when kneeling. If skirt has a slit, measure from the top of the slit. Make sure length is appropriate before ordering.

Shirts or blouses must have a collar. A turtleneck or mock turtleneck is permitted alone. All Shirts, blouses, turtleneck or mock turtlenecks must be tucked in at all times, including lunch. No visible t-shirts or crew neck shirts are permitted, except for specified special occasions. If wearing a t-shirt under a uniform shirt, it must be WHITE – no colored t-shirts.

A collared shirt or turtleneck/mock turtleneck must be worn under a sweater, sweatshirt, cardigan or vest.

All shirts must be of a solid color. No slogans, advertisements or brand names i.e. Gap, Abercrombie, etc. permitted (regardless of size).

A heart patch, school oriented logo on the left side is permitted on any uniform shirt option. This can be purchased from the approved suppliers or embroidered at an outside location of your choice. All designs must be appropriate and school related. Approved styles from "The Hangar" are also permitted. If you question the appropriateness of the artwork, have the Principal approve before purchasing.

Hooded sweatshirts are not to be worn during the school day or at weekly school masses.

SPH and/or NCS sweatshirts without a hood may be worn over a collared shirt or turtleneck.

Belts must be worn if pants were purchased with belt loops. Belts must be plain tan, brown or black with no embellishments (studs, jewels, etc.)

Socks (at least to the ankle in length), nylons or tights must be worn at all times. No Footies.

Only fully enclosed dress shoes or below the calf dress boots can be worn in JH and should be black, brown or tan only. Heels may not exceed 1.5 inches in height. No sandals, open back, open toe, clogs, high heels, over the calf boots or high platform shoes allowed.

Boots for wet or snowy weather can be worn to school with a change of shoes provided.

UNIFORM

Boys Grades 7-8:

Dress Slacks - With or without pleats – Dark Khaki or Black

Polo or Oxford Shirt - White, Black, or Red, Short or long sleeves,

Sweater / Cardigan / Vest - White, Black, or Red

Sweatshirt - Black or Red only

(Sweater, sweatshirt, cardigan or vest must be worn with a regulation collared shirt or turtleneck)

Girls Grades 7-8:

Dress Pants - With or without pleats – Dark Khaki or Black

Skirt, Skort or Jumper - Dark Khaki, Black or Red/White Plaid #0871 (plaid option available from Schoolbelles only. Previous purchases from Choice Uniforms will also be permitted.) (Skirts no shorter than 3" above knees measured when kneeling.)

Polo, Oxford or collared blouse - White, Black, or Red, Short or long sleeves

Sweater / Cardigan / Vest - White, Black, or Red

Sweatshirt - Black or Red only

(Sweater, sweatshirt, cardigan or vest must be worn with a regulation collared shirt or turtleneck)

Boys & Girls 7-8 Accessory items:

Socks / Girls Tights / Boys Ties - Solid color White, Black, Red or Khaki
Turtleneck / Mock Turtleneck - White, Black or Red
Belts must be: Black, Tan or Brown

Gym: Gym clothing can be purchased anywhere - School logos and colors are highly recommended. T-shirt or sweatshirt, Athletic Shorts or sweatpants, Athletic shoes.

Coats and Headwear: Jackets, outside coats and hats are not permitted during class. No caps, dew rags or sweatbands are permitted during the school day.

Hair: Natural hair color only - No unusual colors or extreme highlights. Styles should be conservative. Extreme styles, especially where any part of the head is spiked or shaved, are not permitted.

Boys' hair should be cut in a gentlemanly manner. It should not hang in the eyes or extend below the shirt collar in the back.

Jewelry: No excessive jewelry or body piercing, other than girls' earlobes, are permitted in school or when representing the school at extra curricular activities. All jewelry must be conservative in choice.

Girls' - No dangling earrings.

Make-up: Heavy make-up is not permitted. (No make-up may be brought to school).

No visible tattoos permitted.

Dress Code Violations (Grades 7-8):

1st Infraction: Student will call parent/guardian at home or work and replacement clothing must be brought to school within a reasonable time frame.

After the 1st Infraction: Detention

POLICY ON PREGNANCY

NCS believes and teaches that sexually intimate relations

outside of marriage are sinful and inappropriate. Students who become involved in pregnancy must understand the serious obligations they have regarding the care, love, and rearing of a child.

Such responsibilities involve both the boy and the girl responsible for the pregnancy. Making decisions about the care and rearing of the child should involve sincere counseling.

Very important is the care and welfare of the child to be born.

Children need and deserve love, support and devotion of good family

living. The option of adoption, giving the child to a couple who have a strong desire to have a child, should be considered.

Students involved in a pregnancy will not be permitted to participate in extra-curricular and co-curricular activities during the pregnancy and for six weeks following.

Students so involved will withdraw from elected offices and will not be able to participate in leadership positions until after the six

week period following the birth of the child (should they chose to

parent the child). Among such are class offices, team captain, homecoming court, etc. Discretion of the administration can be used in these areas.

Compassion, understanding and support are to be given to students and parents of students in regard to unexpected pregnancies.

Education in regard to love is the responsibility of the school and home. Chastity is to be viewed as reverence for what is good and

lovely in marriage. Parents are to give security and instruction to their

young people in regard to sexuality.

SPORTSMANSHIP AND ETHICS POLICY

NCS is committed to the promotion of good sportsmanship through the education of students, teachers, parents, coaches, administrators, and fans in the area of integrity and ethics. Classroom and extracurricular activities are enhanced when a spirit of goodwill and fairness are the foundation upon which competition is fostered.

NCS encourages participation in educational and extracurricular activities for all students, and promotes the demonstration of support

through attendance and encouragement to the participants.

Admission

and participation in school events are privileges that are contingent

upon behavior that is respectful of players, coaches, officials, and all

others in attendance. Inappropriate behavior will not be tolerated and

may result in removal from the activity as well as suspension from

involvement in future activities.

Good sportsmanship is all about respect. It is expected that each individual associated with NCS will display behavior that is

respectful of the concerns of others. Each person must recognize the

importance that honesty and respect play in the development of

personal integrity. It is only through the development of respect for

others that we can truly respect ourselves.

OTHER SCHOOL POLICIES

and SERVICES

ANNOUNCEMENTS by any student for the daily announcement sheet must be approved by a faculty member or the principal.

CAFETERIA: Students have the opportunity to purchase a hot lunch at nominal cost, or they may bring their own lunch to eat there. All cafeteria sales are on a cash basis only. Each student is responsible for keeping the table and chairs clean and orderly. All students must spend the lunch period in the cafeteria, unless attending an approved meeting.

CELL PHONES may be brought to school or an activity under the following conditions:

1. Phones must be kept in the OFF position from 7:30 am–3 pm, they should not be detectable at any time during those hours
2. No cell phones may be used for picture taking.
3. No harassment or threatening of persons via the cell phone is permitted.
4. Cell phones may not be used for game playing, gambling, or making purchases of any kind.
5. Those who violate any of the rules regarding cell phones may forfeit their privileges of bringing them to school.

Violations will result in the cell phone being confiscated, detention, and returned to the parent. Repeat violation will be considered insubordination.

CLOSINGS are announced on WLKR and WLEC radio stations. This is done at the earliest possible time. Please do not call the school. If the school district in which you live closes and Norwalk remains open, please consider the safety of your children when sending them to school.

COMMENCEMENT/BACCALAUREATE: Participation in Commencement and the Baccalaureate mass is a privilege and not a right. Students may be denied participation in these activities because of their conduct, failure to meet financial obligations, and/or failure to meet all graduation requirements which includes, but is not limited to: course credits, OGT requirements, make-up hours.

DANCES are sponsored by various organizations throughout the year. Details are announced for each specific function. Students **leaving** any dance prior to its conclusion will **not be re-admitted**. Each student from another school must be escorted by an NCS student.

Students are to dance appropriately. Dance styles change, and there are always acceptable and unacceptable movements. Inappropriate dancing includes any dangerous or sexually explicit actions which include, but are not limited to:

- tight grinding, either front-to front or front-to-back
- pelvic thrusting
- kissing/making out
- crowd surfing

There is often a fine line between what is appropriate and inappropriate. If students are making peers or faculty uncomfortable, the line has been crossed. Chaperones will enforce this and all other school policies at SPH/NCS JH dances. Students who insist on dancing inappropriately will be asked to leave.

EMERGENCY DRILLS: During emergency drills students are expected to maintain order, remain quiet and respond immediately to all directives. The following emergency drills will be conducted throughout the school year:

Fire Drill: (Signaled by bell/alarm shriek) The required evacuation route is posted in each classroom and office. Students are expected to follow the procedures listed below:

1. All classroom windows and doors should be closed and lights turned off. Students are to follow the required evacuation route and move quickly and quietly from the building.
2. Students are to move a safe distance from the building and remain out of the way of all fire and emergency equipment.

Tornado Drill: (Signaled over the loud speaker) The specified evacuation route to designated safe areas is posted in each classroom and office. Students are expected to be familiar with the required evacuation route and will be expected to follow the procedures listed below:

1. Turn out lights and close doors. Students are to follow the required evacuation route and move quickly and quietly to the designated safe area.
2. Upon arrival in the designated safe area, students should face the wall and remain quiet until the all clear signal is given. If instructed to do so, students should assume the safe position.
3. Upon completion of the tornado drill, students are to return immediately to the classroom from which they were evacuated.

Emergency drills are required and should be taken seriously. Failure to comply with emergency procedures may result in serious injury or accident. **Cooperation is essential.**

THREAT LEVEL RED: The safety of your child/children is our top priority. Should a Threat Level Red be announced by the Department of Homeland Security:

- We will handle all decisions pertaining to the closing or opening of our schools on a case-by-case, daily basis, unless instructed differently by local authorities.
- If a Threat Level Red occurs before school hours and we are directed by local or state authorities not to open, school will be closed and all activities canceled until we are authorized to be open by the appropriate local or state authorities.
- If a Threat Level Red occurs during school hours, students will remain in school until regular dismissal time unless we are otherwise directed by the local or state authorities. All after school activities and events will be canceled.

Should a Threat Level Red alert occur during the school day, we would appreciate your cooperation in refraining from calling the school or coming to pick up your child/children. These requests are made with your child's safety in mind. We will need to keep our phone lines free to take calls from law enforcement agencies. In addition, by reducing the number of people coming into our buildings, we will be better able to secure school entrances and keep your children safe.

Local safety authorities will keep school officials informed of safety precautions and the local media will announce information regarding threat levels, school dismissals, and school cancellations. Please listen to local radio/television stations for the latest information.

In **EXTREME** emergency teachers may be told to lock down or evacuate the building. Attendance and accountability are key, therefore parents will be asked to follow certain procedures to pick up their child. Students may not be immediately available for pick-up in certain situations. When student pick-up is possible a staff member will direct parents from our main entrance off Milan Ave. to the designated pick-up place. If you have students that have traveled to another room (Library) they will stay there. If they went to their locker or restroom, they will be asked to report back to the chapel immediately.

The situation will be assessed. Classes may resume as normal or students may be asked to stay where they are, depending on the emergency. Parents may come to pick up their child if they want. Staff/Faculty will be at the main Milan Ave. doors to the school to greet parents and to call down students from their classes. No parents will be allowed to come into the building to get their child. Students are not permitted to initiate calls to their parents to get permission to leave. Students **MAY NOT** use cell phones.

GUIDANCE is located in the main office. A counselor is available for personal counseling and for information on course selection, colleges, and career exploration. Students must make an **appointment** with the guidance counselor between 7:45 and 8:00 in the morning or at the end of the school day. Appointments can be scheduled for study halls, lunch periods, before school, or after school. Appointments are not scheduled for class times. Students should check with the office before signing out to the appointment.

HALL PASSES are needed by any students in the halls during class times, unless accompanied by a teacher. Students in the halls should take care of their business **quickly and quietly**, and must not disturb any classes by talking or slamming locker doors. Students must sign out of each classroom and sign back in upon return.

INJURY OR ILLNESS: Any student sustaining an injury or becoming ill during the school day or during a school-sponsored activity must notify the principal or faculty member in charge before leaving the classroom, building, or activity. During the school day, students may not use the sickroom or leave the school grounds without the permission of the office.

LOCKERS are assigned for a student's use and are to be treated with care. Lockers should not be kicked or in any way defaced. Students will be **charged** for cleaning or repairs, including the replacement of damaged doors and the removal of any markings or adhesives. All lockers are the property of St. Paul High. Therefore, the lockers and the contents thereof are subject to random searches at any time without regard to any reasonable suspicion. (ORC 3313.20) The search of lockers by school personnel, law enforcement officials and drug sniffing dogs may be permitted without any violation of the student right to privacy. (see: Search)

- **ONLY MAGNETS** may be used to attach objects. Scotch tape, adhesive-backed stickers, and other objects which are difficult to remove are not permitted. Liquids in spillable containers should not be kept in any locker. Lockers must periodically be cleaned off.
- Locks for lockers must be registered with the office and a key or combination must be supplied before it is used. Any unregistered lock will be cut off.

MEDICATION: ALL medication should be dispensed thru the main office.

MONEY COLLECTIONS & FUND RAISING require the prior approval of the principal. All collected funds are to be held by the office.

PEP RALLIES and ASSEMBLIES: Students should sit in the bleachers and not on the floor. Because of the possibility of injury, students must not be lifted upon shoulders or otherwise carried. All activities that are to take place at a pep rally must have the prior approval of the principal or athletic director.

RADIOS, IPODS, MP 3 Players, and other electronic devices may only be used with the instructor's permission for an appropriate curricular reason.

SEARCH: A teacher or principal who sees reasonable grounds has the right to search for and seize weapons, and other dangerous, illegal or stolen objects. Such searches may cover the person, cars, and other belongings. Lockers/desks may be searched at any time.

STUDENT PARKING: All cars parked on school grounds must be registered with the main office. Students must purchase a parking permit at the cost of \$2, and display it in a visible place in their car. **Registered vehicles** may be parked in the **blue** marked spaces in the Social Hall parking lot.

Any vehicle may park along the fence in the Frederick building lot. This lot is for students driving cars that do not have a parking permit or when there is a funeral dinner.

No vehicle may be parked in the Wooster Street lots or in front of the high school/church.

During the school day students may not go to their cars unless they have obtained permission from the office. The school reserves the right to search, use drug dogs, and contact appropriate law enforcement authorities if there is any reason to suspect a car contains illegal or unauthorized substance. It will be the responsibility of the student identified to cooperate fully with the law enforcement officials. Students are responsible for vehicle contents.

Violations of the parking policy:

1st offense: warning

2nd offense: detention

Subsequent offenses may result in more serious consequences.

Parking permission will be denied to any person operating a vehicle recklessly.

TELEPHONES: Students must receive permission from a faculty or staff member to use any school telephone.

VISITORS: Any visitor must report to the office upon entering the building. Ohio law states that non-students have no right to be on the premises without the permission of school authorities.

Any **student visit** from a neighboring school district must be approved at least two days in advance. Such visits are discouraged unless an educational purpose exists.

TEAM/EXTRA-CURRICULAR ACTIVITY POLICY

The following rules are to help students who represent NCS Jr.

High/SPH at team competitions and other extra-curricular activities to achieve personal self-discipline as well as mental, physical, emotional,

and spiritual well-being. Participation in these activities is a privilege, not a right, based upon adherence to the rules of conduct and discipline of NCS Jr. High/SPH and the rules and guidelines of the particular team/sport or activity. These rules apply to all students.

Students are not permitted to participate in two activities that regularly take place at the same time, unless approved by the principal or dean of students.

ELIGIBILITY

ATTENDANCE: Students must be in school by 11:30 a.m. to participate in any team practice or competition held after school hours. If students come in late because they did not feel well early in the morning, they are allowed to **attend** practice but not participate. Participation is determined by the high school principal.

CONDUCT: Student-athletes who fail to display acceptable behavior in the classroom may be denied participation in their sport.

ELIGIBILITY: Members must be currently enrolled at St. Paul High. Students failing two classes at the end of a grading period will be ineligible to participate in extra curricular activities until the next nine week grading period.

Eligibility for the next nine week grading period depends upon a sincere effort and no more than one failing grade in all the subjects taken. All participants must maintain a grade point average of 1.7 or higher for each grading period.

GRADES: Teachers mark whether students currently on an athletic team have shown satisfactory academic progress during the previous week. Any student who receives **two unsatisfactory marks** during any week will receive a **warning**. Failure to improve during the next week will result in **restriction of play** for one week. This will continue until grades improve.

TRANSFER: St. Paul High is a member of The Ohio High School Athletic Association and follows its bylaws regarding the age and residence of athletes.

TEAM/EXTRA-CURRICULAR RULES

Team advisors and coaches are permitted to add their own training rules. All team members are to receive written copies of the rules. Rules must be approved by the high school principal.

VIOLATIONS and POLICIES:

Use of Non-prescribed and Illegal Drugs:

Dismissal from athletic squad and/or extra-curricular activity.
Follow school policy.

Violation of established hours:

- 1st: Warning and extra work from the coach or advisor.
- 2nd: Suspension from one or more competitions.
- 3rd: Dropped from the team or activity for the season.

Unexcused absence from a Practice or Game:

- 1st: Discretion of coach or advisor.
- 2nd: One to two week suspension from competition.
- 3rd: Dropped from the team for the remainder of the season.

Unsportsmanlike conduct at a competition whether as a participant or a spectator:

- 1st: One to four week suspension from competition
- 2nd: Two to four week suspension from competition
- 3rd: Dropped from the team for the remainder of the season.
Suspension from a team will carry over to the next season by OHSAA rules.

Smoking, possession or use of a tobacco product:

- 1st: Suspension from competition for 10% of the athletic season or extra-curricular activity.
- 2nd: Dropped from the athletic team or extra-curricular activity for the remainder of the season.

Use or Possession of alcoholic beverage on or off school premises:

1. Any student who consumes alcohol during an athletic season will be cut from the team immediately and will forfeit all awards, etc. for one complete season. Student will also be suspended from National Honor Society, Academic Challenge Team, Mock Trial, Student Council, class officer or any other extra-curricular that spotlight the student as a school representative for nine weeks.
2. If a student has a second offense while in high school, they will not be permitted to participate in athletics for one year. The student will also be suspended from National Honor

- Society, Academic Challenge team, Mock Trial, Student Council, class officer or any other extra-curricular that spotlight the student as a school representative for one year.
3. If the student has a third offense while in high school, they will not be permitted to participate in athletics and any other extra-curricular activity for the remainder of the student's high school career.

TESTING INFORMATION

ACT: American College Testing Program - Grade 12: The ACT Test is required for entrance to all state supported colleges in Ohio, as well as several hundred other colleges throughout the country. This test covers English, Math, Science and Social Studies. There are five national test dates scheduled during the year. Please contact your guidance counselor for information regarding the ACT test.

SAT: Scholastic Aptitude Test - Grade 12: The SAT test is administered in two parts. The morning test covers math and English and the afternoon session is an achievement test. The achievement test is required by many private colleges and universities. There are five national test dates scheduled during the year. Please contact your guidance counselor for additional information.

PSAT/NMSQT: Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test - Grades 10-11: The PSAT tests verbal and math abilities and can be used as an indicator of future performance on college entrance examinations. This test also enables students to compete for a scholarship award. The PSAT is administered in October. Please contact your guidance counselor for additional information.

PLAN - Grade 10: the PLAN is a practice form of the ACT, and is useful in defining students' academic strengths /weaknesses before taking the senior college entrances tests. The PLAN is available to Sophomores only. There is a fee for the PLAN test. Please contact your guidance counselor for additional information.

Amendments to Handbook

The principal is the final recourse and reserves the right to amend this handbook. Parents will be given prompt notification.

The Memorare

Remember, O most gracious Virgin Mary, that never was it known that anyone who fled to thy protection, implored thy help, and sought thy intercession was left unaided. Inspired with this confidence, I fly unto thee, O Virgin of virgins, my Mother. To thee I come, before thee I stand, sinful and sorrowful. O Mother of the Word Incarnate! Despise not my petitions, but in thy mercy, hear and answer me. Amen.

Salve Regina

Hail, holy Queen, mother of mercy, hail, our life, our sweetness, and our hope!

To you we cry, poor, banished children of Eve; to you we send up our sighs, mourning and weeping in this valley of tears.

Turn, then, most gracious advocate, your eyes of mercy toward us; lead us home at last and show us the blessed fruit of your womb, Jesus:

O clement, O loving, O sweet Virgin Mary!

Pray for us O holy Mother of God that we may be made worthy of the promises of Christ.

ALMA MATER

Oh come and sing of high school days
And St. Paul High we will praise.
Though the years have quickly passed
Our memories will always last.
Raise your voices, raise them high.
Our aspirations reach the sky
And our love will never die.
For we'll be true to St. Paul High.

FIGHT SONG

Fight that team across the field
And show 'em the Flyers are here.
Send the earth reverberating
With a mighty cheer. Rah! Rah! Rah!
Hit them hard and see how they fall.
Never let that team get the ball.
Hail! Hail! The gang's all here
And we're out for a victory!

The Facts of Underage Drinking

Different people experience different effects of alcohol. *There are no absolutes.*

- If a large amount of alcohol is in a person's system, it can result in unconsciousness. *The heart and lungs can be slowed to the point of stopping.*
- It is dangerous to assume a person will just sleep it off. People may pass out before all of the alcohol reaches the brain.

- **When in doubt, call for emergency assistance.**

Consequences

Law enforcement officers can file charges against any driver under 21 who has a blood alcohol concentration (BAC) of at least .02% but less than .10%. If convicted of operating a motor vehicle after underage consumption (OMVUAC), you face the following penalties:

- 60 day and not more than two-year license suspension.
- three days in a certified alcohol and drug addition program
- four points will be assessed to your driving record
- a remedial driving course must be completed before your driver license will be reissued.

Using a Fake I.D. to Purchase Alcohol

A person under the age of 21 who presents a false, fictitious, or altered I.D. or driver license when purchasing beer or liquor will be penalized as follows:

- 1st Offense: Mandatory fine of \$250 - \$1,000 and jail time of up to six months.
- 2nd Offense: Mandatory fine of \$500 to \$1,000 and jail time up to six months and possible license suspension up to 60 days.
- 3rd and Subsequent Offenses: Mandatory fine of \$500 to \$1,000 and jail time up to six months; 90 day license suspension with an option of community service; and a license suspension until age 21.

Regular Schedule

1st Period: 8:00 – 8:46
2nd Period: 8:49 – 9:37
3rd Period: 9:40 -10:26
4th Period: 10:29 –11:15

Lunch: 11:15 -11:42 (H.S.) 12:06 – 12:31 (Jr. High)
5th Period: 11:45 -12:31 (H.S.) 11:18 – 12:06 (Jr. High)
6th Period: 12:34 – 1:20
7th Period: 1:23 – 2:09
8th Period: 2:12 – 3:00

Friday Mass Schedule

1st Period: 8:00 – 8:35
Homeroom: 8:38 – 8:50 (Folk group dismissed at 8:43)
Mass: 9:00 – 9:55
2nd Period: 9:58 – 10:30
3rd Period: 10:33 – 11:08
Lunch: 11:08 – 11:36 (H.S.) 11:50 – 12:19 (Jr. High)
4th Period: 11:39 – 12:19 (H.S.) 11:11 – 11:50 (Jr. High)
5th Period: 12:22 – 12:59
6th Period: 1:02 – 1:39
7th Period: 1:42 – 2:19
8th Period: 2:22 – 3:00

(Please remove this page, sign and return to the high school office as soon as possible.)

Student Name: _____ **Grade:** _____

We have read and agree with the policies stated in this handbook. We also support the mission of St. Paul High and believe in the partnership of school, home, and church.

We give the school permission to release directory information (which may include some or all of the following: name, address, transcripts, permanent records) to colleges, post-secondary schools, and businesses that provide services to our students (i.e., Stein Photography, Jostens, Inc., etc.).

Please select one of the following. If nothing is checked, permission is granted to release information.

_____ We **do** give permission for our child's name, address or phone number to be made available to recruiters of the United States military.

_____ We **do not** give permission for our child's name, address or phone number to be made available to recruiters of the United States military.

Date

Parent Signature

Date

Parent Signature

Date

Student Signature

(Note: These two pages are for the back/front cover.)

Say "NO" to:

alcohol

drugs

tobacco

Be a real friend -

Help your friends

to say

"NO", too!

**Norwalk Catholic School Jr. High
and
St. Paul High**



**Student Handbook
2010-2011**