

STUDENTS

ELEMENTARY SCHOOL – ADMISSION

5000

Each school principal and school board shall review their current entrance policy regarding kindergarten and grade 1 and ensure that this policy adequately reflects the current state regulations while remaining within diocesan policy guidelines.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

5010

For entrance into kindergarten, a child must turn age 5 before August 1, of the school year beginning in that calendar year. However, the local school board may establish a policy which would allow for a child who is 5 years of age on or before September 30, to be accepted, upon the attainment of a sufficiently high score on a readiness test. The determination of this score shall be at the discretion of the local principal.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

5020

For entrance into grade 1, a child must turn age 6 before August 1, of the school year beginning in that calendar year. However, the local school board may establish a policy which would allow for a child who is 6 years of age on or before September 30, to be accepted, upon the attainment of a sufficiently high score on a readiness test. The determination of this score shall be at the discretion of the local principal.

Thus, schools are encouraged to be more concerned with the readiness of the student for school than the age requirement established by the public school.

If a child has satisfactorily completed a kindergarten program in another state and moves to the state of Missouri, that child can be admitted to the first grade even though the birth date for that child might be after September 30.

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Review Date: 2009

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HIGH SCHOOL – ADMISSION

5050

Admission is to be according to any specifications by the Missouri Department of Education and accrediting agencies.

The date of birth may be certified by either a birth certificate or a baptismal certificate.

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Review Date: 2009

Revision Date: 07/29/03

NON-CATHOLIC STUDENTS

5075

As the non-Catholic percentage of our student enrollment increases, added care should be taken by the school administration to maintain the school's Catholic identity. It is recommended that no more than one-fourth of the student enrollment be non-Catholic. If more than one-third is non-Catholic, the enrollment should be carefully evaluated by the school board and efforts shall be made to increase the Catholic enrollment.

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Review Date: 2009

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LENGTH OF SCHOOL TERM

5100

The students must be in attendance at the elementary level for a MINIMUM of 174 days; high school 175 days. The school calendar should have 3 days built in for inclement weather.

Approval Date: 1998

Review Date: 2010

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SCHOOL DAY

5110

The school day consists of six hours in which the pupils are under the guidance and direction of teachers in the teaching process. If schools dismiss because of inclement weather, four or more hours may be counted as a full day, and 2-4 hours may be counted as a half-day.

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OBSERVANCE OF HOLYDAYS

5120

Catholic schools are encouraged to observe the Holydays of Obligation. The local school administration, pastor and principal, may determine if their school will be in session on Holydays.

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Review Date: 2009

Revision Date: 07/29/03

SCHOOL CENSUS

5130

At the beginning of each school year the Diocesan School Office shall request information on the number of students enrolled in each school. The annual per capita assessment is based on the census report completed at the beginning of the school year. This fee is due on November 13th.

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Review Date: 2009

Revision Date: 07/29/03

SCHOOL CALENDAR

5150

Each April every school in the Diocese is to submit a calendar to the Diocesan School office indicating the required number of days of pupil attendance for the following school year. This calendar should also include a statement as to how snow days will be replaced if they should occur. In case many days are missed because of snow or inclement weather, then it is permissible to use normal school holidays or Holy days of Obligation in order to have the required days of pupil attendance.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

5160

If an individual school makes a change in its calendar after the school year has begun, the Diocesan School Office is to be notified of that change as soon as possible.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

5170

In those instances in which pastors are in the habit of giving an extra free day, those parishes need to show 175 days of pupil attendance in their original calendar. In order to meet the requirements of the accreditation program, there must be 174 days of pupil attendance.

Approval Date: 1998

Review Date: 2009

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SCHOOL RECORDS

5200

All schools in the Diocese shall collect, maintain and disseminate all school records with care, responsibility and in a professional manner. It is important that adequate up-dated school records be kept. Records are to be kept in fire-proof files within the school. Recorded information is to be either typed or written legibly in black ink. The principal has the major responsibility for the school's records.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

5210

Official student files should contain only the following:

- *Academic Transcript
- *Records of Educational or Related Testing
- *Emergency Sheet
- *Health Form
- *Discipline Records

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Parental rights extend to either parent unless the school has been provided with evidence that there is a court order, statute or legally binding document relating to such matters as divorce, separation or custody that specifically revokes these rights.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

ACTIVE FILE

5250

Cumulated record files should contain in addition to recorded information:

- A. Attendance records of each year in the school.
- B. Standard test results and any other special testing scores.
- C. On the elementary school level, the reading card on which is recorded the level and progress of student.
- D. Health records unless there is a special school file on these.

Approval Date: 1998

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Revision Date: 07/29/03

5255

The cumulative record of each student remains permanently in a fire-proof file in the school. They are to be kept in the school building even if information is being recorded on them.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

5260

No anecdotal reports or materials that could be liable in nature are to be kept in this file.

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Revision Date: 07/29/03

INACTIVE FILE

5270

When a student transfers from the school, or completes the highest grade in the school, his/her cumulative record is placed in a fire-proof inactive file in the school. In addition to the information required for the active file, a statement of the school entered, or to be entered is to be recorded in the inactive file for 10 years.

The school's administrator is to screen carefully each student's record before it is put into the inactive file to remove reports or materials that could be libelous.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

ATTENDANCE AND TARDINESS

5280

The state of Missouri provides, by law, for compulsory full day attendance by all children between the ages of 7 and 16. The responsibility for compliance with this law belongs to the parents. However, recognizing that a student's regular attendance at school has a direct bearing on the child's success in school, each school is directed to develop its own policies and procedures to encourage regular attendance and discourage absence from school without serious reason and those must be on file in the Diocesan School Office. The local school policy and procedure shall ensure that the parent and school are appropriately informed about the student's attendance and reasons for absence from school. It should also foster cooperation between the home and the school regarding the student's attendance.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

5281

All teachers shall keep daily records of attendance and tardiness and at the end of each quarter these records should be transferred to the student's permanent record.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

5283

Attendance and tardiness are recorded on the attendance record, cumulative record and the report card for each student.

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Review Date: 2009

Revision Date: 07/29/03

TRANSFER AND WITHDRAWAL OF RECORDS

5285

Transfer to Another School: When a student transfers to another school, a duplicate of his/her permanent record is to be sent to the school that the student is entering. If a student is transferring to a public school, it is not necessary to record information such as on Baptism, Holy Communion and Confirmation. School records will be released after written parental consent is given.

Transfer from Another School: The principal of the receiving school requests the needed records from the principal of the school from which the student is transferring.

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Review Date: 2009

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SICKNESS AND EMERGENCIES

5290

Each school needs to maintain a record which contains the names of persons to be notified in case of an emergency. This record should also indicate the name of the family physician and name of someone to contact in case the parent or guardian cannot be contacted.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

5292

The principal has the right and duty to send home any student showing symptoms of a communicable disease. Before sending the student home, the principal must make contact with the parent or guardian.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

5294

Students who must be excused for medical reasons during the school day, either for a doctor or dental appointment, are to bring a written statement and give that to the homeroom teacher at the beginning of the day. Parents or legal guardians must check with the principal or the office prior to picking up a student during the school day.

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Revision Date: 07/29/03

5295

A written excuse stating the reason for an absence and signed by the parent or guardian of the student is required for all absences and should be presented no later than the day following the absence.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

5297

A sick child should never be sent home alone or without parental consent.

Approval Date: 1998

Review Date: 2010

Revision Date: July 10, 2010

MEDICATION

5298

Medication prescribed for a student must be brought to the office by parent/guardian in original packaging. Said medication will be kept in a locked safe container to be administered by a designated person as per prescription label. A request form must be signed by parent/guardian with prescription number and doctor's name.

Dispensing over-the-counter medications will be at the discretion of the administrative staff of the school. **It is not recommended.**

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Review Date: 2010

Revision Date: July 10, 2010

SCHOOL CEREMONIES AND OBSERVANCES

5300

Schools are urged to give suitable recognition to diocesan, state and local religious and civic observances.

Special days of diocesan observance are:

- A. Feast of ST. POPE PIUS X - Primary Patron of Diocese - August 21
- B. Feast of BLESSED PHILIPPINE DUSCHESNE - Secondary Patron of Diocese
November 18
- C. Feast of ST. ELIZABETH ANN SETON - Patroness of Catholic Schools in the
United States - January 4
- D. Catholic Schools Week - Last Week of January or First Week of February

Special days of observance in the schools of Missouri are:

- A. Missouri Day - 3rd Wednesday in October
- B. Jefferson Day - April 30

When school is in session, the American flag should be displayed outside the building, weather permitting. The flag should be raised before the morning session begins and taken down at the close of the day. Occasionally there should be a flag-raising ceremony outside the school building on appropriate days marking an historical event or occasion. It is recommended that a flag be displayed in each classroom. Students are to learn the Pledge of Allegiance to the Flag and the National Anthem. The Pledge should be part of the usual school day ceremony and the National Anthem sung occasionally.

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MARTIN LUTHER KING HOLIDAY

5301

All schools in the Diocese shall observe the Martin Luther King holiday either with school dismissal or special school observance (i.e. assembly, Mass, etc.)

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GRADUATION AND SCHOOL CELEBRATIONS

5310

A. ELEMENTARY SCHOOL CELEBRATION:

The completion by a group of students on the highest level in an elementary school should include celebration of a special liturgy. Other celebrations should be appropriate at this level. Following the school sponsored celebration, any organized event such as a party, dance or trip are the responsibility and liability of the parent or parents organizing these functions. They may not be sponsored by the school.

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5320

B. HIGH SCHOOL GRADUATION:

This event should appropriately include the celebration of a special liturgy among the events associated with high school graduation. Any other related event sponsored by the school should be appropriate for a Catholic high school. The Bishop and Diocesan Superintendent of Schools should be invited to the graduation ceremony.

A graduation committee, including the principal and senior class advisor, determines the graduation policy which should include:

1. Liturgical Celebration
2. Graduation Ceremony
3. Program/Publicity
4. Preparation and Delivery of Speeches by Students
5. Student Behavior

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HIGH SCHOOL ENTERTAINMENTS AND SOCIALS

5400

The high school principal is responsible that the dramatic productions presented by the school are appropriate in tone, theme and plot for a Catholic secondary school. The approval of the principal is necessary in the initial stage of the selection of a school play.

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Revision Date: 07/29/03

5410

Adult supervision is to be provided for social events sponsored by the high school. Alcoholic beverages may not be brought to, or consumed at these socials. Student behavior at these events should be in accord with the goals and objectives of Catholic education.

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Revision Date: 07/29/03

COMMUNICATION DEVICES

5415

Communication devices are any device that an individual can use to pass information to another individual.

The principal and/or school board of each school will develop a communication device policy that will be in the best interest of their school.

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Revision Date:

STUDENT-RELATED POLICIES AND REGULATIONS

5420

All policies and regulations developed by a particular school should be directed to one end: What is best for the students and their development into mature and responsible Christians. Not only should the school be concerned with the spiritual and academic development of each student, but it should also recognize, support and protect, in a spirit of justice, certain God-given rights related to health, safety and psychological well-being.

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DRESS CODE

5450

The policy on dress code and uniforms will be up to the discretion of each particular school and enforced by the principal.

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Review Date: 2010

Revision Date:

STUDENT BEHAVIOR AND DISCIPLINE

5500

Student behavior and discipline should reflect an atmosphere of Christian development and formation consistent with the goals and objectives of Catholic school education. Students should be made aware that their behavior creates a favorable or unfavorable judgment of themselves; their families and school, and a sense of responsibility should be developed in this regard.

Discipline is not a form of punishment. Its purposes are:

- A. To help each student become more responsible to him or herself and to others.
- B. To educate and assist students in developing self-control.
- C. To promote classroom situations conducive to learning.
- D. To create a harmonious school and classroom atmosphere.

Discipline is attained when students in a classroom and school cooperatively work with principal, teachers and companions toward the attainment of the class and school objectives.

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5505

Social networking websites and applications, including but not limited to Facebook, MySpace, and Twitter, are an important and timely means of communication.

Violations of these suggested guidelines may be considered inappropriate behavior and may be the basis for disciplinary action.

- Display of vulgar language
- Display of language or photographs that imply disrespect for any individual or group because of age, race, gender, ethnicity, or sexual orientation.
- Presentation of personal photographs or photographs of others that may reasonably be interpreted as condoning irresponsible use of alcohol, substance abuse, or sexual promiscuity.
- Posting of potentially inflammatory or unflattering material on another individual's website.
- Or any entry that would be contrary to the teachings of the Catholic Church.

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Revision Date:

BULLYING

5508

Bullying, cyberbullying, or anything that would attack the moral character of a student is prohibited.

Complaint Procedure

Any person who believes that he or she has been sexually harassed or subjected to other unlawful harassment should immediately report the matter to his or her supervisor, pastor, principal, or to the Chancellor of the Diocese. Anyone who becomes aware of any possible sexual harassment should immediately advise the supervisor, pastor, principal, or Chancellor. The supervisor, pastor, principal should then report the complaint to the Chancellor of the Diocese, who will direct the investigation. The complaint will be investigated in as confidential a manner as possible. A resolution of the issue will be offered within 60 days of the complaint and appropriate action will be taken. There will be no retaliation against persons complaining of harassment or against any persons who assist or give information in support of such complaints. If there are any complaints of retaliation, they should be brought to the attention of the Chancellor of the Diocese. (c.f. Policy #3010)

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Revision Date: 07/29/03

5510

Disciplinary matters are the responsibility of the teacher and the principal of a school, and the pastor or school board shall be supportive of the principal's action subject only to the right of appeal

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5520

In certain instances, the principal may wish to admit a student on a probationary basis. When this happens, this needs to be placed in writing before the student is admitted to the school and signed by the principal and the parents or guardians.

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IMPROPER DISCIPLINE OF STUDENTS

5530

Since the purpose of discipline is to aid the child in learning self-control and not merely to impose restraints and enforce conformity upon him/her, teachers should use disciplinary procedures which help to attain this objective. The following punitive measures are unacceptable:

- A. Unusual or bizarre punishments.
- B. Lowering of academic grades because of misconduct.
- C. Language which is sarcastic or calculated to bring ridicule on the pupil, his/her parents or his/her background, etc.
- D. Striking, slapping, shaking when this action is abusive or constitutes a personal indignity.
- E. Leaving an elementary school child unsupervised, if separating him/her from the school or classroom situation.
- F. Depriving students of a classroom or school activity necessary for well-being, such as toilet and eating time; necessity for warmth or air, etc.
- G. Corporal punishment is not permitted in diocesan schools.

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UNLAWFUL HARASSMENT POLICY

5535

The Diocese of Springfield-Cape Girardeau will not tolerate sexual harassment or other unlawful harassment or discrimination by any personnel, male or female, employee or volunteer. No one at any level of authority is exempt. Violation of this policy can result in disciplinary action including but not limited to dismissal from employment.

Complaint Procedure

Any person who believes that he or she has been sexually harassed or subjected to other unlawful harassment should immediately report the matter to his or her supervisor, pastor, principal, or to the Chancellor of the Diocese. Anyone who becomes aware of any possible sexual harassment should immediately advise the supervisor, pastor, principal, or Chancellor. The supervisor, pastor, principal should then report the complaint to the Chancellor of the Diocese, who will direct the investigation. The complaint will be investigated in as confidential a manner as possible. A resolution of the issue will be offered within 60 days of the complaint and appropriate action will be taken. There will be no retaliation against persons complaining of harassment or against any persons who assist or give information in support of such complaints. If there are any complaints of retaliation, they should be brought to the attention of the Chancellor of the Diocese. (c.f. Policy #3010)

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SUSPENSION

5600

Every effort should be made to avoid suspending a student from school. The principal can suspend a student from school for a justifiable reason, but in so doing judges this to be a course of action that will be preventive and corrective. If, however, a suspension is warranted, parents are to be personally notified of the suspension of their child and also notified by mail by the principal.

Possible causes for suspension include but are not limited to:

- A. Open defiance of school authority
- B. Striking a teacher or other school personnel
- C. Possession or consumption of an alcoholic beverage at school or a school-related function
- D. Possession or use of a controlled substance at school or a school-related Function
- E. Possession or use of a weapon or anything that would threaten the welfare of anyone present in the school or at a school-related function (immediate suspension)
- F. Any verbal threat, or physical threat of violence-expulsion
- G. Any violation of Missouri Safe Schools Act or any other state or federal law associates with school safety.

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Review Date: 2009

Revision Date: 07/29/03

5610

A student may not be suspended from school for the same offense for more than 10 consecutive school days. In a more serious matter, the principal in consultation with the pastor of the parish school or president of the board in a consolidation may take another action as they see fit.

Approval Date: 1998

Review Date: 2009

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EXPULSION

5620

The expulsion of a student by the principal from a Catholic school is very serious and this action should be evoked only as a last resort. Moral delinquency is a sufficient reason for expelling if the delinquency is persistent or has a bad influence on the other students in the school. The following are additional causes for expulsion:

- A. Civil marriage
- B. Selling of a controlled substance at school or a school-related function
- C. For a second offense during the school year for either possession or use of a controlled substance or possession or consumption of an alcoholic beverage at school or school-related functions.
- D. For a violation for which there were two disciplinary suspensions during the school year
- E. For any other conduct or activity of a serious nature that is considered harmful to the school's reputation, or is contradictory to Catholic moral teachings and principles. Weapon/ Threat
- F. Any violation of Missouri Safe Schools Act or any other state or federal law associates with school safety.

Approval Date: 1998

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Revision Date: 07/29/03

5625

Parents should have been informed about a persistent delinquency of a student or of the seriousness of his/her misbehavior as it begins to occur. The disciplinary action would not come as a surprise to the parents and the schools as unjustifiable.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

5630

Approval of the pastor, or of the regional board, is to be obtained by the principal before a student is expelled. If an expulsion is judged immediately necessary but the principal cannot obtain the approval of the pastor of the parish school (or the president of the board in a consolidation), a suspension should be evoked until a further decision can be made.

Documentation on the expelled student or students is to be sent to the Diocesan School Office within a week after expulsion.

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Review Date: 2009

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RIGHT OF APPEAL

5640

The student or parents have the right of appeal in the disciplinary actions of suspension and expulsion. The first appeal is to be made to the principal of the school.

If the parents or student are not satisfied with the principal's decision on appeal, they may then appeal to the pastor of a parochial school or to the regional board in a consolidation.

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CHILD ABUSE OR NEGLECT

5650

Administrators, teachers or staff members who have reasonable cause to suspect that a child has been or may be subjected to abuse or neglect shall immediately report or cause a report to be made in accordance with the provisions of Missouri statutes, sections 210.110 to 210.165.

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PREGNANCY

5700

If a student of a diocesan school becomes pregnant or impregnates another while still attending school, that student is not to be expelled from school. Rather, the principal and faculty need to work in a compassionate way with that student in order to give the student every opportunity of continuing and completing his/her educational journey. Appropriate counseling should be obtained for the student so that the Church's teaching will be upheld.

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HEALTH AND SAFETY

5750

The school's health and safety programs should reflect the earnest and intelligent concern and planning for the welfare of every child in the school.

Students entering the elementary, and those entering the high school should present a signed report on a medical examination by a physician.

The principal should endeavor to obtain the assistance of health personnel that may be available to give services in the school. He or she is responsible that health records are complete and accurate and used to promote better health for the students.

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Revision Date: 07/29/03

NON-VIOLENCE

5755

Administrators and teachers shall not tolerate verbal threats or physical threats within the school or on school property. Precautions shall be taken to allow for safety of all school personnel. Regular safety checks are to be part of the school's responsibility. Some precautions advised are:

- A. Regular in-service by police
- B. Locked doors (panic bars)
- C. Reporting of suspicious individuals on school property
- D. Advising students about strangers and non-familiar people

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Review Date: 2009

Revision Date: 07/29/03

SAFE SCHOOLS ACT

5760

Every school administrator is asked to obtain a copy of the Safe Schools Act. Faculty members are to be familiar with the contents.

Under Student Supervision, administrators are to note the following:

“The policy shall provide for a suspension for a period of not less than one year, or expulsion, for a student who is determined to have brought a weapon to school, including but not limited to the school playground or the school parking lot, brought a weapon on a school bus or brought a weapon to a school activity whether on or off the school property in violation of district policy.”

A weapon will be defined by the administration.

Approval Date: 1998

Review Date: 2010

Revision Date: July 10, 2010

CRISIS MANAGEMENT PLAN

5765

Every school must have a diocesan approved Crisis Management Plan that contains State regulations on file in the Diocesan Office and the local school office. This plan will include procedures for emergencies and disasters. The plan must be updated annually and reviewed with the faculty and staff.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

BUILDING MAINTENANCE

5775

It is the duty of the principal to see that sanitation and safety in and on the premises of the school meet the standards of the local health and sanitation department, the fire department, etc.

An understanding should be had with the pastor on the responsibility for the supervising of maintenance and personnel. Principals should reasonably expect to have some on-the-job authority with maintenance and service personnel while these are on duty in or about the school. If so, these lines of authority must be clearly worked out and understood.

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Review Date: 2009

Revision Date: 07/29/03

SUPERVISION OF STUDENTS

5800

Students are to be adequately supervised from the approved arrival time at school until the close of the school day when in school buildings, on school premises or during school-sponsored activities.

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Review Date: 2009

Revision Date: 07/29/03

5810

The responsibility for supervision extends to after-school time for such things as student detention, where there is student bus service and more than one bus run. The arrangement for this supervision is done by the principal and a sharing of the full-time teachers in the duties of supervision is not considered over and above the terms of the contract.

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Review Date: 2009

Revision Date: 07/29/03

5820

At the beginning of each school term, parents are to be informed of the hours for the beginning and close of the school day. Where students appear on the school grounds sooner than a half hour before the school day officially begins, it is recommended that a signed statement be obtained from the parents releasing the school from responsibility for supervision of the student.

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SUPERVISION OF ATHLETICS

5830

The principal also has the responsibility to see that there is certified adult supervision of students for evening activities sponsored by the school such as athletic games, high school socials and entertainments and such like activities. Athletic directors (or certified alternates) shall be present at every game.

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CERTIFIED SUPERVISION

5835

A certified school person is required to be present at all school-sponsored activities and events on school premises.

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Revision Date: 07/29/03

STUDENT RESIDENCE

5850

Any student attending an elementary or high school in the Diocese of Springfield-Cape Girardeau system is required to be living with one of the following:

- A. The student's parent(s)
- B. A legal guardian
- C. A person who has been given the power of attorney by a natural parent (According to Missouri statute, Sec. 475.024, RSMO 1994, a parent of a minor child may delegate to another individual, for a period of **one year** any of the parent's rights, including the care and custody of the minor child, with the exception of consenting to marriage or the adoption of a minor child)

A written notification is to be on file which identifies the residence of the student. Should a student be living with anyone other than one of the above-stated parties, the student will be suspended according to procedures of the local school policy.

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Revision Date: 07/29/03

RELEASING STUDENTS OR INFORMATION

5860

The school is NOT to release a student during the school day at the request of a caller other than a known parent, relative or guardian without adequate verification of the identity of the caller.

The school is **NOT** to release the name, address or phone number of a student or his/her parents to agencies or others making such a request.

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Review Date: 2009

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EMERGENCY INFORMATION

5870

Each September the emergency information sheet should be completed for each child in the school. This information should be kept in the office in a place known to all school personnel.

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FIRE AND TORNADO ALERT DRILLS

5880

Fire drills shall be held in each school on an average monthly basis. Since the Diocese is located in a tornado area, a tornado drill should be held at least once a month.

Some guidelines for fire and other disaster drills are:

- A. Principal and teachers should be informed by the local fire department or other competent group how to conduct fire and disaster drills.
- B. As soon as possible after the alarm signal has been given, each teacher is obliged to see that every student in his/her charge is accounted for.
- C. Each teacher must have a complete class list available to be used to check attendance when the area of safety has been reached or the all clear signal has been given.

The principal is to keep an annual record of the date of fire and other disaster drills.

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Review Date: 2009

Revision Date: 07/29/03

SAFETY PATROL

5885

When it is advisable to have a student safety patrol, the principal should arrange for proper training, supervision and responsibility of persons involved in this program. It is advisable to consult the local police on the specifics of arranging traffic crossings.

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Revision Date: 07/29/03

CHEERLEADERS

5890

If cheerleaders are necessary for an elementary school's athletic program, they are to be selected from the seventh and eight graders of the school. In a small school, this eligibility may extend to the fifth and sixth graders.

The choice requires the approval of the principal and instructional staff. Also, parental written approval is necessary for the choice.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

5891

Either the principal, a designated teacher on the instructional staff, or a parent will be in charge of the cheerleaders for a school's athletic program.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

5892

Cheerleaders are to be transported to games separately from the team. They are to be under adult supervision, preferably by a parent or parents of the cheerleaders, or someone on the school's professional staff.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03

TITLE IX: SEX DISCRIMINATION

5895

No student enrolled in a Catholic elementary or secondary school in the Diocese of Springfield-Cape Girardeau shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity provided by that school.

Approval Date: 1998

Review Date: 2009

Revision Date: 07/29/03