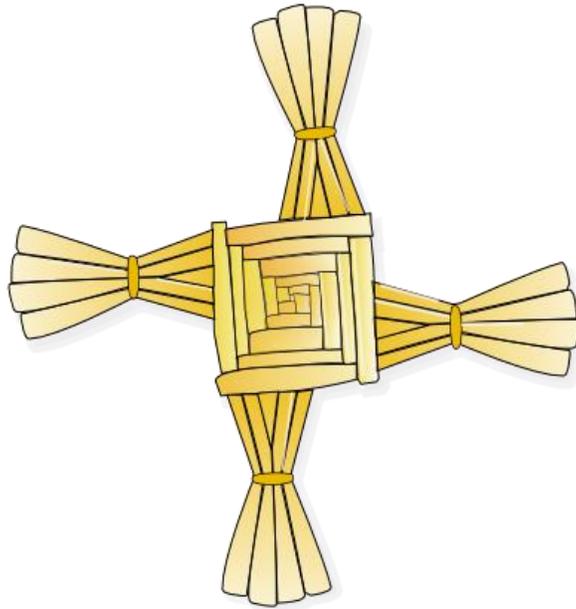


St. Brigid School
Parent / Student
Handbook



St. Brigid School

695 Stevens Ave.
Portland, ME 04103
207-797-7073
207-797-7078 Fax
www.sbrigids.com

Dear Parents and Students,

Welcome to St. Brigid Catholic School! In choosing to be a member of this school you have selected to be a part of something life changing, focused on Catholic virtues and willing to be a participating and active member of a Catholic community.

The staff of our school and I look forward to working with you to see your family grow in the light of Christ promoting a love for one another and a love for learning in keeping with our patron St. Brigid.

Together we pray:

St. Brigid Fire of Truth, Keep us true to God's will in our daily lives.

St. Brigid Fire of Compassion and Love burn strong for all those who need our prayers.

St. Brigid Fire of Wisdom and Knowledge be with us as we share in learning. Bless us while we form friendships while we learn from one another.

St. Brigid of Kildare, patron saint and guardian of our Catholic School watch over us today and everyday helping us to be as faith-filled as you were; so willing to share the St. Brigid Fire of faith with everyone you met.

Peace and All Good Things,

Mr. Buckley

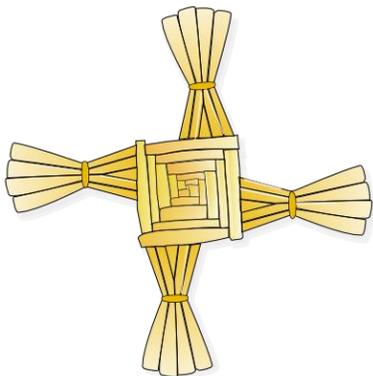


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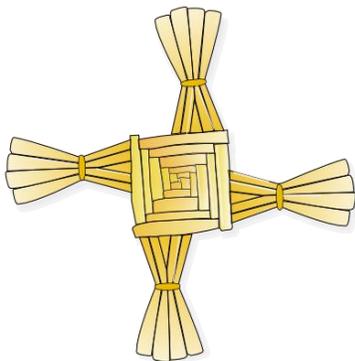
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St. Brigid School

is the consolidated school of the parishes, St. Pius, St. Joseph's and St. Patrick's in Portland, Maine serving grades Pre-k through 8.

The name celebrates the historical legacies of St. Patrick's and St. Joseph's Schools originally established in Portland, Maine during the early nineteenth century by the Sisters of Mercy. The Sisters of Mercy are perpetually and respectively linked both to St. Joseph and to St. Patrick. It is said that St. Patrick blessed and converted St. Brigid. The Sisters of Mercy, just like Brigid of Kildare, aided in comforting those who came to them in Ireland (and in the city of Portland) with a spot o' tea and a cookie or warm meal. The Sisters of Mercy were a driving force in the conversion of souls in the early nineteenth century here and abroad, and they remain a powerful force in the work of today's church in Maine.

The St. Brigid's cross seems to be the most profound symbol for our school. The legend tells about a conversion St. Brigid made while wrapping the reeds of the field into a cross during the teaching and blessing of a dying man. St. Brigid was resourceful, while she taught and prayed over this dying soul, he received the blessings of conversion and inception into the loving arms of Christ. The legend says she wove a symbol of reeds, into the symbol of the cross. The center of the St. Brigid Cross, they say, depicts the eye of God, a fitting logo and symbol of the resourcefulness of St. Brigid and our school to embrace while becoming a renewed community of God.



MISSION STATEMENT OF MAINE CATHOLIC SCHOOLS

The mission of the Catholic Schools in Maine is to strengthen the Catholic Church and to create an environment in which the faith is preserved, nourished, shaped and communicated to foster values that give meaningful direction to the Christian family and society. This is accomplished through dedication to the growth, development and formation of the student by proclaiming the message, creating community, providing service and celebrating worship so that our students will become faith-filled Christians, creative and critical thinkers, life-long learners and confident contributors.

MISSION STATEMENT OF ST. BRIGID SCHOOL

The mission of St. Brigid School is to fulfill the Christian mandate to teach as Jesus did by providing a holistic education that integrates the truths and traditions of the Catholic Church with life and learning. In partnership with families and grounded in the mission of the Catholic Church, St. Brigid School is committed to academic excellence that will assist students to realize their unique intellectual, spiritual and physical potential.

St. Brigid School pursues excellence in school-wide learning by encouraging the discovery and development of individual talents, by enhancing self-esteem and by promoting the ideals of faith, family, social justice and civic responsibility. St. Brigid School provides learning experiences needed to acquire knowledge and skills required to grow and adapt to the increasingly technological and diverse world in which we live.

VISION: A CATHOLIC COMMUNITY OF EXCELLENCE

As a school community, we value, support and pursue a variety of excellences to encourage personal, spiritual growth and a commitment to learning. St. Brigid School is called to be a Catholic school family. In our school, community is a special part of our love for God. When we care for one another, we actively celebrate the mission of our school and church. Our faith community leads us to understand who we are, where we come from and our resultant responsibility. As a community, we live, learn, model and share the gifts of ourselves. We pray together, work together, share joys and sorrows too.

VALUES

- We value teaching and exemplifying the beliefs, traditions and values of the Catholic Church.
- We value and provide a learning environment, which encourages critical thinking, cooperative problem solving, creative inquiry and lively participation.
- We value providing a solid academic foundation grounded in the basics and structured for individual learning styles.
- We value the development of each person's God given potential and meeting the needs of each person's intellectual, emotional, physical, social and spiritual, growth.

- We value and actively promote parent-school partnerships, which integrate families and our school and reinforce the concept of parents as primary educators.
- We value, support and foster a Catholic, Christian Community, which reflects a faith in God, concern for community and service to humanity.
- We value and stress the importance of respect for self, others and life in all forms.
- We value the opportunity to learn in a creative, Christian, caring atmosphere.
- We value and emphasize positive life skills such as communication, responsibility and organization.
- We value and provide ongoing professional and spiritual growth for our staff and the parents of our school.

ACCREDITATION

St. Brigid School is a Diocesan Catholic School Approved for attendance in the State of Maine.

ADMISSION INFORMATION

Nondiscriminatory Policy

St. Brigid School admits students of any race, color, and national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students of the school. It does not discriminate on the basis of race, color, national or ethnic origin in the administration of its educational policies, admissions policies, or athletic and other school-administered programs.

Acceptance of Students

As openings become available, the following priorities will be used to accept students to St. Brigid School:

1. Open to other siblings of St. Brigid families
2. Members of St. Patrick's/St. Pius/St. Joseph's Parishes
3. Open to the general public

Children entering Pre-K must be four (4) years of age by October 15th.

Children entering Kindergarten must be five (5) years of age by October 15th. Students will be conditionally accepted into Kindergarten with full acceptance contingent on displayed readiness on the Kindergarten entrance test.

At the time of registration, all new students seeking admission to St. Brigid School are evaluated and placed on the basis of current standardized test scores and report cards.

Requirements

1. Verification of active parish affiliation/stewardship
Use of weekly envelopes and Tuition contract signed by the
pastor of sending parish (Catholic Applicants only)
2. An Application with non-refundable fee
3. Health Records (Immunization Records)

4. Birth Certificate (original)
5. Baptismal Certificate (Catholic applicants only)
6. Report Cards
7. Standardized Test Results
8. Record of IEP or ISP

Students applying for Admission in Grades 1-8 must present a copy of the current report card and standardized test results. These will be reviewed to determine how the program at St. Brigid School will meet the educational needs of the students. An interview with the parent and student is part of the admission process in grades 1 and up and / or Kindergarten screening.

Testing in some academic areas may be held for new incoming students in Grades 3-8.

All new students will be given a trial period in which to prove himself/herself both socially and academically. If during this trial period there are any problems, a student may be asked to withdraw his/her attendance at St. Brigid School.

Non-Catholic students whose parents accept the philosophy of St. Brigid School will be accepted on a space available basis.

Financial Obligations

Tuition is paid in full or in a monthly installment program used in all Diocesan Catholic Schools called FACTS. FACTS is a secured automatic debit payment plan through your bank. Families will have the option to pay their tuition in one of the following ways:

1. Payment in full the first week of **June**. (Made directly to St. Brigid School)
2. Monthly Payments through FACTS, which must be completed by March (Timely enrollment will result in a 10 month payment plan beginning in June. Elected payment dates are the 5th or 20th of each month. (NOTE: An additional FACTS enrollment fee is paid directly to FACTS and debited upon receipt of your enrollment or re-enrollment form).

Non-fulfillment of financial obligation may constitute non-renewal of enrollment.

PARENT'S ROLE IN EDUCATION

We, at St. Brigid School, consider it a privilege to work with parents in the education of children because we believe parents are the primary educators of their children. Therefore, it is your right and your duty to become the primary role models for the development of your child's life--- physically, mentally, spiritually, emotionally, and psychologically. Your choice of St. Brigid School involves a commitment and exhibits a concern for helping your child to recognize God as the greatest good in his/her life.

Good example is the strongest teacher. Your personal relationship with God, with each other, and with the Church community will affect the way your child relates to God and others. Ideals taught in school are not well rooted in the child unless these are nurtured by the example of good Catholic/Christian morality and by an honest personal relationship with God in your family life.

Once you have chosen to enter into a partnership with us at St. Brigid School, we trust you will be loyal to this commitment. During these formative years (Pre-K to 8), your child needs constant support from both parents and faculty in order to develop his/her moral, intellectual, social, cultural, and physical endowment. Neither parents nor teachers can afford to doubt the sincerity of the efforts of their educational partner in the quest of challenging, yet nourishing, the student to reach his/her potential. It is vital that both parents and teachers remember that allowing oneself to be caught between the student and the other partner will never have positive results. To divide authority between school and home or within the home will only teach disrespect of all authority. If there is an incident at school, you as parents must make investigation of the complete story your first step. Similarly, we, the school will also make an investigation of the complete story our first step. Evidence of mutual respect between parents and teachers will model good mature behavior and relationships.

Students are naturally eager to grow and learn. However, sometimes in the process of maturation new interests may cause them to lose focus. As this natural process occurs, the student needs both understanding and discipline. At times, your child may perceive discipline as restrictive. However, it is boundaries and limits, which provide a young person with both guidance and security.

It is essential that a child take responsibility for grades he/she has earned and be accountable for homework, long-term assignments, major tests, service projects, and all other assignments. This responsibility also extends to times of absence.

Together, let us begin this journey with a commitment to partnership as we support one another in helping your child to become the best person he/she is capable of becoming.

PARENTS AS PARTNERS

As partners in the educational process at St. Brigid School, we ask parents :

1. To set rules, times, and limits so that your child:
 - Gets to bed early on school nights;
 - Arrives at school on time and is picked up on time at the end of the day;
 - Is dressed according to the school dress code;
 - Completes assignments on time; and
 - Has lunch money or nutritional bagged lunch every day.
2. To actively participate in school activities such as Parent-Teacher Conferences;
3. To see that the student pays for any damage to school books or property due to carelessness or neglect on the part of the student;
4. To notify the school with a written note when the student has been absent or tardy;
5. To notify the school office in writing of any changes of address or important phone numbers;
6. To meet all financial obligations to the school;
7. To inform the school in writing of any special situation regarding the student's well-being, safety, and health;
8. To complete and return to school any requested information promptly;
9. To read school notes and newsletters and to show interest in the student's total education;
10. To support the religious and educational goals of the school;
11. To support and cooperate with the discipline policy of the school;
12. To support and participate in opportunities for community involvement;
13. To treat teachers with respect and courtesy in discussing student problems.

School Board

The primary purpose of the school Board is to assist and support the administration of St. Brigid School and the mission of Catholic Education, "To Teach as Jesus Did."

This advisory board's responsibility in supporting the mission includes work in strategic planning, finance, development, marketing, facilities improvement and policy development. As such, the board provides the administration advice and also oversees and supports the working committees of St. Brigid School. Since the board is not bonded, comprised of employees or elected for the purpose of school management, individual student, or personnel issues and matters related to curriculum development are not addressed by the board. The board is reflective of the parish cluster and must consist of practicing Catholics fully vested in the philosophy and Catholic Mission of St. Brigid School. Currently, membership is by appointment of the pastors of the cluster in consultation with the principal of St. Brigid School.

Committees of the Council:

Finance Committee: The finance Committee of St. Brigid School develops and monitors the school finances and budget of St. Brigid School. This committee meets monthly and is comprised of representatives of the cluster parishes, the pastors and the principal.

Development Committee: The primary purpose of this committee is to support, plan and implement the major fundraisers of our school. The committee coordinates solicitation as well as planning for the fundraising amount set in the budget process.

Marketing Committee: The marketing committee promotes St. Brigid School through all marketing means, which also includes print and radio advertisements as well as an annual Open House.

Facilities Committee: The facilities committee meets monthly and works on the planning and work of improving the physical plant and all aspects of facilities repair, replacement and updating the buildings and grounds of St. Brigid School.

PARENT TEACHER ORGANIZATION/HOME AND SCHOOL ASSOCIATION

The St. Brigid Home and School Association is a dynamic organization comprised of all parents/guardians of children attending our school as well as faculty and staff members. The H.S.A. meets to plan, support and sponsor social and academic programs which reinforce the values of Catholic Education and foster a familial atmosphere for the school community. The H.S.A. is a vital communications link between parents, faculty and the school administration. It is instrumental in encouraging and sharing ideas for calendar activities to keep the school spirit vibrantly alive.

Home and School Association is the name widely used by Catholic Schools. This organization is not to be confused with a public school organization. The St. Brigid H.S.A Organization works to support and enhance the educational ministry of the school. Building community, parent education and community events are goals of this organization. The H.S.A. meets monthly and all parents are invited and encouraged to attend. Officers are elected from community nomination and can serve terms of up to two years.

GENERAL INFORMATION

School Hours

Grades Pre-K through 8: 8:00 AM – 2:45 PM. Students who are not in their homeroom at 8:00 AM are considered tardy.

At St. Brigid School, we work in partnership with parents to enable each child to develop as an independent learner. Parents should allow their child(ren) to enter the school building on their own each morning. Various classes invite parent involvement or visitation on particular occasions. Pre-k and Kindergarten can be escorted to the door in the morning and should wait outside at dismissal along with the rest of the school.

The school doors are opened for students at 7:00 AM. Students arriving at that time will go to the Before School Care Room until they are dismissed to their classrooms at 7:40 AM. We celebrate Morning Prayer together in school Monday through Thursday at 8:00 AM. On Fridays we attend mass as a group or by grade level at 8:00 AM and everyone in the community is always welcome.

Excessive tardies will have a direct impact on a student's academic evaluation and promotion to the next grade. Parents are required to sign in their child at the office when arriving after the 8:00 AM start time.

Prayer and afternoon announcements begin at 2:45 PM each day. Dismissal follows immediately. Please check the school calendar and weekly newsletter for early dismissal dates.

Parents are to make arrangements for their child(ren) to arrive at school on time and be picked up at dismissal time. Students not picked up by the end of the dismissal period (approximately 3:00 PM) will be sent immediately to the After School Care Program. Parents are charged the daily per child hourly rate for using this program.

St. Brigid School offers an After School Care Program for an hourly fee and an additional fee is charged for students remaining in the program after 5:30 PM. The service will be suspended for families in arrears, 45 days past billing date.

School Office Hours

The school office is open on all school days from **7:30 AM – 3:00 PM**.

School Visitors

School visitors (volunteers, parents, etc.) must report to the main office. For safety and security reasons, each person is required to sign in at the office when he/she enters the building for any reason and sign out at the time of departure.

Volunteers helping with the Hot Lunch Program can report directly to the kitchen in the Fr. Hayes Center and sign in there.

Attendance

A student's absence from school interferes with his/her academic progress.

Absence

When a student is absent from school, a parent should call the office by 10:00 AM each day of the absence.

A written statement giving reasons for the absence or tardiness **must** be brought to the student's teacher upon the student's return. Should absence for any reason other than illness seem imperative, parents are requested to consult with the Principal and present a written reason for the absence.

The school calendar provides for extended weekends throughout the school year. Parents are encouraged to schedule trips or family outings during these times so as to eliminate the need to interrupt a child's learning process. Missed assignments are the student's responsibility.

Students who are absent due to illness have two days for each day of absence to make up the missed assignments. For example, a student who was absent three days would be given six school days to complete the missed work.

When a student is absent for **three or more days due to illness**, a parent may call the school office before 9:30 AM to arrange for homework assignments. Homework assignments may be picked up at the school office between 3:00 PM – 3:30 PM.

For short absences, students should make arrangement with classmates regarding assignments. Students may also receive missed assignments from their teacher when they return to school.

Teachers are not required to give make-up tests or assignments for absences due to vacations. No assignment will be given in anticipation of the vacation. Arrangements for regular classroom tests missed because of an absence are to be made with the individual teachers. These tests must be taken within one week of the original test date.

Excessive absence (25) days or the equivalent of 25 days including tardies, may be cause for a student to be retained in the current grade for another year.

Absence During the School Day

Students needing medical appointments during school hours require a written note by the parent. Parents are required to sign out their child at the office. If the child returns to school during the same school day, he/she must be signed back into school in the office. Students who are away from school for an appointment for 3 ½ hours or more will be counted as absent for ½ a day.

ACADEMIC INFORMATION

Curriculum

St. Brigid School offers students opportunities for growth in the following major subjects:

Religion

Catholic doctrine and tradition, Bible study, Social Justice, preparation for the reception of the Sacraments of Reconciliation, and Eucharist. Liturgical services are held every Friday for the school and parish community. Students also take part in the Diocesan program entitled; Think First, Stay Safe the Second Step Program and Project Wisdom.

Language Arts

Reading, English, Spelling, Vocabulary, Composition, Creative Writing, Library Skills, and Appreciation of Literature.

Mathematics

Mathematics Skills, Pre-Algebra, and Algebra I. Students in Grade 8 Algebra take the Algebra Competency Placement Test in June.

In order to allow teachers to meet students' individual needs in mathematics instruction, students in Grades 6-8 are placed into math groups.

Grade 6

The 6th grade math teacher will place students into instructional math groups. **Student math averages, ITBS (Iowa Test of Basic Skills) math stanine scores, and teacher recommendation** based on observations of student skills, effort, and ability determine placement. All 6th grade math groups will complete the **same curriculum**. Each group may work at a different pace or be given different homework assignments or enrichment as needed.

Grade 7

At the **end of Grade 6**, students will be placed into instructional math groups according to their **score on a placement test, their final math average, and teacher recommendation** based on observation of student skills, effort, and ability. Based on these criteria, students will be placed in either **7th Grade Pre-Algebra OR Comprehensive 7th Grade Math**.

Grade 8

At the end of Grade 7, students in **7th Grade Pre-Algebra** will be eligible to **take the Algebra placement test** if the following criteria have been met:

- Passing final average in 7th Grade Pre-Algebra
- Teacher recommendation

Upon successful completion of the placement test, students will be placed in **8th Grade Algebra** in their eighth grade year. Students in **Comprehensive 7th Grade Math** will be eligible to **take the Algebra placement test** if the following criteria have been met:

- A final average of 94 or above in Comprehensive 7th Grade Math
- Teacher recommendation

Upon successful completion of the placement test, students may be placed in **8th Grade Algebra**. Extra work may need to be completed by the student over the summer months to ensure readiness for the Algebra curriculum.

Students **not eligible** to take **8th Grade Algebra** according to the criteria outlined above will be placed in **8th Grade Pre-Algebra**.

Physical Education

Physical fitness programs appropriate for each grade.

Spanish and Latin

Vocabulary, common expressions, grammar, conversation, and culture.

Social Studies

History, Geography, Economics, Maine State History, and Current Events.

Science

General Sciences and Laboratory Experiences in grades 3 and up.

Handwriting

Students in Grades 3 through 8 are expected to submit handwritten work in cursive using the Zaner-Bloser handwriting method unless a student's Individual Service Plan indicates otherwise (ISP).

Fine Arts

Music, Visual Arts, Crafts, Musical instruments and Choir

Computer Literacy

Word Processing, Data Base, Spread Sheets, Web Design, and Integration with Curricular Subjects.

Conference schedules are prepared and issued by the school office well in advance of the scheduled date. Parents requiring additional conferences during the school year may make arrangements with the individual teachers or through the office. Progress reports are issued quarterly.

STUDENT RECORDS

Records of students transferring to other schools will be sent through the US Mail. No records will be given to parents to transport to the new school.

Students requesting records/transcripts/recommendations must make a five school-day request to the School Office. All forms should be signed by a parent/legal guardian and submitted to the St. Brigid School Office for distribution. Completed forms will be sent via the U.S. Mail or hand delivered by the administration to Cheverus and Catherine McAuley High Schools. Special handling will require that all postal fees be paid by the parents.

No records will be sent to transferring schools of students whose financial commitment is in arrears.

TESTING

The Iowa Test of Basic Skills is given in Grades 3 through 8 yearly.

PROMOTION POLICY AND RETENTION POLICY

Advancement to the next grade in St. Brigid School is based on a student's daily performance, test results, recommendations of teachers, and the student's ability to complete work successfully on a more advanced level.

Promotion to the next grade depends on successful completion of all subject areas. The Administration may recommend the repetition of a grade, tutoring, or summer school classes as requirement for promotion when, after conferences with teachers and parents, it is believed that such action will better prepare the student academically or emotionally for the next grade. Parents may not agree with the Administration for retention in a grade. In an event agreement cannot be reached students may also be transferred to another grade at another school.

ACADEMIC PROBATION

A student whose academic performance indicates serious deficiencies, a grade below 75 and poor conduct, may be placed on academic probation. Academic probation impacts a student's ability to participate in extra-curricular activities including sports, dances and activity period. Please see the Athletic and Extra-Curricular Activities Handbook for more detail.

HOMEWORK

Formal home-study is assigned to help students become self-reliant and self-directed. Assignments are designed to reinforce daily lessons, to supplement and enrich class work, and to prepare for certain lessons through various experiences.

Since each student has different capabilities and interests, it would be difficult to denote the specific amount of time to be spent on an assignment. If a problem arises, the teacher should be contacted.

Summer Reading and Math assignments are also given prior to the close of the school year.

HOMEWORK POLICY DUE TO ILLNESS

When a student is **absent for three or more days**, a parent may call the school office before 9:30 AM to arrange for homework assignments. Homework assignments may be picked up on the counter in the school office between 3:00 PM – 3:30 PM.

For **short absences**, students should make arrangements with classmates regarding assignments. Students may also, receive missed assignments from their teacher when they return to school.

Students will be allowed two days for each day of absence due to illness. For example, a student who was absent three days should be given six school days to complete the missed work.

LIBRARY

The school has a well-equipped library. Students are encouraged to use the library for curricular enrichment and pleasure reading. The following rules are to be observed:

1. Borrowed books are to be returned on time and in good condition.
2. A fine of \$.25 per day is required for overdue books. Books damaged or lost must be paid for by the student before any other materials may be checked out.

FIELD TRIPS

1. Field trips are designed to correlate with teaching units and to achieve curricular goals.
2. All grades do not always have the same number of field trips.
3. Field trips are permissible for all grades when advanced planning, location, and the experience insure a successful learning opportunity.
4. Individual teachers, in consultation with the Administration, reserve the right to restrict or deny student participation on any field trip due to, but not limited to, poor academic performance and/or poor conduct.
5. A written **official permission slip**, signed and completed by the parent, is required before a child will be permitted to attend a field trip activity. Verbal permission **cannot** be accepted. Permission slips are due in the office forty-eight hours after receipt of the permission slip.
6. A field trip permission slip is printed at the end of this book. This is the only format that may be used to allow a student to leave school during school hours. If your child fails to bring his/her permission slip home, you may tear out and use or copy the form provided. Call the school for information needed to complete the form. **Note:** a fax does not take the place of an original signature.
7. A **telephone call** will **not** be accepted in lieu of the proper field trip permission slip.
8. Parents may refuse to permit their child from participating in a field trip by stating so on the proper form. Students who do not attend a field trip will remain at home with the parent and will be marked absent for the day.

9. Students who are participating in the field trip must ride the bus to and from the field trip with their class. Students not on the bus may not participate in the field trip and will be counted absent for the day.
10. All monies collected for the field trip are **non-refundable**.
11. **Cell phones** are **not allowed** on field trips unless otherwise directed by the teacher and/or administration.

ATHLETICS

The school's athletic committee known in most Catholic Schools as *The Athletic Association* fundraises, plans, implements team, intramural and club sports for students attending St. Brigid School. St. Brigid School Athletic Association is also responsible for teams in the Southern Maine Athletic Conference under the name Southern Maine Catholic. Southern Maine Catholic consists of students from St. Brigid School, Holy Cross and Cathedral.

The Athletic Association is a committee comprised of parents of our school lead by an athletic director, a treasurer, secretary and including representation from the SMC teams. As host school of the Southern Maine Catholic Team in the Southern Maine Middle School Conference, representation of participating schools will include the principals, athletic directors or a designee from the participating schools at monthly or seasonal meetings. The committee plans, coordinates volunteer efforts as well as for the funding and/or fundraisers to support the sports programs. The committee implements all extra-curricular sports activities making possible competitive and intramural sports for all the students of St. Brigid School. As a Catholic School the goal of the Athletic Association is to teach team values, and sportsmanship.

SACRAMENTAL PROGRAM

The sacramental life of the children of the Catholic tradition is an important component of the religion program at St. Brigid School. Preparations for three sacraments, Reconciliation, Confirmation, Eucharist, form the core of our efforts in Grade 2. In accordance with the diocesan guidelines, candidates for First Eucharist will receive the sacrament of Reconciliation prior to First Eucharist.

Parents are required to be active partners in the preparation of their children for these sacraments. The sacraments of Reconciliation and Eucharist are only conferred to students baptized in the Roman Catholic tradition.

LUNCH PROGRAM

St. Brigid School offers a hot lunch program daily. The school participates in the State and Federal Free and Reduced Hot Lunch program. Meals are served in the Father Hayes Center through the services of outside vendors. Students may purchase a lunch in advance through the menus sent home in the Friday Envelope or purchase ala carte items on a daily basis.

Students may choose to bring their lunch each day. For safety reasons and to foster good health students should not bring glass bottles, soft drinks or excessive amounts of candy. Students are expected to use the same manners required in the classroom during lunch. Courtesy toward other students and cooperation with parent volunteers and teacher lunch monitors are in order at all times.

UNIFORM CODE

Below is the uniform code for St. Brigid School. Uniforms are used at St. Brigid and other Catholic schools for a few reasons. First, they help to foster a sense of order in the classroom. Second, they indicate to students that school is an institution that must be respected, and it is proper to dress respectfully at school. Finally, uniforms help to lessen the impact of the economic disparity present in any school. All students are dressed alike and can concentrate on learning, instead of “who is wearing what.” It is with these very Catholic goals in mind that we developed the uniform code. At St. Brigid it will be enforced by classroom teachers and staff and it is expected that all students will comply. Thank you very much for your cooperation in this matter.

Girl’s Uniform

Grades Pre-K-5

Everyday and dress uniform

Plaid jumper

White long or short sleeved, Peter Pan collar shirt (no polos or Oxfords)

Blue, black or white tights, socks or full length (tight fitting at bottom) leggings

Safe, rubber soled shoes or sneakers

Grades 6-8

Everyday and dress uniform

Plaid skirt (kick pleat)—at least finger tip length

White Oxford button down shirt OR

White school polo shirt (must be purchased from JB Edwards and must have school name)

Navy or black tights or white socks

OPTION (on days when dress uniform is not required)

From November 1- March 30:

Navy blue Docker-style pants (no cargos, capris or jeans)

NOTICE: Yellow shirts will be grandfathered in through the transition. When buying new shirts please select white.

Boy’s Uniform

Grades Pre K-5

Everyday and dress uniform

Light blue Oxford button-down shirt, long or short sleeved

Navy blue Docker style pants (no cargos or jeans)

Plaid tie (must be purchased from JB Edwards)

Grades 6-8

Dress uniform (Friday Mass and special events to be announced)

Light blue Oxford button-down style shirt, long or short sleeved.

Navy blue Docker-style pants (no cargos or jeans)

Solid navy tie for grades 6 and 7

Grade 8 may wear any school appropriate tie

Everyday uniform (Same as above dress uniform with the following option)
Light blue school polo shirt (must be purchased from JB Edwards and must have school name)

Option for all boys

From September 1 - September 30 AND from May 1 – June 30:

Navy blue long dress shorts (no elastic waist shorts—gym or otherwise)

Accessories / Outerwear –All students, All grades

Navy blue cardigan, v-neck or crew neck sweater with or without school logo (no hoods) OR navy blue fleece vest or jacket, with or without school logo

NOTICE: Students will not be allowed to wear sweatshirts as outwear at St. Brigid with the exception of the gym uniform on gym days. Please tag your child's apparel on the label in permanent marker for identification.

Gym uniform - All students

Navy or white t-shirt with school name or logo (available from JB Edwards)

Navy shorts (long shorts) with or without school logo

Navy wind or sweat pants

Gray sweatshirt with or without school logo without hood (available from JB Edwards)

NOTICE: Gray hooded sweatshirt will be grandfathered in through the transition. When buying new please purchase gray sweatshirt without hood.

NOTICE: All pants and shorts for gym MAY have two white stripes down each leg, but may NOT have ANY OTHER LOGO OR WRITING ON THEM, except the St. Brigid logo or name. This will be enforced.

Dress Down Day Attire

The H.S.A. and other groups such as Student Council sponsor monthly dress down days. For a dollar students are allowed to wear jeans, sweatshirts and t-shirts without offensive or questionable slogans. Appropriate dress does NOT include tank tops or halters. If dress down day occurs on a mass day, students should dress up for mass.

Please be advised that all items in the uniform code can be purchased through JB Edwards, (800) 654-5148. The following items MUST be purchased through JB Edwards: Polo shirts for girls grades 6-8, t-shirts and sweatshirts for gym. Please note as well that though JC Penney and Land's End have jumpers and skirts with a plaid similar to our St. Brigid plaid, it is not the same. Plaid items from JC Penney and Land's End are not acceptable parts of the uniform. Other items such as shirts, pants, etc. may be purchased from these companies.

As fads are ever-changing the appropriateness of each will be determined by the principal. Good Rule for dress down day and for the uniform code: If you think you shouldn't wear it, you shouldn't. All uniform regulations and guidelines are subject to the discretion of the principal working in conjunction with the uniform committee.

Uniform Enforcement Policy

We are proud of our uniform at St. Brigid. It is the symbol of our school. Uniforms are used at St. Brigid and other Catholic schools for a few reasons. First, they help to foster a sense of order in the classroom. Second, they indicate to students that school is an institution that must be respected, and it is proper to dress respectfully at school. Finally, uniforms help to lessen the impact of the economic disparity present in any school. All students are dressed alike and can concentrate on learning, instead of “who is wearing what.” It is with these very Catholic goals in mind that we developed the uniform code. At St. Brigid it will be enforced by classroom teachers and staff and it is expected that all students will comply. Below is our uniform enforcement policy. Thank you for your cooperation.

Uniform policies

1. All students are expected to be in full and appropriate uniform every day.
2. Students are expected to follow the spirit as well as the letter of the code. In other words, ties must be tied and properly worn, shirts must be tucked in, skirts and jumpers must be of appropriate length.
3. It is the classroom teacher’s responsibility to enforce the uniform policy, and all staff will assist the classroom teachers in this effort.
4. If a student is not in full and proper uniform the following steps will be taken:
 - a. For the first offense, the student will be spoken to, and a form will be sent home to parents, explaining the infraction and include a copy of the uniform code.
 - b. For the second offense, the student will be sent down to the office. Their parent will be called, and the student will remain in the office until the parent brings to school the appropriate uniform.
 - c. Please remember that outerwear is a part of the uniform. Students cannot wear any sweatshirts or sweaters to school or at recess, except the St. Brigid sweatshirt (on gym days only), or the navy sweaters or fleeces that are a part of the uniform. If students do not have the proper outerwear, they will not be allowed to go out to recess.

The purpose of the uniform is, as stated above, to reinforce our Catholic values. The purpose is not to cause undue stress or trouble for families. If there are any unusual circumstances that make complying with the uniform difficult on a certain day, or for a certain period of time, please send in a note with your child. We will of course understand such situations. In addition, we do not want the cost of the uniform to be a burden to any family. We have a large number of extra uniforms downstairs at St. Brigid’s main building. Please help yourself to any item in our extra’s area. If even after looking through the extras, the cost is still a burden, please arrange a meeting with Ms. Lee. We will work with families to the best of our ability.

MEDICATION

If a child must take any medication in school which is prescribed by a doctor, that medication must be sent to the office in the container received from the pharmacy and must have on its label the following information:

- a. Child's name
- b. Name of doctor prescribing the child's medication
- c. Frequency
- d. Dose
- e. Date

All non-prescription medication (cough drops, lip balm, etc.) should be taken to the office with the following information:

- a. Child's name
- b. Frequency
- c. Dose
- d. Date

ASTHMA MEDICATION

Immediate access to reliever inhalers is vital. Children are encouraged to carry their reliever inhaler as soon as the parent, doctor or nurse and class teacher agree they are mature enough. Parents are asked to ensure that the school is provided with a labeled spare reliever inhaler. All inhalers must be labeled with the child's name by the parent.

GIFTS

Students should not exchange individual gifts at school. This gesture only creates hurt feelings among other students. Invitations for slumber parties or birthday parties should be sent to the homes of students via the U.S. Mail unless an invitation is being given to every student in the entire grade.

PARTIES

Students are permitted class parties for: St. Brigid Day, Catholic Schools Week, Christmas, Valentine's Day, 100th day of School and/or Mardi Gras. Room parents may assist the classroom teacher with these parties. Since students bring in or purchase a hot lunch it is desired for parents to choose items for class parties that won't interfere with and take the place of the state hot lunch program.

GENERAL CONDUCT

In accordance with the stated philosophy of the school, which emphasizes deep respect for the human dignity and uniqueness of every individual, each student will be considerate of the rights of others in all interactions. All students are expected to cooperate with the Catholic spirit and policies of the school, which are designed to foster mature development and personal responsibility. This requires courtesy in all personal relationships, promptness in fulfilling obligations, concern for the environment, and many other factors, which the students' sense of appropriateness will indicate to them.

Students at St. Brigid School are expected to behave in a way that helps make their school conducive to learning and a safe, happy environment to grow into the fullness of life. The staff, will model and instill a Christ-like ideal to help students succeed both in and outside of school.

Respect yourself, respect other people and respect other people's property. Remember this code is in effect on and off campus as well as on church property, at all school sponsored activities and functions too.

Examples of unacceptable behavior include, but are not limited to:

- Cheating
- Disregard of safety, physically hurting self or others in any way
- Poor manners: inappropriate words, being rude,
- Harassment: verbally threatening, using unkind words, or acting in a threatening manner
- Defiance of authority: not doing what you are asked to do
- Lying: not telling the truth, omitting truths when asked for information
- Vandalism: defacing or destroying property
- Stealing: taking items, which do not belong to you

Infractions of the rules are handled by the teacher who is present at the time with penalties that may include a conference with the student, a note sent home, a call home, loss of privileges, loss of recess or detention. When infractions are serious or repetitive, a student may be sent to the principal. The principal will investigate the incident, give the student a chance to explain what happened, determine a follow up action, which will include notifying parents. Actions will vary according to the seriousness of the misbehavior. A conference with the teacher and parents/guardians may be warranted to discuss the best methods of working with the child to achieve success.

We, at all times, reserve the right to depart from these guidelines, when it would be in the best interest of the student or other students to do so. In addition, the Principal reserves the right to determine the appropriateness of an action if any doubt arises.

OFF-CAMPUS CONDUCT

The administration of St. Brigid School reserves the right to discipline its students for off-campus behavior that is not in line with behavior expectations of its students during the course of the school day.

SCHOOL SAFETY/HARASSMENT ONLINE

St. Brigid School provides a safe environment for all individuals. Verbal or written threats made against the physical or emotional well-being of any individual are taken very seriously. Students making such threats (**seriously or in jest online**) face detention, suspension, and/or expulsion.

Harassment of any type is not allowed. The Principal investigates all complaints of harassment. Students involved in harassing behavior face detention, suspension, and/or expulsion.

Engagement in online blogs such as, but not limited to, MySpace.com®, Xanga®, Friendster®, etc. may result in disciplinary actions if the content of the student's blog includes defamatory comments regarding the school, the faculty, other students or the parish.

DRUGS AND ALCOHOL

Students who possess drugs and/or alcohol at school or at any school function face suspension and/or expulsion and are subject to the penalties of local authorities.

CHEATING

Cheating of any type will not be tolerated. Students who choose to cheat face a failing grade, detention, suspension, and/or expulsion.

DETENTION

Detention may be issued for a breach of classroom and/or school rules. Parents are provided with a Detention Form with written notification of the detention. The day, date, and time of the detention are at the discretion of the Principal or the teachers who monitors the detention.

Detention takes precedence over practices, lessons, ballgames, etc. On the day a student is serving a detention or a suspension a student is not allowed to participate in extra-curricular activities.

SUSPENSION

Students who are given an in-school suspension will be required to report to school each day and work with a substitute teacher paid for (\$75.00) by the suspended student's parents.

Students who receive an out-of-school suspension will not be allowed on campus during the time of their suspension. Students must complete all class work and tests from the days of suspension but a grade of 70 will be recorded for this work.

EXPULSION

Expulsion is an extremely serious matter. Students may be expelled from St. Brigid School according to diocesan policy. Students who have been expelled will not be allowed to return to the school without prior permission from the Principal.

ELECTRONIC DEVICES/VALUABLES AND CELL PHONES

Valuable items should not be brought to school. The school is not responsible for such items lost. Electronic devices that are distracting to class are also not allowed.

Please Note * The only exception to cell-phones are for after-hours use for students involved in middle school extra-curricular activities. Cell phones are not to be used in school as each classroom is equipped with a telephone for student calls and emergencies. They should be kept in a student backpack or locker during school hours and turned in the off position. Cell phones seen in class will be confiscated by a staff member. Picture taking and recording is also prohibited with a cell phone.

Digital cameras are allowed only for yearbook purposes and technology assignments.

VOLUNTEERS

Volunteers are an important part of our school. All individuals who volunteer in the school must complete the Diocesan Volunteer application form and must complete Diocesan mandated background checks as well as participation in the educational/informational program entitled, "Protecting God's Children."

All volunteers are expected to enter the school building and report to the office to sign in before reporting to their volunteer assignment.

HOME-SCHOOL COMMUNICATION

In order to insure that all communication from school reaches home in a timely manner, St. Brigid School uses a Friday folder system. Official envelopes containing all correspondence are sent home on Fridays and should be returned the following School day. Your child is responsible for emptying the contents of his/her envelope when it is returned to their homeroom. Information may not be sent home if the folder has not been returned.

SCHOOL PROPERTY

The parent of a child who carelessly destroys or damages any furniture, equipment, buildings, or anyone's personal property will be obligated to pay the full amount of repairs and labor or replacement. Textbooks used by the student must have a proper book cover. No writing in textbooks is permitted. The student will pay a fine or replacement for damaged or lost texts before any final reports, transcripts, or diplomas are presented.

LOCKERS

Student may be assigned a locker or cubby in which to store clothing and textbooks. In order to maintain a quiet atmosphere for class, students are allowed to go to their lockers only at specified times. The school reserves the right to inspect lockers at any time. Lockers and desks may not be decorated inside or out.

TRANSFER OF STUDENTS

Notice of withdrawal of a student should be made by the parent in writing to the Principal in advance of the withdrawal date. This enables the school to prepare necessary information and settle accounts. **No student records will be forwarded to another school until Business Office accounts have been settled.** (See previous section on Student Records for transcript information.)

OFFICE RECORDS

Parents/Guardians are requested to notify the School Office in writing of any change of address, home telephone numbers, cell phone numbers, business phone numbers, e-mail addresses and/or phone numbers of emergency contacts. This will guarantee that office records are accurate, complete, and up-to-date.

TELEPHONE

Permission to use the telephone must be obtained from the school's office personnel. Students must submit a note from their teacher. The office phone is a business phone and students are permitted to use it only in case of an emergency. The telephone in a teacher's classroom is for the use of the teacher only. Forgotten homework, athletic equipment, etc. do not constitute emergencies.

Arrangements for after-school visits with friends should be made at home and not via a school phone.

STUDENT DIRECTORY

Within the first month or so of the school year, each family receives a Student Directory listing students' and parents' names, addresses, home telephone numbers, and e-mail addresses.

The Student Directory should be used to acquaint parents with the names of their children(s) classmates and parents. These directories should not be **used** or **sold** for other purposes.

Parents reserve the right to be excluded from the Student Directory.

SERVICE PROJECTS

A stewardship program for students in Kindergarten through Grade 8 is directed by the staff and members of our H.S.A as well as student council. The purpose of a well planned service program is to provide students with the opportunity to make a difference in our church and surrounding communities through various service and support programs. Each grade will participate in both school-wide and individual classroom projects. A parent coordinator or room parent may be assigned to each class and to help the teacher as well as oversee the organization and participation of each project.

EMERGENCY DRILLS

State Law requires that fire drills be held. During the fire drills, teachers and students should follow these regulations:

- Rise in silence when the alarm sounds;
- Close windows and doors;
- Walk to the assigned place briskly, in single file at all times, and in silence;
- Stand in a column of two's, facing away from the building;
- Return to building when signal is given.

CRISIS PLAN

St. Brigid School has implemented a "Diocesan Crisis Plan" in case of a lockdown emergency. In the event of such an emergency or if circumstances permit, (upon direction of local police authorities), the building may be evacuated and students will be moved to one of three secure designated locations.

In the event of a lock-down or evacuation parents will report to a designated command center area to collect their child. A designated staff member will act as a runner to retrieve the child and unite a parent and child in the designated command center.

WEATHER EMERGENCIES

If it should be necessary to close the school or dismiss early because of weather conditions, an announcement will be made over local television stations. If the Portland Public Schools are dismissed or closed due to inclement weather, St. Brigid School is also closed. Please use your own judgment and caution when driving in from outlying areas as different conditions exist outside of Portland.

DRIVE-THROUGH

Morning Drop Off: (Grades 1 through 8)

All Pre-K and K students should be walked to their classrooms.

Pull all the way into the drive through following the car in front of you. Please stay in one single lane.

You should not leave your car.

There will be members of Meet and Greet 6th, 7th, & 8th Grade Volunteers and Parents that will greet you and help your student out of the car, if necessary.

Afternoon Pick UP:

Pull all the way into the drive through following the car in front of you.

Do NOT stop at the gate or at the line where the children are waiting. This causes traffic to back up onto Stevens Avenue.

Do NOT get out of your car. Be prepared to pull forward as cars are exiting the drive through.

Please drive slowly. Some vehicles pull into and out of the line much too quickly.

Please let your child(ren) know if there is a change in your schedule or if you will be in a different vehicle.

Do NOT stop to have a discussion with a teacher. Teachers are responsible for ensuring all students are dismissed safely. It is a serious distraction if you stop for a “quick chat” or progress report.

Maintain two lines of traffic. Do NOT pull around other vehicles unless instructed to do so.

There is absolutely NO PARKING in the drive through area. If you need to park, you have to park in the back lot of the school, on the street or other location.

Instruct your child(ren) to NOT cross between vehicles but to remain on the path of the yellow striped lines.

Do NOT take a Left onto Elmwood Street. Please **exit to the Right**. This avoids traffic tie-ups onto Stevens Avenue.

Exit Right onto Elmwood Street and then Right again onto Forest Ave. This avoids serious back-ups on Elmwood Street.

Be prepared to show proper identification if asked to do so.

Do NOT block any portion of the exit onto Elmwood Street with your vehicle.

If picking up multiple students, be courteous of this fact and try not to be first in line. This holds up the entire drive through. Be prepared to pull into a parking spot in back of the school if asked to do so.

It is very important to follow these procedures. These guidelines have been established for the safety of all of our students. Please respect them. Winter will be here before we know it and snow banks will add another difficulty to afternoon pickup.

If you would like to donate 15 minutes of your time in the afternoon helping to ensure a safe and quick pick-up please contact the office to volunteer. Volunteering one or two afternoons a week will be greatly appreciated.

PARISH PLAYGROUND

The Parish Playground is supervised by staff during school hours. Students participating in the after-school program are supervised by staff when on the playground. Students wishing to use the playground before and after school hours should be under the supervision of and accompanied by their parent.

RIGHT TO AMEND

St. Brigid School reserves the right to amend this Handbook.

Notice of amendments will be sent to parents via the Friday folder.

ST. BRIGID SCHOOL TECHNOLOGY ACCEPTABLE USE POLICY

Our school provides supervised computer and internet access to all students for educational research and enrichment. This access is a necessary and required part of the curriculum at St. Brigid School.

Student adherence to the following policy is necessary for continued access to the school's technological resources:

1. Respect and protect the privacy of others.
 - Do not view, use, or copy passwords, data, or networks to which you are not authorized.
 - Do not distribute private information about others or yourself.
2. Respect and protect the integrity, availability, and security of all electronic resources.
 - Do not destroy or damage data, networks, or other resources that do not belong to you, without clear permission of the owner.
 - Conserve, protect, and share these resources with other students and Internet users.
3. Respect and protect the intellectual property of others.
 - Do not infringe copyrights (no making or downloading illegal copies of music, games, or movies).
 - Do not plagiarize.
4. Respect and practice the principles of community.
 - Communicate only in ways that are kind and respectful.
 - Immediately report threatening or discomfoting materials to a teacher.
 - Do not intentionally access, transmit, copy, or create material that violates the school's code of conduct (such as messages that contain adult content, or are threatening, rude, discriminatory, or meant to harass).
 - Do not intentionally access, transmit, copy, or create material that is illegal (such as obscenity, stolen material, or illegal copies of copyrighted works).
 - Do not use the resources to commit any acts that are criminal or violate the school's code of conduct.
 - Do not send spam, chain letters, or other mass, unsolicited mailings.
 - Do not buy, sell, advertise, or otherwise conduct business, unless approved as a school project.

Online Photos and Work

At times the school may wish to showcase student activities and work by posting photos and schoolwork on school-affiliated websites. This will only be done with explicit, written parental permission for each item to be posted.

Filtering

Our school uses a powerful internet filtering system to prevent students from accessing inappropriate content. This filter blocks adult content, social networking sites, YouTube and other video sources, and websites related to gambling or illegal activities. Specific websites can be blocked or unblocked at the discretion of the teachers. All filters are imperfect, and students are instructed to notify an adult if they encounter inappropriate content.

Devices from Home

At times, students may bring devices from home to be used at school for legitimate educational purposes. These may include laptop computers, iPod Touches, net books, etc. Students are never *required* to bring such items, and the school is not responsible for any loss, damage or theft. Students are advised to leave valuable electronic devices at home unless absolutely necessary. For devices on which internet access is possible, such access will be granted by the school administration, as needed, depending upon the student's age and the purpose of the access. Students using such devices will be supervised. Note that the school's internet filtering cannot be used on any device brought from home.

Consequences for Violation

Violations of these rules may result in disciplinary action. This can include the loss of a student's privileges to use the school's information technology resources, or other disciplinary measures as deemed appropriate for the child's age and offense.

Supervision and Monitoring

School and network administrators and their authorized employees monitor the use of information technology resources to help ensure that uses are secure and in conformity with this policy. Administrators reserve the right to examine, use, and disclose any data found on the school's information networks in order to further the health, safety, discipline, or security of any student or other person, or to protect property. They may also use this information in disciplinary actions, and will furnish evidence of crime to law enforcement.

I ACKNOWLEDGE AND UNDERSTAND MY OBLIGATIONS:

Student, Grade, Date

Parent/Guardian, Date

Parents, please discuss these rules with your student to ensure he or she understands them.

St. Brigid School

695 Stevens Avenue
Portland, ME 04103
(207) 797-7073

TO: Parents and Guardians of pupils of St. Brigid School
FROM: Mr. Buckley, Principal and Mrs. Caiola, Phys Ed Teacher
RE: Phys Ed Program for Students in Pre-K through Grade 8

All grades have one gym period this year. There are also open gym periods for grades to alternate for an extra class, to be determined weekly by the teacher. Students will also participate in recess two to three times per day and play on the playground. On occasion students will also walk escorted with their teacher to utilize the University of New England fields and their gym, the cemetery, Burbank Library and McAuley High School.

Until the gym uniform arrives, students should wear plain white or navy t-shirts and navy blue shorts / sweatpants. **NO LOGOS.** Plain white athletic socks should be worn with white bottom sneakers. **NOTE:** Street shoes are *not* allowed on the gym floor. The students need to bring their sneakers and change into them at the gym.

PARTICIPATION:

If your child is in school, he/she is expected to participate in the physical education class of the day. However, if your child has been ill, has a cold or injury, or a need which warrants modification of his/her program for the day; or, if he/she needs to be excused from a given day's class, a written note from the parent(s) must be presented to the classroom teacher who will in turn present it to Mrs. Caiola and then file it in the school office.

Activities on each day of "gym", for each grade level, include both quiet, and more strenuous skills, games, etc. Therefore, it is imperative that your note specify your intent of a modified phys ed class for the given day, or an excused absence from the class. Please recall that phys ed is a required program of education, mandated by State law.

****SPECIAL NEEDS**:** If your son/daughter has any "special needs" such as vision or hearing limitation, asthma, heart murmur, coordination delay, etc. please send a note of explanation (and if available, a list of recommendations from his/her doctor), so that Mrs. Caiola can better understand and help your son/daughter when she has him/her in class. Please attach a "health note" if appropriate. Thank you.

ONE FORM MUST BE COMPLETED BY EACH CHILD

_____ in grade _____ has my/our permission to participate in the PHYSICAL EDUCATION PROGRAM of St. Brigid School. I/We understand that this program usually takes place in the Father Hayes Center (Gym) under the direction of Mrs. Caiola, Physical Education Teacher. Occasionally, classes are conducted outside when weather and activity selected warrant that environment.

Signature of parent/guardian

date

St. Brigid School

695 Stevens Avenue
Portland, ME 04103
(207) 797-7073

RELEASE FORM

I hereby give St. Brigid School the right and permission to...

- | | <u>Yes</u> | <u>No</u> |
|---|--------------------------|--------------------------|
| 1. post photographs or videos of my child on the school's website. | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. use photographs or video for classroom or school projects and events. | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. use photographs or video in media including illustrations, promotions, advertising, and public relations in regard to <i>St. Brigid School</i> . | <input type="checkbox"/> | <input type="checkbox"/> |

	<u>Yes</u>	<u>No</u>
I hereby give my <u>child</u> the right and permission to <u>use</u> the internet under teacher supervision while at school.	<input type="checkbox"/>	<input type="checkbox"/>

I have read the above, and I understand that this release will be in effect as long as my child attends St. Brigid School or until I re-submit an amended version of this form.

Child's Name

Grade

Parent Signature

Date

Signature Page

I have read the St. Brigid School Student handbook and agree to follow the school policies and procedures as stated.

Parent signature

Date

Parent signature

Date

Student signature

Date