HOLY ROSARY

CATHOLIC SCHOOL

STUDENT AND PARENT HANDBOOK

2026-2027

Catholic Schools: Educating our youth in truth for the honor and glory of God and the salvation of souls

INTRODUCTION

FOREWORD

This Student and Parent Handbook is provided to inform you of rules, policies, procedures, guidelines and other information you may need or for which you are responsible during the school year. Answers to many frequently asked questions may be found herein and we encourage you not only to carefully review the handbook but to keep it readily available for reference throughout the year. If you have questions or concerns that are not addressed in the handbook, you are encouraged to contact the teachers or administrators in your school.

The administration reserves the right to modify its rules, policies, procedures or guidelines as published in this Handbook. Modifications made during the school year will be publicized through our website, holyrosarymemphis.org, and our Wednesday newsletter.

MISSION STATEMENT

The Catholic Diocese of Memphis, Tennessee, System of Catholic Schools is committed to quality education in the spirit of Christ in accordance with the teachings of the Roman Catholic Church.

Holy Rosary Parish School provides children with the knowledge to develop their spiritual and academic life with the Catholic Church as their guide. Hand in hand with Jesus, we serve, we learn, we respect, we teach, and we grow.

- We believe that God creates each person in His image.
- We respect the students' individual differences.
- We provide a caring place for each student to develop his or her talents and skills.
- We promote responsibility to self, family, church, and community.
- We teach students to treat each other as Jesus did and to show that love for others.
- We believe in helping students become lifelong learners through challenging lessons.
- We believe in teaching the whole child: body, mind, and soul.

Working in partnership with parents and families, we are dedicated to providing a safe and nurturing environment while preparing our students for the future through spiritual, intellectual, physical and emotional formation.

EDUCATIONAL PHILOSOPHY AND GOALS

Holy Rosary recognizes that the family is the primary agent of the religious and moral education of the child. The school informs parents of school objectives, projects and activities, and enlists parental interest and participation in all possible ways.

Holy Rosary teaches Christian values consistent with the Gospel to encourage students to apply these values to daily life. Through the cooperative efforts of teachers and parents, the school seeks to provide experiences for each child to develop initiative, self-reliance and self-realization. In this effort we hope to develop strong Christians who will become the leaders of tomorrow. The school creates a Community of Faith through meaningful liturgical services, prayer experiences, Bible study, school assemblies and

parish and community service activities. The religious education program strives to reflect the teachings of the Roman Catholic Church.

Although membership in the Catholic Church is neither required nor promoted to students of other faiths, there may be a student who expresses a desire to become a member of the Catholic Church. If this is the case, the school staff and Parish Pastoral Team will work with the student and his/her family to ensure that it is the sincere desire of the individual and that his/her family supports the student's decision and will assist the student to fully participate in parish life, especially Sunday worship.

Any child who has reached "catechetical age" (is registered for first grade) and wishes to be received into the Catholic Church must fulfill the following requirements:

1. The student will actively participate in his/her religion class.

2. The student will follow the Order of Christian Initiation of Adults (OCIA) adapted for children.

3. The student will be received into the Church through Baptism or Profession of Faith at the Easter Vigil celebration during which time he/she will also be Confirmed and receive the Eucharist for the first time.

A second grade student may then also participate in his/her class' First Communion celebration on the designated day. The celebration of Confirmation is reserved for those who have not been confirmed, but a previously confirmed eighth grade student may assist at the Confirmation Liturgy of his/her classmates.

These norms are in keeping with the expectations of the universal Roman Catholic Church regarding reception into membership of those of catechetical age and may be altered only in the event of medical emergency.

ENCULTURATION OF CATHOLIC IDENTITY: Because Faith and Service is Our Cornerstone

- Religion is a core subject for every student in our Catholic schools.
- Community service hour requirements for students in grades 6, 7, and 8.
- More than 200 local, national and international organizations and groups are served by our Catholic school students through service outreach.
- Potential vocation-discerner administered in grade 7 - Vocation Awareness Activities.
- School and class retreats, liturgies, para-liturgical services and other occasions for spiritual growth.
- Study of Church History and of Catholicism.
- Service to others is our cornerstone.
- Common Diocesan prayer before all athletic competition.
- Observance of Holy Days.

CURRICULAR/CO-CURRICULAR: Because Knowledge is the Key to Their Future

1. A priority of our Catholic system is education in the Catholic faith and the faith development of our students.

2. Worship, the sacraments and prayer are essential components of the Catholic schools to ensure Catholic identity.

3. Students need to develop a deep understanding of essential knowledge and skills, but also need to develop the capacity to apply their learning and to reason, solve problems and produce quality work.

4. Each student is a valued individual with unique spiritual, physical, social, emotional and intellectual needs.

5. A safe, supportive and nurturing learning environment promotes student achievement.

6. Achievement of high academic standards is expected of all students.

7. Commitment of all personnel (administrators, teachers, and support staff) providing and holding students to high quality standards, expectations and performances contribute to the success of the Catholic Schools.

8. Effective collaboration and communication with families as partners in the education of their children is essential to the success of our school system.

9. Catholic schools recognize parents and families as the primary educators of their children.

10. The development of curriculum, design of instructional activities and the use of assessment measures are focused on learning opportunities and feedback to assist student achievement.

ENVIRONMENT

• NWEA MAPS/Iowa/CogAT administered at the elementary level. Pre ACT for 8th grade students, PSAT, SAT, ACT at high school level - National Merit Scholars - Advanced Placement Courses.
• Schools offer a variety of academic experiences: College preparatory, traditional programs, multi-level flexible programs to accommodate learning differences and abilities, Special Education, Technology programs.
• Schools offer diversified programs of extracurricular and co-curricular clubs and organizations in academics, the Arts, Athletics, Spiritual Life and Community Service.

ACCREDITATION

All schools affiliated with the Catholic Diocese of Memphis are accredited by Lumen. The Catholic Schools Office is responsible for ensuring that all schools adhere to the standards and follow the process for accreditation as set forth by the Catholic Schools Office.

TECHNOLOGY: Because Learning Takes Place in a Global Society

• The Administration and Faculty at each school site develop a plan within the overall framework and needs at their school.
• Training and professional development of all school personnel in the use of technology and the implementation of Technology into the curriculum are vital parts of the plans.
• Grants, donations, fundraisers and optional means have afforded each school the implementation of all four phases of the technology plan which includes wiring, hardware, software, and training.
• All schools meet Diocesan technology standards/policies and are in a continual process of enhancement.

WELCOME

Dear Holy Rosary Parents,

On behalf of the administration, faculty and staff, I welcome you to a new school year. During this school year it is our goal to provide all students with an education that will prepare them to be successful in life; their life next year, five years from now and on into the distant future. We are proud of all of our graduates and what they have accomplished in their lives. This type of success can only be achieved through hard work, cooperation and dedication.

The students need to adopt an attitude of achievement, which can only take place through hard work. Knowledge is not obtained by taking the easy route. Our students must strive to do what it takes to gain that knowledge. Sometimes it means a couple hours studying that math concept they just don't get, other times it means writing until your fingers hurt. I don't mean that we will give them so much work they will be staying up all night to finish, but sometimes, to succeed, we have to put in a little extra effort so we can master that difficult concept. We ask our students to push themselves further than they thought they could go.

From the parents we need cooperation. Holy Rosary parents have a great history of cooperation. This school would not be the institution it is without the help they have provided over the years. We ask that you continue that tradition of cooperation so we can make Holy Rosary even better and so we can continue to produce the type of students who thrive in high school and beyond. Parents play a vital role in the education of their children and we want to coordinate our efforts with you so we work for the same goal. For our veteran parents we ask that you reach out to our new parents/families and show them what it means to be a member of Holy Rosary. Take pride in what you have helped to build. We ask our parents for continued support of our students, administration, faculty and staff.

Our faculty and staff have to show an undying dedication. In today's society schools are asked to do much more than teach. At times we find ourselves caring for our students in regards to their health, their nurturing, their social life and the list goes on, all the while providing a learning environment in the classroom in order for all students to succeed. Dedication is one quality any teacher at a Catholic school must have to accomplish all that is asked of them. We ask our faculty and staff to dedicate themselves to Holy Rosary and their students.

Through all the activities, classes and events that go on during the school year we must always remember the reason this school exists, Jesus Christ. He is the model for all of us, so we will continuously put Christ at the center of those activities, classes and events. Thank you for joining us for this journey through the school year 2026-27.

Sincerely,

Darren Mullis

GENERAL INFORMATION

SCHOOL CALENDAR 2026-2027

August 6, 2026:	First Day of School (noon dismissal)
September 7, 2026:	Labor Day
October 2, 2026:	Field Day (noon dismissal)
October 5-9, 2026:	Fall Break
October 30, 2026:	Parent/Teacher Conferences (School Closed)
Nov 25-27, 2026:	Thanksgiving Break
December 18, 2026:	Last day of School before Christmas Holiday (noon dismissal)
Dec 21-Jan 4, 2027:	Christmas Holiday
January 18, 2027:	Dr. Martin Luther King Day
February 5, 2027:	Grandparents Day (noon dismissal)
February 12, 2027:	Teacher Professional Day (Schools Closed)
February 15, 2027:	President's Day
March 8-12, 2027:	Spring Break
March 25-29, 2027:	Easter Holiday
May 28, 2027:	Last Day of School (noon dismissal)

SCHOOL SCHEDULE

The length of the school day shall meet accreditation requirements and be determined at the school level to permit religious instruction, which is required daily for all students. The school schedule shall also provide for daily prayer and regular celebration of the Eucharistic Liturgy.

1 - REGULAR SCHEDULE

Arrival

Drop-off in carline – preschool and kindergarten on Park Ave 7:40 AM

Grades 1-8 in back	7:00 – 7:40 AM

Dismissal

2, 3 and 4 Year Old Preschool	2:30 PM
Kindergarten - 8th Grade	3:00 PM

2 - EVERY TUESDAY SCHEDULE

Arrival - same

Dismissal

2, 3 and 4 Year Old Preschool	2:00 PM
Kindergarten - 8th Grade	2:30 PM

3 - HALF DAYS- NO AFTER SCHOOL CARE

Arrival - same

Dismissal

2, 3 and 4 Year Old Preschool	11:30 AM
Kindergarten - 8th Grade	12:00 PM

NOTICE: The school is not open to receive students before 7:00 am. Preschool should not arrive before 7:40 AM.

ARRIVAL AND DISMISSAL POLICY

All parents and students are expected to follow the directions specified in the handbook. These directions are for the safety of everyone.

1. All parents must have their name clearly displayed in the front right windshield of their vehicle.
2. In the morning, students in 2K, 3K, 4K and Kindergarten are to be dropped off on Park Ave not before 7:40 AM. Any carpoolers or siblings may also be dropped off on Park Ave.
3. To drop off your 1st-8th grade child, proceed in the car line and drive to the farthest exit to keep traffic flowing. This allows more than one car to unload at a time.
4. In the afternoon, ALL students must be picked up in the parking lot. All drivers should follow the car line along the curb on Park Avenue turning into the right lane into the parking lot. Please be courteous. Preschool pickup uses the left lane to go straight down to Spaulding Green (grassy area) while K-8 students are loaded at the pickup spots along the black fence by the school.
5. Students may not be picked up on Ivy. Walking students must have a parent note on file.
6. Parents may walk up to the blue awning and request their child to be called.
7. Please remember to allow extra travel time during inclement weather.

CONTACT INFORMATION

School Office – 901-685-1231
Principal - Darren Mullis – darren.mullis@holyrosarymemphis.org.
Assistant Principal – Anne Gardino – anne.gardino@holyrosarymemphis.org.

SUPERVISION OF STUDENTS

Students shall be supervised during the entire time they are on the school premises during the school day and for school activities.

CHILD ABUSE AND NEGLECT

As required by state law, schools officials, personnel, employees or board members who have knowledge or reasonable suspicion of child sexual abuse, child abuse or child neglect will report such knowledge or suspicion to the Department of Children's Services and/or to appropriate law enforcement officials. Such reports involving child sexual abuse that is known or suspected to have occurred on school grounds or while the child was under the supervision or care of the school, will also be reported to the parent(s) or guardian(s) of the student.

The principal shall immediately inform the President of the Catholic Schools and Director of Human Resources who shall initiate the investigation procedure established by the Diocese. Visits from the Department of Human Services are to be expected. Full cooperation should be afforded to the Department representative after proper credentials are presented.

Students are encouraged to discuss with their school counselors any knowledge or suspicion of such abuse or neglect.

DRIVING/PARKING ON SCHOOL PROPERTY

Drivers will not exceed **15 MPH**, drive recklessly on school property or use cell phones or other electronic devices while driving. Parking is permitted only in designated parking areas.

USE/PROTECTION OF SCHOOL FACILITIES/PROPERTY

Students are expected to care for and protect all school property and to compensate the school for damages resulting from the loss, destruction or defacement, whether willful or accidental, of school property. Willful destruction or defacement of school property will also subject a student to appropriate disciplinary procedures.

Scheduling for the use of any school facility must be requested and coordinated with the school principal. School facilities shall not be used by individuals or groups holding views contrary to the teachings of the Catholic Church.

COMPLAINT/GRIEVANCE PROCEDURE

The Diocese desires that problems be solved at the most direct level whenever possible. Parents or students should first attempt to resolve conflicts, concerns or complaints regarding classroom issues or

other students with the teacher or other staff person involved. If the issue is not resolved, the parent or student should attempt to resolve the issue with the principal or assistant principal.

If the issue remains unresolved, the parent or student may file a complaint with the pastor for parish schools or the President of the Catholic Schools.

ACCEPTABLE USE OF TECHNOLOGY RESOURCES

Students and their parents must annually agree to the school's acceptable use policy prior to the student using school technology resources.

CELL PHONES/ELECTRONIC DEVICES

Student possession of electronic devices, video games, Apple watches, cameras or other personal electronic devices on school property or at school related functions is prohibited. Some schools may allow cell phones to be carried by students but must be turned off and stored in purses, backpacks or other containers during school hours. Violation of the policy will result in confiscation of the electronic device, which will be returned only to a parent or guardian. Multiple offenses will result in confiscation of the device until the end of the school year.

Students are prohibited from photographing or video-recording students or school personnel without their specific permission. Violation of this policy may result in suspension or expulsion at the discretion of the principal.

SMOKE-FREE ENVIRONMENT

Smoking and the use of tobacco products in school facilities or on school grounds, including inside vehicles on school property is prohibited. Catholic Schools and their campuses are non-smoking areas.

During athletic events, smoking is not permitted in the seating areas or the areas around the playing fields.

LOCKS AND LOCKERS

Like other school property, students are expected to care for and protect lockers and to compensate the school for damages resulting from their destruction or defacement, whether willful or accidental. Willful destruction or defacement of lockers will also subject a student to appropriate disciplinary procedures.

All students will secure their lockers with combination locks given to them by the school. All combinations will be on file with the school. School officials may inspect lockers at any time.

The school is not responsible for lost or missing personal items whether stored in the locker or elsewhere.

SEARCHES AND INSPECTIONS

Students should have no expectation of privacy on any school property, including but not limited to lockers and desks, or in electronic devices or backpacks, or other containers brought onto school property or to school events.

Lockers and desks, provided for student use, are the property of the school and are subject to search or inspection at any time. School administrators or their designees may search students' personal possessions, including but not limited to, backpacks, sports bags, purses, and electronic devices if needed to investigate a potential violation of law or of Diocesan or school policy or rule.

A student may be subjected to physical search when necessary to preserve the order, discipline, safety, supervision or education of students. Such searches shall be conducted in private by a school administrator or administrator's designee who is of the same gender and with an adult witness present unless an emergency circumstance prevents compliance with this requirement. If illegal or contraband materials are found, they will be turned over to appropriate legal authorities.

SCHOOL MEALS

Because children learn best when well nourished, all students are required to eat lunch. Students may bring lunch from home or buy a hot meal from the cafeteria. No soft drinks are allowed in a sack lunch. No delivery of lunches are allowed. Door Dash, Uber Eats, etc. are not allowed for children. Parents may bring lunch but it must be either before the lunch period starts or at the exact time.

Holy Rosary students are expected to use proper table manners and refrain from boisterous behavior during lunch. Each homeroom is responsible for cleaning the area around their table.

The cafeteria's automated lunch payment system has been set up for family accounts. All children in a family charge lunch items to the same account. At the beginning of the school year we are asking all families to deposit a minimum of $50.00 into their account. Notices will be sent through Renweb by email when your account becomes low. In the event that your account has a negative balance, your child will be allowed to buy lunch or milk but not extra items just for that day. The negative balance should be taken care of by the next day. If you have a negative of more than $30.00 your child will be given an alternative lunch. End of the year report cards will be held until all money due the cafeteria is paid.

TELEPHONE USE

School telephones are readily available for student use with teacher or school personnel permission. Students are not allowed to use school telephones without permission. School personnel will assist students in an emergency. Cell phones are not permitted on campus during school hours. Any cell phone used during school hours will be confiscated and must be picked up in the principal's office by a parent.

TEXTBOOKS

Hardbound textbooks and other instructional materials are rented to students. Rental cost is included in the book fees. Students are solely responsible for the care and appearance of textbooks. Books must be covered at all times. Book covers that become worn or torn must be replaced immediately.

Students are charged for damaged books and materials. The charge for a missing or destroyed textbook is the retail replacement cost. When a textbook is lost, the student has five days to pay for the book and receive a replacement. During this five day period, the student may make a copy of his/her homework

assignments. Each textbook must be turned in at the end of the school year. If a book is lost or damaged, the student is responsible for the replacement cost of a new book.

With a deposit, recommendation from the teacher or administration, and a diagnosed learning disability, an extra book or set of books may be claimed by a parent for use at home if extra books are available. These books will be checked out through the school office and returned to the office at the end of the school year.

CLASS PARTIES

Class parties are planned for the following: Feast of the Holy Rosary, Halloween, Valentine's Day, Christmas and end of the year. No birthday parties are allowed for any grade; however, birthday treats may be given for grades 2K-5 only during lunch or snack. Party invitations may be passed out at school only if they are given to the entire class or to all boys or all girls, otherwise they must be mailed. 6-8 grade student birthdays are recognized monthly during lunch with a school provided treat for all.

FOOD ALLERGIES

Students with food allergies will be accommodated to the extent practical for the school. The parent or guardian should notify the school in writing with a plan of action for the student's condition depending on its severity.

LOST AND FOUND

Students or others who find clothing, jewelry, books, money or other articles should turn those in to the school office. Lost items will be returned if ownership is identifiable. If ownership is not identifiable, items will be kept and may be reclaimed by owners who accurately describe them. Items not reclaimed in a timely manner will be discarded or charitably donated. All student property should be labeled for easy identification.

GENDER POLICY Holy Rosary School follows the Diocese of Memphis policy on gender.

PARENTS

SERVICE OPPORTUNITIES

Parents are considered partners of the school in the education of their children. In addition to encouraging their children in good study habits and proper sleep, nutrition and exercise, parents are encouraged to volunteer their time in any of the following ways:

- Serving as classroom room parents
- Assisting with special events
- Fund-raising

CHANGE OF ADDRESS OR OTHER CONTACT INFORMATION – IMPORTANT!

A change of address, phone number, e-mail address or other vital contact information should be made through the parent's RenWeb portal. Contact information must be current and correct to insure appropriate communication between the school and parent or guardian in both emergency and non-emergency circumstances.

PARENT/TEACHER CONSULTATIONS

Teachers and parents or guardians are encouraged to communicate throughout the school year by phone, written notes or letters, e-mails, text messages, on-site meetings or newsletters. Social media should not be used for such exchanges between teachers or other school officials and parents. Parents who desire to meet with teachers or other school personnel should schedule the meeting in advance.

Important information may be also viewed on the school web site, holyrosarymemphis.org.

PARENT INVOLVEMENT

The first and primary educators of children are their parents. Parents should support the educational aims of the school and participate in school meetings and programs that are designed to establish a partnership with parents.

The Parents Organization is open to all men and women of students and they meet once a month. Men's Club is open to all men of the parish and they meet on the third Thursday of every month.

ENROLLMENT

APPLICATION

To be considered for enrollment, applicants must submit an online application which can be accessed through the school website. The following should also be submitted either online or in the school office:

- Birth certificate
- Baptism certificate if Catholic
- Proof of up-to-date immunizations – MANDATORY AND CHECKED FOR PRESCHOOL.
- Copy of current report card
- Copy of most recent standardized test scores

AGES OF ATTENDANCE

1. A child entering PreK 2 in the Catholic schools shall be no less than two years of age by August 15th in accordance with state laws. A child entering PreK 3 in the Catholic schools shall be no less than three years of age by August 15th in accordance with state laws. A child entering PreK 4 in the Catholic schools shall be no less than four years of age by August 15th in accordance with state laws. A child entering

Kindergarten in the Catholic schools shall be no less than five years of age by August 15th in accordance with state laws. No child shall be eligible to enter first grade without having attended an approved kindergarten program.

2. A child entering first grade in the Catholic schools shall be no less than 6 years of age on or before August 15. Any transfer pupil, legally enrolled as a first grade pupil in another state, who will be six years of age no later than December 31 of the current school year, applying for admission, shall be enrolled in the Catholic school.

ADMISSIONS AND PLACEMENT

Catholic schools do not discriminate by race, gender, color, national or ethnic origin, disability or religious persuasion in admitting students, although Catholic students are given an admission priority. Religious instruction and participation of all students in religious activities are required for all students enrolled in Catholic schools.

Any student attending a Catholic school within the Diocese of Memphis must live with parents or legal guardians, or those persons, who have, in writing, been delegated to act as parents or legal guardians in unusual circumstances.

The principal of a Catholic school in consultation with the President of the Catholic Schools shall have the authority to ask a student to withdraw from school if he/she is residing in a home where natural/foster parents, legal guardians, or those, who have, in writing, been delegated to act as parents or legal guardians in unusual circumstances, do not also reside.

Priority of Acceptance

Applications for admissions of prospective Holy Rosary students will be considered in the following order of priority:

1. Preference in admission is given to Catholic students belonging to Holy Rosary Parish and siblings of current students.
2. Children of Catholic families outside of Holy Rosary Parish.
3. Children of other faiths.

* Once the school year has begun only students transferring from out of town will be considered for admission unless prior approval from the principal has been obtained.

* Holy Rosary does not accept new 8th grade students unless they are moving from out of town unless prior approval from the principal has been obtained.

Admission Procedure for New Students

1. Check on the online application and set up a tour - dispense information
2. Pay the application fee of $50.00.
3. Collect student data (test scores, report cards, evaluations, etc.)
4. Parents will meet with the Principal or Assistant Principal.

5. Middle school students must be interviewed by administration
6. Assessment for all new students 4K-8

Registration

All current students are re-enrolled automatically. The registration fee is $125.00 for returning students in PreK-2 through eighth grade. Returning Learning Center students do not pay a registration fee, rather they pay a deposit on the next year's tuition, $950.00.

The enrollment fee for new students is $200.00 per child. The enrollment fee is in addition to regular tuition and is non-refundable.

Student Placement

The Administration asks that parents not request particular teachers or classmates for the coming year. The administration believes that the school is in the best position to determine the teacher and class composition that will best serve each individual student and each collective class. A significant amount of evaluation, conferring, and study is done prior to each student's placement. In addition, composing class enrollments and matching students with particular teachers involves a great many variables that are best coordinated by the administration and faculty of the school. Information that is confidential often is involved in the class placement process. Therefore, the administration does not guarantee specific class placement, nor can the administration guarantee complete satisfaction regarding class composition. The administration appreciates your understanding and trust in this matter.

TUITION AND FEES/FINANCIAL ASSISTANCE

Current tuition and fees are available on the school website, holyrosarymemphis.org.
Financial assistance is available for qualifying families. Information and application forms may be obtained in the school office. Other assistance opportunities are also listed on the tuition page of the website.

HEALTH EXAMINATIONS AND IMMUNIZATIONS

Holy Rosary Parish School requires that proof of a health examination and proof of immunizations of students prior to enrollment be submitted.

Required immunizations for every student in Preschool 3 and 4 are:

1. 3 doses of DPT vaccine or TD2.
2. 3 doses of Polio vaccine
3. 3 doses of Influenza
4. 1 dose of Pneumococcal conjugate vaccine
5. 1 dose of MMR
6. 1 dose of Varicella (chicken pox)
7. 1 dose of Hepatitis A

Required immunizations for every student in Kindergarten through grade 12 are:

1. 4 doses of DPT vaccine or TD9.
2. 4 doses of polio vaccine, final dose must be administered after the fourth birthday.
3. 2 MMR's
4. 3 doses of Hepatitis B
5. 2 doses of Varicella (chicken pox) or history of the disease
6. 2 doses of Hepatitis A
7. 3 doses of Influenza
8. 1 dose of Pneumococcal conjugate vaccine

The necessary proof of health examination and immunization form is available from the student's personal physician. No student will be allowed to attend classes after September 30th, until such time as his/her updated health form has been turned in to the school office.

Parents are to notify the school office immediately if a child contracts a communicable disease.

TRANSFER

Any student transferring from another Catholic school must be clear of all financial obligations and in good standing at the previous school.

The following materials will be requested directly from a prior school when a pupil applies for transfer into the school:

- Permanent Record Card
- Health Record
- Achievement Test Scores
- Baptismal Record (Catholic)
- Student withdrawal form
- Last report card

Transfer records will not be accepted from the parent or pupil.

WITHDRAWAL

Transfer records requested by another school will not be released for students who have financial obligations to the school. Health records must be released to parents if requested. All other records will remain with the school or will be transferred directly to the school in which the student enrolls.

STUDENT WITHDRAWAL ON GROUNDS OF PARENT/GUARDIAN BEHAVIOR

Normally a child is not to be deprived of a Catholic education or otherwise penalized for actions of parents. However, in the instance where parents/guardians detrimentally impact the school's ability to

effectively serve its students, the parents/guardians may be requested to remove their child from the school for ANY of the following reasons:

- Refusal to cooperate with school personnel; or
- Refusal to adhere to Diocesan or local policies and regulations; or
- Interference in matters of school administration or discipline.
- Misconduct at any school function including sporting events.

In all cases, reasonable effort to elicit the minimum requisite parental/guardian cooperation shall be made and documented. The principal must verify that parents/guardians were informed to terminate the inappropriate behavior and to cooperate with the school and the consequence for failure to do so. If such effort does not correct the situation, then after consultation with the President of the Catholic Schools, the principal may require the parents/guardians to withdraw the child. Documentation signed by the principal and parents/guardians as well as any other information or evidence of consultation with the parents/guardians on the matter must be retained on file.

TEXTBOOKS AND SUPPLIES

Textbooks, either print or electronic, will be issued to or purchased by all enrolled students. Students will reimburse the school for loss of or damage to textbooks or electronic equipment. Parents are responsible for all other school supplies. A list of required supplies will be issued by the school.

ATTENDANCE

Philosophy of Attendance

At Holy Rosary Catholic School, attendance is essential to academic success, community responsibility, and personal formation. As a Catholic school, we believe that each student is called to stewardship of their time, gifts, and responsibilities. Regular attendance reflects commitment to learning, respect for others, and accountability within our school community.

ABSENCES/TRUANCY

Students are expected to be present for the entire time schools are in session according to the school year. **School begins at 8:00 am for all grades**. Attendance will be checked and recorded daily for all students by 8:10 am. Whenever a student must be absent from school, a parent or guardian must contact the front office and the homeroom teacher by 9:00 am to report the reason for the absence. Written excuses shall be required and filed for all absences.

Students with excessive absenteeism will be considered to be truant. Attendance is an academic expectation, not a suggestion.

EXCUSED ABSENCE

A student may receive an excused absence for these reasons:

1. Personal illness - A student who has been absent for three (3) days must present the school with a certificate from a health care professional.
2. Medical appointments - Only medical appointments of an emergency nature will be allowed as excused absences. Doctors note required.
3. Death in the family/Funeral
4. A required court appearance of the student
5. Religious observances
6. Exceptional cases - An excused absence may be given for unusual or exceptional occasions upon receipt of a letter and after consultation with and approval in writing by the principal

An excused absence entitles the student to make up all work and tests within the same number of days absent (2 days absent - 2 days makeup time), with no points deducted from the nine week grade. When the absences exceed five consecutive school days, the parent and teacher should agree to a deadline for the submission of the work.

Documentation Requirements:

- After 3 consecutive days, a doctor's note is required
- Repeated absences may require medical documentation at the school's discretion

UNEXCUSED ABSENCE

A student will receive an unexcused absence for these reasons:

1. No parent/guardian contact is made
2. No valid reason is provided
3. Required documentation is not submitted
4. Absence does not meet excused criteria

A student who is absent, for reasons other than stated above, is considered truant, in accordance with Tennessee state compulsory attendance law. This is a major disciplinary offense. The student will not be allowed to make up missed class work or tests. The school is under no obligation to provide make-up work or special testing arrangements for unexcused absences due to reasons such as vacation.

School officials will contact the CSO as soon as a child has missed ten (10) non-excused days whether consecutive or non-consecutive. The school will submit to the President of the Catholic Schools a written report including the child and parent names, address with zip code and phone number; child's

date of birth; school's name, address with zip code and phone number; name and official title of person making the report and notation of how many days are missed with individual dates.

Truancy (Tennessee Law Compliance)

Per Tennessee law:

- 3 Unexcused Absences
    - Official warning letter
- 5 Unexcused Absences
    - Truancy notification (state-aligned)
- 6 Unexcused Absences
    - Principal intervention begins
- 9 Unexcused Absences
    - Mandatory parent/student meeting + attendance contract
- 10+ Unexcused Absences
    - Referral to appropriate authorities

Excused Absence Monitoring (School Expectations)

- 7 absences (excused or unexcused)
    - Parent notification
- 10 absences
    - Administrative review
- 13 absences
    - Intervention plan required

LATE ARRIVAL/EARLY DISMISSAL

Tardiness is disruptive to the learning environment and should only occur under exceptional circumstances. **Excessive tardiness** or tardiness without reasonable excuse will subject the student to appropriate disciplinary procedures.

Students with excessive absences may face:

- Loss of extracurricular privileges
- Academic intervention requirements
- Possible enrollment review

Tardy Policy

Definition of a Tardy

- Arrival after 8:00 AM = Tardy

Tardy Accumulation

- 5 tardies = 1 unexcused absence
- 8 tardies → Parent notification
- 12 tardies → Administrative intervention
- 15+ tardies → May be treated as truancy pattern

Early Dismissals / Check-Outs

- Leaving before 11:00 AM = Half-day absence
- Repeated early check-outs may trigger attendance review

Final Authority

Holy Rosary Catholic School reserves the right to:

- Review all attendance patterns
- Require documentation
- Reclassify absences if necessary
- Implement interventions to support student success

Tardiness to class is not permitted and will subject the student to appropriate disciplinary procedures.

Early dismissal will not be permitted without specific written permission of the parent or guardian. Students need to be signed out in the office in order to be dismissed. Your child will not be released to a friend or relative without your permission.

Attendance as Stewardship

At Holy Rosary Catholic School, we view attendance not only as a requirement but as a reflection of our call to live responsibly and faithfully.

Students are encouraged to:

- Honor their commitments
- Respect the learning community
- Develop habits of responsibility and discipline

Families partner with the school to:

- Ensure consistency
- Model accountability
- Support the formation of the whole child—mind, body, and spirit

Community Responsibility Statement

Each absence impacts not only the individual student but also the classroom community. As members of a Catholic school, we strive to be present, engaged, and supportive of one another.

After 2:30 p.m. (2:00 p.m. on Tuesday) students will not be dismissed until 3:00 p.m.

EMERGENCY SCHOOL CLOSURES OR DELAYS

The closure, delayed opening or early dismissal of school due to inclement weather or for other reasons shall be announced through television and radio outlets and will also be sent via the FACTS automated notification system. Please do not call the school. Be sure and listen to the recorded message when you receive a call.

VISITING THE SCHOOL

Parents may visit their children for lunch and special programs. Please sign in at the office. Outside food is permitted to be brought in by the parent. Door Dash, Uber Eats, etc. are not permitted.

ACADEMICS

ACADEMIC INTEGRITY/DISHONESTY/PLAGIARISM

Students of Holy Rosary Parish School are expected to reflect the attitudes and behavior traits of young Christian men and women. Honesty and a sense of duty are the values expected and demanded of each student. As a result, cheating will not be tolerated. Cheating includes copying the work of others or allowing others to copy your work (whether test or homework) and plagiarism. Any form of communication between students, during a test, will be considered cheating. Any student guilty of cheating will be subject to disciplinary action from the principal.

The administration reserves the right to make decisions and/or changes regarding disciplinary actions.

LEARNING LAB PROGRAM

The Learning Lab program is a support service for those students in grade K-6 experiencing significant academic difficulty. Student enrollment in this program will be determined by evaluating the student's past and present academic achievement, performance on diagnostic educational testing, presence of clinically diagnosed learning style differences and other factors that may be pertinent to the individual. This process may be initiated by the classroom teacher, parents or administration and must be agreed on by all parties. Grades K-6 learning lab is a pull-out program for Reading and Math. Grades 6 learning lab is offered for students needing academic assistance in Reading, Grammar, and Math.

CHASTITY EDUCATION

Catholic schools shall have an age appropriate program in educating the students in the dignity of human sexuality and the virtue of chastity.

GUIDANCE/COUNSELING SERVICES

The school Counseling Program is designed to assist students in self-assessment, goal setting, educational adjustment, and career opportunities.

The Counseling Program may include:

- Orientation to the school and its programs;
- Counseling for individuals and groups with necessary referral services;
- Recording student data for evaluation and placement of students; and
- Providing safe school/child protection curriculum and training.
- Parents may contact the school counselor with individual concerns at any time.

PSYCHOLOGICAL SERVICES

A list of resources for psychological services for students is available upon request of the parent or guardian.

REPORTING STUDENT PROGRESS

Communications with parents shall include, but not be limited to; progress reports, standardized testing results, teacher assessments, parent-teacher conferences and periodic performance reports.

In the absence of a court order to the contrary, the school shall provide the non-custodial parent with access to the academic records and other school related information regarding the student. The custodial parent has the responsibility of providing the school with an official copy of the court order.

GRADING POLICIES

Report cards for grades K through 8 will be distributed every nine weeks.

Overdue tuition or other fees/fines will result in report cards being held in the school office at the end of the school year. These report cards may be picked up in the school office when past due financial responsibilities have been met.

REPORT CARD GRADING SCALES

Report Cards for Preschool and Kindergarten

The following scale is used for conduct:

O - Outstanding Progress

G - Good Progress
S - Satisfactory Progress
N - Needs Improvement
U - Unsatisfactory Progress

The following marking code indicates the child's academic progress:

+ The skill has been mastered
/ The skill is still developing. The student will continue receiving instruction and opportunities to practice until mastery is achieved.
- The student has not yet met the standard and needs improvement in that specific skill.
No mark indicates an area that has not yet been evaluated

Report Cards for Grades 1-8

The following scale is used for work and study habits and social attitudes in grades 1-8:

O - Outstanding Progress
G - Good Progress
S - Satisfactory Progress
N - Needs Improvement
U - Unsatisfactory Progress

The following scale is used for all academic courses and specialty class grades for grades 1-8:

Grade Point Averages	100-93 A -	Excellent
	92-86 B -	Very Good
	85-76 C -	Average
	75-70 D -	Below Average
	Below 70 U -	Unsatisfactory
	Missing Work I -	Incomplete

All report cards provide space for comments from teachers.

HONOR ROLL (GRADES 4-8)

Principal's Honor Roll - All A's; no grade below "S" in conduct and effort

First Honor Roll - A's with up to 2 B's; no grade below "S" in conduct and effort.

Second Honor Roll - All B's or better; no grade below "S" in conduct and effort

6TH THROUGH 8TH GRADE STUDENT SERVICE HOURS

All sixth, seventh and eighth grade students are required to participate in community service in order to graduate from Holy Rosary Parish School. Two dates will be given when service hours are due. All

service hours must be turned into the service hour coordinator. A total of thirty (30) hours of service are required for graduation (5 hours for sixth grade, 10 hours for seventh grade and 15 hours for eighth grade).

Five hours must be earned by all sixth grade students between the first day of school in August and the last day of April in the sixth grade school year. Sixth grade hours must be a combination of church and community hours.

Ten hours must be earned by all seventh grade students between the first day of school in August and the last day of April in the seventh grade school year. Seventh grade hours must be a combination of church and community hours.

These hours may not be earned before the first day of the seventh grade year except with permission from the principal.

Promotion to the eighth grade will be withheld pending the completion of service and turning in documentation of hours before the final date given. No more than 10 hours may be accumulated by a student in seventh grade. Hours over 10 may not be carried over to the eighth grade year.

A minimum of fifteen hours must be earned by all eighth grade students between the last day of the seventh grade school year and the end of April of the eighth grade school year. Half of these service hours must be turned into the service hour coordinator by mid-December. Students may turn in their hours as they finish them.

Only ten hours may be accumulated during the summer vacation period between seventh and eighth grade.

Fifteen hours must be accumulated in “community” service projects not related to the student’s church affiliation.

Fifteen hours must be accumulated in “church” service projects directly related to the student’s church affiliation.

If a student does not have a church affiliation, fifteen hours may be accumulated through service to Holy Rosary Parish School.

No more than ten hours may be accumulated in any one project.

A list of approved projects will be provided by Holy Rosary. Projects proposed by students must be approved by the service hour coordinator.

All projects must be under approved adult supervision.

No project may benefit the student or his/her family in any way.

A Christian Service Award will be given to two students who have excelled in their effort to complete their service hours.

ACADEMIC PROBATION

Students who are retained or who receive failing grades for more than two core subjects in any one term shall be placed on academic probation. Academic probationary status will be removed within one year by appropriate promotion or achievement of passing grades or the student will be subject to dismissal from the school at the discretion of the principal.

ACADEMIC DISMISSAL

Students who fail to remove probationary status within two years will be dismissed from the school.

PROMOTION AND RETENTION

Lower School - Grades 1-5

A student's failure of any two of the following subjects will constitute failure of the grade: Math, Reading, and English.

Middle School - Grades 6-8

Any student failing two or more major subject areas (English, Reading, Religion, Math, Science, Social Studies, Foreign Language-7th and 8th) in the final year average will not be promoted to the next grade level or in the case of eighth grade not receive a diploma. In place of a diploma a certificate of attendance will be awarded. Any 7th or 8th grade student who is not promoted must continue their education in another school due to academic, social and emotional reasons. Every student will be required to take two years of a foreign language. All sixth grade students will take Latin. Seventh and Eighth grade will take Spanish. Exceptions to this will be dealt with on an individual basis following documented evidence of a learning issue that significantly impedes the learning of a foreign language.

Retention of a student in any grade for a second time is not permitted. No student shall be retained more than twice during the entire elementary school years. If deemed necessary, retention shall occur within the primary grades.

Prolonged absences are not a basis for retention. If a student's achievement is affected due to these absences, retention may be necessary. Otherwise, alternatives may be pursued prior to the final decision, such as, homebound tutoring, supervised study and/or summer school.

When the possibility of retention exists, parents shall be notified by the end of February. Confirmation of retention shall be communicated in writing to parents.

CEREMONIES AND OBSERVANCES

"A Christian education must promote a respect for the State and its representatives, the observance of just laws, and a search for the common good. Therefore, traditional civic values such as freedom, justice, the nobility of work and the need to pursue social progress are all included among the school goals, and

the life of the school gives witness to them. The national anniversaries and other important civic events are commemorated and celebrated in appropriate ways in the schools of each country." Catholic Schools shall give recognition to civic observances that are regarded as significant by the community.

Catholic schools shall display the United States flag on, near, or in school buildings during the school day and at other times deemed necessary. A United States flag shall be in each classroom.

FIELD TRIPS

School sponsored field trips shall have an educational purpose. Field trips shall be confined to instate trips except with the permission of the President of the Catholic Schools (or Pastor at a parish school).

The Diocesan field trip permission form shall be used in all schools. The Diocesan policy for volunteer drivers shall be followed.

Field trips are privileges afforded to students. Students are expected to honor Holy Rosary rules for student conduct at all times. Proper dress is always required; all dress code regulations apply while on field trips. Students who fail to submit a signed permission slip will not be allowed to participate in the field trip. Telephone calls will not be accepted in lieu of a signed form.

Anyone who is volunteering to drive children other than their own will need to fill out the driver's insurance form. Automobiles such as limousines are not permitted to be used as transportation for a field trip. No child may be transported in a car with any type of opening on the top or sides unless it is completely closed up. This includes jeeps, convertibles, and cars with open sun roofs. Seatbelts must be provided and used for each child in your car. Car seats must be provided for students who, because of height or weight, are required to use one by law. No extra stops should be made during the field trips. No small children or siblings may go along with parents or chaperones on field trips.

Safety of children and school liability shall be major considerations when arranging field trips.

When approved, overnight class trips are for students in grades five through twelve (5-12) only and shall be requested by the principal and approved by the President of the Catholic Schools.

TECHNOLOGY

The use of the Internet is a privilege; students will be expected to comply with all guidelines for Internet use as directed by the faculty and administration. A detailed Student Internet Use policy will be sent to parents when necessary.

GRADUATION REQUIREMENTS

In order to graduate, a student must have completed or mastered the work satisfactorily in each of the core subjects, i.e. Religion, Language Arts, Math, Social Studies and Science. Service hours must be completed.

GRADUATION CEREMONIES

Graduation ceremonies for students completing kindergarten shall not be conducted. Recognition programs are appropriate.

Graduation ceremonies for students completing grade six in a Pre-K through 6 school shall not be conducted. A special liturgy or assembly on the last day of school recognizing those students completing the sixth grade is appropriate. Elaborate arrangements, such as the use of caps and gowns, are not permitted.

Diocesan School graduation for eighth grade shall be a simple and appropriate religious service. Outstanding student achievement may be recognized at this time.

Graduation exercises for high school shall be arranged by the principal in consultation with the President of the Catholic Schools. Graduation parties shall not be sponsored by the school.

STUDENT RECORDS

Schools shall keep an up to date cumulative record of each pupil from preschool through grade twelve. These records shall be typed or written in black ink.

The following records shall be kept for each student in the
cumulative folder:

- *Initial application forms and student entrance test
- *Birth Certificate
- *Reading and Mathematics Records
- *Achievement Test Scores
- *Health/immunization Records
- Transfer information and records (if appropriate)
- *Baptismal and sacramental records
- Emergency information on student
- Custody information

*Indicates information forwarded to another school

All records shall be kept in a fireproof file in the school office and may not be taken from the office. All records are confidential and shall remain the property of the school.

If a school should close, all records shall be sent to the Catholic Schools Office.

TRANSCRIPT REQUESTS

Transcript requests must be submitted to the school secretary at least ten school days prior to the date by which the recipient requires the documents.

RESEARCH AND SURVEYS

Outside organizations will not be permitted to conduct research involving the school or its students without written prior permission from the President of the Catholic Schools. Guidelines and procedures as set forth by the President of the Catholic Schools must be followed.

STUDENT BEHAVIOR

STANDARDS OF CONDUCT

Learning proper self-discipline is an important part of education. Consistent and firm guidelines are necessary to maintain a positive learning environment and to provide for the safety of all. Disciplinary measures will be enforced if proper conduct and orderliness is not maintained.

Students of Holy Rosary Parish School are members of the Holy Rosary parish family and are expected to conduct themselves in such a manner as to reflect favorably on themselves, their parents, the school and the parish at all times. Holy Rosary students respect themselves and others, and extend this respect to the community, the environment and the property of others.

STUDENT CONDUCT GUIDELINES

- Report to school and to classes on time.
- Remain seated unless otherwise permitted by the classroom teacher.
- Refrain from talking to other students during instruction unless otherwise permitted by the classroom teacher.
- Report to class with all necessary books, materials and supplies.
- Walk in hallways in an orderly manner.
- Students will demonstrate respect for teachers and students at all times.
- Students will refrain from the use of improper language.
- Students will demonstrate respect for the property of the school and others at all times. This includes refraining from the destruction, theft or vandalism of property belonging to the school, or any other person.
- The possession, use, purchasing, selling and/or dispensing of illegal drugs, alcohol or tobacco products on school premises or at any school function (on or off the Holy Rosary campus) is strictly forbidden. Any student guilty of any violation of this provision will be subject to severe disciplinary action. Proper authorities will be contacted. Further, professional counseling and/or medical treatment, at the parent's expense, may be warranted and directed.
- The possession of weapons, realistic weapon look-a-likes, any item intended for use as a weapon

or fireworks on campus or at any school function is strictly prohibited (T.C.A. 49-6-4201). Any student found with such items will be subject to severe disciplinary action. In the case of weapons, proper authorities will be contacted. Possession of matches and lighters is also prohibited. If a student is found with these items, said items will be confiscated and the student will be subject to dismissal.

- Fighting is prohibited at Holy Rosary Parish School. Physical confrontation of any kind is unacceptable behavior. Every student participating in a fight will be subject to disciplinary action. This action may include automatic out of school suspension for 3 days, and a conference with the parents will be required for the student to return to school.
- Gambling on campus or at any school function is prohibited. Any student found guilty of this offense will be subject to disciplinary action.
- Electronic devices are not allowed on campus during regular school hours. The use of electronic devices and electronic games are not permitted. Items will be confiscated and may be reclaimed by a parent or for repeated offenses items may be reclaimed at the end of the year. Any exception to this rule must be approved by the principal.
- Students may not sell items for personal profit. Only items relating to school events that have been approved by the principal.
- Any student who engages in sexual harassment or bullying shall be subject to disciplinary action, up to and including expulsion or dismissal. Sexual harassment is defined as any unwelcome sexual advance, physical contact, or unwelcome verbal or physical conduct of a sexual nature. Bullying is defined as aggressive behavior that is intentional and that involves an imbalance of power or strength. The school is committed to providing a safe learning environment so students will have the ability to reasonably participate in and benefit from the school's educational programs.
- If a student conveys in written or verbal form a statement regarding hurting himself or herself or harming others, the school will immediately contact the Department of Child Services or the Police, depending on the severity of the threat. Parents will be called to come to the school immediately. The child will be suspended. Prior to the child returning to the school, the parents must submit documentation from a health care professional, stating that the child presents no danger to himself or herself or to others.

- A student lunch is the only food allowed in lockers.

- Chewing gum on campus is prohibited.

SOCIAL MEDIA POLICY

Students are not allowed to access social networking sites during the school day on personal or school devices. If students access social networking sites outside of school, caution must be exercised with regard to personal profile information and content to ensure that information does not reflect poorly on themselves, their peers, their family or their school. Social media is any facility for online publication and commentary, including but not limited to emails and blogs. Social networking sites are, including but not limited to, Facebook, Instagram, Liinkin, X, Snapchat, and TikTok. Social media posts that include bullying, threats, vulgar language and sexualized behavior are prohibited. Any engagement on social media sites that include defamatory comments regarding our Catholic schools, the faculty and staff, or other students are prohibited. Failure to comply with the social media policy will result in disciplinary action and may result in suspension or expulsion.

Students and parents are primarily responsible for the appropriate and ethical use of technology and social media access outside of school hours. However, violation of the social media policy that takes

place off campus, or after school hours, is still subject to disciplinary action. Any content that indicates a threat to a student or other individuals may result in the school contacting the parents, the Department of Children's Services (DCS) and law enforcement.

Furthermore, the sending or receiving of inappropriate photos or videos via cell phones or and electronic device by any student is prohibited. The electronic transmission of such material, or reception and retention of inappropriate material, by any student is a serious offense and action will be taken immediately. Students caught possessing or distributing inappropriate material in any format will face disciplinary action from the school; and law enforcement may be notified. Disciplinary action may include mandatory counseling, suspension from school activities, or expulsion from school.

Bullying/Cyberbullying

Students are expected to respect and protect the dignity and worth of every individual, without regard to race, gender, national origin, ethnicity, disability or religious persuasion. Bullying, cyberbullying, harassment or hazing of students is strictly prohibited. Physical aggression, verbal or written expressions of aggression, social isolation and other behaviors targeting students is not acceptable. Students who engage in such behaviors may be subject to mandatory counseling or suspension/expulsion from school. The school may discipline students for off-campus behavior if such behavior creates a hostile, intimidating or threatening environment for a student.

SCHOOL BUS STANDARDS OF CONDUCT FOR FIELD TRIPS

- Students must be seated while a bus is in motion.
- Students must sit in their assigned seats if such assignments are made by the teacher.
- Hitting, pinching or other aggressive conduct toward others is prohibited.
- Students must keep personal items out of the aisle and otherwise out of the way of other passengers.
- Students may not take or otherwise disturb the property of other passengers.

In order to promote safety and security of students and transportation personnel, video cameras may be used to monitor student behavior on school vehicles transporting students to and from extracurricular activities.

DISCIPLINARY PROCEDURES

Discipline shall be considered an aspect of moral guidance, an outgrowth of self-discipline, and not simply a form of punishment.

Holy Rosary Catholic School, in conjunction with the Diocese of Memphis, reserves the right to take disciplinary action if the administration feels that such action is in the best interest of the student and/or the school community. A conference with the appropriate school authority, the parents and the student is always required in cases concerning serious disciplinary action. Departmentalized discipline plans will be reviewed by the teachers during parent orientation. Classroom teachers are expected to deal with classroom infractions in a reasonable manner.

Behavior Discipline Review Board Procedures

The purpose of the Behavior Discipline Review Board is to provide a consistent, fair, and mission-centered process for addressing serious or repeated student behavior concerns. The Board exists not only to determine appropriate consequences, but also to help students recognize the impact of their choices, repair harm, and develop the virtues and behaviors expected of a Holy Rosary student.

The Board will ensure that discipline decisions:

- Align with the mission and Catholic identity of Holy Rosary Catholic School
- Follow the expectations outlined in the Student Handbook
- Are consistent across grade levels
- Consider the individual circumstances of each student
- Promote accountability, responsibility, and growth

Disciplinary actions may include but are not limited to:

Silent Lunch	Loss of field trip privileges
Time out at recess	Loss of assembly privileges
No break	Paying restitution
Detention	Community Service
Saturday School (fee enforced)	
*Suspension/Expulsion	

Corporal punishment is not permitted by anyone on school property.

Imposing academic consequences as a means of discipline is not permitted.

Reinforcements/Rewards for no conduct referrals in a given month:

Tennis Shoe Day	No Homework Pass
Different Tie/No Vest Day	Jeans Day
Eat with Friends Day	Picnic at Park
Eat Outside Day	

SUSPENSION OR EXPULSION

The following offenses committed by students are potential reasons for immediate expulsion or, in less serious cases, suspension, pending a principal's conference with the parent(s) and/or guardian(s). Expulsion of a student shall require the consultation of the Behavior Discipline Review Board, pastor and/or President of the Catholic Schools.

This list shall not be considered exhaustive:

- Disobedience, insubordination or disrespect for authority
- Language or behavior which is immoral, profane, vulgar or obscene
- Use, sale, distribution or possession of drugs, alcohol or any other legally controlled substance
- Injury or harm to persons or property or serious threat of same
- Unauthorized absence or continued tardiness
- Assault with, or possession of, a lethal instrument or weapon
- Serious theft or dishonesty
- Outrageous scandalous or serious disruptive behavior
- Habitual lack of effort leading to academic failure in classroom work
- Conduct at school or elsewhere which would reflect adversely on the Catholic school and the Church
- Consistent disrespect for other students such as sexual harassment of another student
- Violation of Internet code of ethics or the acceptable use policy
- Photographing or video-recording students or school personnel without permission

Students who are given an in-school suspension will be required to report to school each day. Students who receive an out-of-school suspension will not be allowed on the school grounds or at school events during the time of their suspension. In both cases, students must complete all class work and tests from the days of suspension.

BULLYING/CYBERBULLYING/DISCRIMINATION/HARASSMENT/HAZING

Students are expected to respect and protect the dignity and worth of each individual without regard to race, gender, color, national or ethnic origin, disability or religious persuasion. Bullying, including cyber-bullying, discrimination, harassment or hazing of students is strictly prohibited.

Physical aggression, verbal, written or graphic expression, social isolation and alienation or other behaviors targeting individuals are forms of violence that are not acceptable. These behaviors may:

- Physically harm a student or damage a student's property;
- Knowingly place a student or students in reasonable fear of physical harm to the student or damage to the student's property;
- Cause emotional distress to a student or students; or,
- Create a hostile educational environment.

Students who engage in such behaviors will be subject to mandatory counseling, suspension from school activities and/or school, or expulsion at the discretion of the principal in consultation of the Behavior Discipline Review Board. The school may discipline students for off-campus behavior if such behavior creates a hostile, intimidating or threatening environment for one or more students or if such behavior substantially disrupts the orderly operation of the school.

Students who feel victimized by or who have knowledge of such behavior toward a student or students should report that to the school counselor or principal. Confidentiality of the report will be maintained to the maximum extent permitted within the context of an appropriate investigation and response by the school. Retaliation against those who report or who participate in an investigation is strictly prohibited. Students who deliberately submit false reports will be subject to appropriate disciplinary consequences.

When appropriate, such behavior will be reported to law enforcement. Parents are encouraged to report threats of violence or harm to their children to law enforcement, particularly if perpetrated electronically.

DRESS CODE

SCHOOL UNIFORM REQUIREMENTS

Student attire must promote human dignity, cleanliness, and good health.

Holy Rosary students are required to wear well-maintained school uniforms at all times. Any questions regarding the uniform policy should be directed to the school administration.

School uniforms may be purchased at Cole's Screen Printing
https://colesprinting.com/collections/holy-rosary?page=1

Preschool (2K - 4K)

Girls

- Navy blue long- or short-sleeved HRS polo shirt with any pants or shorts
  OR
- HRS navy blue polo dress

Boys

- Navy blue long- or short-sleeved HRS polo shirt with any pants or shorts

Additional Information

- HRS uniform approved sweatshirts are optional
- Tennis shoes are required for all preschool students. No sandals or croc like shoes
- Please send a sweater or jacket for cool weather and a raincoat for rainy days
- Label all items with your child's full name using permanent marker/stickers, including clothing, lunch boxes, backpacks, and other belongings brought to school

Kindergarten – 5th Grade

Girls

Uniform Requirements

- Uniform jumper with light blue Peter Pan collar shirt (long- or short-sleeved)
  OR
- Light blue polo
  OR
- Light blue HRS turtleneck

Bottoms

- Navy blue pants
- Navy blue shorts or skorts may be worn during Daylight Saving Time
- Kindergarten only may wear jeans, jean shorts, or skorts

Footwear

- 1st – 5th: Black and White or Navy and White Ked Style saddle oxford shoes
- Kindergarten: Tennis shoes only
- White, black, navy, or HRS crew socks. No ankle socks
- Navy blue or black tights/leggings during winter months

Physical Education

- HRS P.E. t-shirt and shorts
- During winter months, wear HRS sweatshirt and sweatpants over the P.E. uniform
- Tennis shoes with white, black, or navy crew socks on P.E. days
- Kindergarten: P.E. uniform is optional

Grooming & Accessories

- Hair should be clean, neatly groomed, out of the face, and a natural color
- Permitted jewelry:
  - One watch - No smart watches
  - One ring
  - One religious medal worn inside the shirt
  - One pair of stud earrings
- Bracelets and necklaces are not permitted
- Tattoos, body piercings, and writing on the body are not permitted

Boys

Uniform Requirements

- Light blue polo shirt (long- or short-sleeved)
- Optional white undershirt

Bottoms

- Navy blue uniform pants
- Navy blue shorts may be worn during Daylight Saving Time
- Kindergarten only may wear jeans or jean shorts
- Navy blue, brown, or black belt required when pants or shorts have belt loops

Footwear

- 1st – 5th: Light-Brown buck-style shoes
- 1st – 5th: Wallabies, Merrells, Sperrys, and slip-on styles are permitted
- Kindergarten: Tennis shoes only
- White, black, navy, or HRS crew socks. No ankle socks

Physical Education

- HRS P.E. t-shirt and shorts
- During winter months, wear HRS sweatshirt and sweatpants over the P.E. uniform
- Tennis shoes with white, black, or navy crew socks on P.E. days
- Kindergarten: P.E. uniform is optional

Grooming & Accessories

- Hair should be neat, simply styled, not below the eyebrow, the top of the ear or the top of the collar, and the face should be clean-shaven at all times. Sideburns should not be lower than the bottom of the ear
- Permitted jewelry:
    - One watch - No smart watches
    - One ring
    - One religious medal worn inside the shirt
- Earrings, bracelets, and necklaces are not permitted
- Tattoos, body piercings, and writing on the body are not permitted

6th – 8th Grade

Girls

Uniform Requirements

- Uniform skirt (no more than 2 inches above the middle of the knee)
- Light blue untucked blouse (long- or short-sleeved)
- Navy uniform pants
- Fridays Only: Light grey HRS polo

Cold Weather Options

After Daylight Saving Time, students may wear:

- Navy blue HRS sweater
- Navy blue HRS sweater vest
- Navy blue HRS fleece
- Light blue or navy blue HRS sweatshirt
- P.E. sweatshirt

Winter Option

- Navy blue uniform slacks may be worn during winter months only

Footwear

- Black and White or Navy and White saddle oxford shoes
- Light-Brown Sperry boat shoe
- Navy, black, white, or HRS crew socks
- Navy blue or black tights/leggings during winter months

Physical Education

- HRS P.E. uniform
- HRS sweatshirt and sweatpants may be worn over the P.E. uniform during winter
- Tennis shoes with navy, black, white, or HRS crew socks on P.E. days

Grooming & Accessories

- Hair should be clean, neatly groomed, out of the face, and a natural color
- Permitted jewelry:
    - One watch - No smart watches
    - One ring
    - One religious medal worn inside the shirt
    - One pair of small earrings
- Bracelets and necklaces are not permitted

- Makeup is not allowed
- Fingernail polish is not allowed
- Tattoos, body piercings, and writing on the body are not permitted

Boys

Uniform Requirements

- Light blue button-down collared dress shirt
- HRS tie
- Optional white undershirt
- Fridays Only: Light grey HRS polo

Bottoms

- Navy blue uniform pants (shorts are not permitted)
- Black, navy, or brown belt required when pants have belt loops

Cold Weather Options

During winter months, students may wear:

- Navy blue cardigan
- Navy blue V-neck sweater
- Navy blue HRS fleece
- HRS sweatshirt
- P.E. sweatshirt

Footwear

- Light-Brown buck-style shoes with a back
- Wallabies, Merrells, and Sperrys are permitted
- Navy or black crew socks

Physical Education

- HRS P.E. uniform
- HRS sweatshirt and sweatpants may be worn over the P.E. uniform during winter
- Tennis shoes with navy, black, white, or HRS crew socks on P.E. days

Grooming & Accessories

- Hair should be neat, simply styled, not below the eyebrow, the top of the ear or the top of the collar, and the face should be clean-shaven at all times. Sideburns should not be lower than the bottom of the ear
- Permitted jewelry:

    - One watch - No smart watches
    - One ring
    - One religious medal worn inside the shirt
- Earrings, bracelets, and necklaces are not permitted
- Tattoos, body piercings, and writing on the body are not permitted

Optional Dress Days

At some time during the year an optional dress code may be permitted. These dress codes are as follows:

Boys

- Any solid color dress trousers (trousers must fit and be worn at the waist)
- Coordinating belt
- Collared dress shirt
- Ties are optional
- Dress Shoes (no backless style foot attire or cowboy boots)
- Mid-Calf Crew socks (no short ankle socks)

Girls

- Properly fitting skirt, slacks or dress (no more than 2 inches above the knee)
- Leggings may be worn with a long shirt that is two inches above the knee
- Blouse or sweater
- Dress shoes (no heels or backless style foot attire or cowboy boots)

Jeans Day Boys and Girls

- Solid color jeans or khaki casual slacks that fit (no oversized pants) worn at the waist
- Coordinating belt
- Shirt or blouse with sleeves
- Solid or striped t-shirts - no inappropriate wording or pictures
- Tennis shoes or uniform shoes
- Crew socks (no short ankle socks)

Tight clothing of any kind is not appropriate for school and should not be worn for any reason

6th-8th Grade

Middle school students may wear the grey uniform polo on fridays instead of their button down

Important Reminders for All Students

Uniform Expectations

- All uniforms should be neat, clean, and in good condition

Label Everything

Please label all items with your child's full name using permanent marker, including:

- Coats
- Jackets
- Sweaters
- Shoes
- Uniform pieces
- Lunch boxes
- Backpacks
- Any other items brought to school

Proper labeling helps ensure lost items are returned quickly

SCOUT UNIFORMS

Boy and girl scouts may wear their uniform to school on days when they meet after school. Scout shorts must comply with the walking shorts regulations and can only be worn during the daylight savings time.

EXTRACURRICULAR ACTIVITIES

ATHLETIC TEAMS

Elementary School teams are members of the P.A.A or similar leagues. The schools shall comply with the rules and regulations governing athletics which have been established by the appropriate accrediting and/or approval agency and any athletic associations to which the school belongs. Holy Rosary School requires all athletes and parents to sign the Athletic Handbook. The Holy Rosary Men's Club provides support to all of the sports teams. Sports include soccer, football, basketball, baseball, golf, cross country, track, volleyball, flag football, tennis, lacrosse, swimming, and cheerleading.

CLUBS AND ORGANIZATIONS

Holy Rosary offers a variety of clubs and organizations, including but not limited to Beta Club, Student Council, Yearbook, Math Counts, Academic Team, Scouts and chess club.

SCHOOL SAFETY

Generally accepted practices that promote the safety of students while in the custody of schools are followed. The practices are based on civil law, regulations from the State of Tennessee, and recommended procedures from the Diocesan Office of Risk Management.

VISITORS TO CAMPUS

Visitors to the school campus, including parents, must immediately report to the school office and must register in the visitor log or visitor machine with their driver's license and receive a visitor's badge before proceeding to any other part of the campus. Visitors must display the badge at all times on school property.

SAFETY COORDINATORS

Students or parents with concerns about school security may contact the school safety coordinator appointed by the principal each school year.

The school safety coordinator's responsibilities include but are not limited to:

- Cooperation with the principal to insure the safety of the students;
- Maintain the required notebooks concerning safety, blood-borne pathogens, hazard communication, and asbestos;
- Conduct the monthly safety evaluation of the facilities and the property;
- Cooperate with the Diocesan Risk Manager in implementing regulations issued by the insurance company and OSHA;
- Inspect the school's emergency bags for appropriate supplies;
- Attend the meetings called by the Diocesan Risk Manager;
- Conduct drills as required.

EMERGENCY/CRISIS PROCEDURES

The school principal is the primary overall manager of any emergency/crisis situation. The principal will follow the procedures outlined in the most recent edition of the Catholic Diocese of Memphis *Emergency Response Handbook*. The principal is responsible for activating the school's Internal Response Team and for communicating with the President of the Catholic Schools and students involved, parents of those students, faculty, office staff, custodial staff, and the media. The principal will plan and execute crisis training for staff and annual retraining of the Internal Response Team. These emergency procedures shall be reviewed with the faculty during the in-service days before school begins.

The school will maintain emergency information for each student in the school office.

An emergency kit is available in each classroom and area which is used by the students. The contents of these kits shall conform to the requirements issued by the Diocesan Risk Manager.

Evacuation procedures and routes shall be posted in every classroom and areas used by the students.

Responsibilities of parents:

Provide a completed emergency form for each child with accurate and specific information concerning the medical needs of each child.

Notify the school immediately when there is a change in your emergency form.

Inform your child(ren) who is authorized to pick them up in an emergency.

Teach your child(ren) to listen to instructions and cooperate with school officials.

Review these guidelines with all family members and authorized emergency adults.

Responsibilities of students:

Children should know who is authorized to pick them up in an emergency.

Practice the drop and cover procedure.

Follow instructions from school officials.

Discuss questions about these procedures with adults.

In the event of a disaster, please comply with the following procedures:

- Do not call the school.
  School lines will be needed for emergency use. Information will be provided through our FACTS program.

- Children will assemble in the yard.
  Children will be evacuated to the playground as soon as possible.

- Park on the street.
  Leave the driveway and parking lot open for emergency vehicles.

- Pick up and sign out children.
  Pick up your children as soon as possible. Your child will only be released to a parent or authorized adult. Children who walk or ride bikes to school will remain on campus until signed out.

- Transfer to shelter.
  At the discretion of the administration, children may be transferred to an emergency public evacuation shelter. The location of the emergency shelter will be posted at the school. You will pick up your child at the designated shelter.

- Epidemic illness.

When there is an illness going through Holy Rosary which affects one-third of our student body, faculty, and staff, we will dismiss school the following day. (See section on illness policy)

FIRE DRILLS

Fire drills shall be held at least once a month. The first fire drill will be conducted within the first twenty school days. Teachers will take a student roll sheet or book containing all student names with them during the drills in order to have an accurate account of all students present.

The building fire alarm shall be operated during the drill to familiarize all occupants with the distinctive sound of the fire alarm. Bell signals to signify the exit and reentry of the building during a fire drill will be explained to students prior to the first fire drill of the school year.

All staff members shall be instructed on the alarm system and the manner of activating it.
A record of all fire drills shall be kept on the emergency drill form and shall be available to the fire inspectors upon request.

TORNADO DRILLS

A tornado drill will be conducted within the first twenty school days and at least once more during each school year. A battery-operated weather radio is maintained in operating order in the school office. A record of all tornado drills shall be kept on the emergency drill form.

EARTHQUAKE DRILLS

Earthquake drills will be conducted at least twice each school year. A record of all earthquake drills shall be kept on the emergency drill form.

LOCKDOWN DRILLS

Lockdown drills will be conducted once each semester. A record of all earthquake drills shall be kept on the emergency drill form.

WEATHER EMERGENCIES

Catholic schools shall follow the warnings and directions given by the National Weather Service in the event of a weather emergency.

BOMB THREATS

Procedures in the Diocesan Crisis Management Handbook will be followed in the event of a telephone or written bomb threat. The principal will immediately notify the Catholic Schools Office of such a threat.

INSPECTIONS

Quarterly safety inspections will be conducted by school personnel. The insurance company will conduct yearly inspections of the facilities and grounds. Annual asbestos inspections shall be conducted for schools that contain asbestos.

OSHA REGULATIONS

Catholic schools shall comply with the OSHA standards on blood-borne pathogens and hazard communication and any other standards issued which apply to the school. The schools shall also comply with the Diocesan procedures established to comply with these standards.

ALCOHOL, DRUGS OR OTHER CONTROLLED SUBSTANCES

With the exception of medication administration as permitted by Diocesan policy, students may not possess, sell, be under the influence of or otherwise use alcohol or drugs on school property or at school related activities. Possession of controlled substances will be reported to proper law enforcement authorities.

Random drug testing is required at the high school level.

WEAPONS/DANGEROUS INSTRUMENTS

Student possession of any weapon or dangerous instrument that could be used as a weapon on school property or at school related functions is prohibited. The possession of a weapon or weapons will be reported to the proper law enforcement agencies.

HEALTH SERVICES

ILLNESS DURING THE SCHOOL DAY

The parent or guardian will be notified when a student becomes ill during the school day. The school representatives and the parent or guardian will determine whether the child should be dismissed to go home. Students who are seriously ill or who constitute a danger of spreading illness to others will be expected to be picked up by the parent or guardian.

When there is an illness going through Holy Rosary which affects one-third of our student body, faculty, and staff we will dismiss school the following day. This will be done for several reasons. First, to give those who are ill some time to concentrate on recovering without worrying about making up work. Second, to keep the illness from affecting those students who have not yet been sick. Lastly, to give the school time to rid the classrooms of any germs that may be present.

MEDICAL EMERGENCIES/ACCIDENTS/INJURIES

Accidents reported on school property shall be reported immediately to the principal or pastor. A report shall be written describing the accident and follow up care. The Diocesan accident report form shall be used. A copy of the report shall be kept permanently in the school. If professional medical services are required, a copy of the report shall be sent to the Catholic Schools Office and the Diocesan Risk Manager.

MEDICATION POLICY AND FORMS

The health and safety of our students is a priority. Prescription and over-the-counter medications should be administered at home whenever possible. When medication must be administered during school hours, on school property, or while attending a school-sponsored event, the medication must be medically necessary and administered in accordance with school procedures.

A Medication Authorization Form is available in the school office. A completed Medication Authorization Form must be on file before school personnel may administer medication.

The following conditions apply:

1. **Medication Authorization**
    - A new Medication Authorization Form is required at the beginning of each school year and whenever there is a change in the medication, dosage, administration instructions, or discontinuation of medication.
    - A separate Medication Authorization Form is required for each medication.
    - Prescription medications must be provided in the original pharmacy-labeled container.
    - Over-the-counter medications may only be administered when accompanied by written physician authorization specifying the medication, dosage, administration schedule, and duration of treatment.
    - Medication may not be administered unless the medication and its administration are authorized through the school's medication procedures.
2. **Medication Delivery and Storage**
    - Medication must be delivered to the school by a parent/guardian or another responsible adult approved by the parent/guardian in accordance with school procedures.
    - All medications must be provided in the original container. Prescription medications must have the pharmacy label showing the student's name, medication name, dosage, and administration instructions.
    - Over-the-counter medications must remain in the original manufacturer's container with the label intact and must be clearly labeled with the student's name.
    - Each student's routine medication will be stored securely in the student's designated Medicine Box, which will be labeled with the student's full name, homeroom, and a current photograph of the student.
    - Medication will be accessible only to authorized school personnel.
    - The school will maintain an inventory of medication received, including the student's name, medication name, date of delivery, quantity delivered, and expiration date.

- The parent/guardian is responsible for maintaining a current supply of medication and ensuring that medication provided to the school remains within its expiration date.

3. **Student Identification and Medication Verification**
   Before administering medication, authorized school personnel must positively identify the student and verify the medication.
   Students in Grades 2K–K:
   - 2K–K students must report to the school office with an adult.
   - The authorized staff member will look directly at the student and compare the student to the photograph on the student's Medicine Box.
   - The staff member will state the student's full name aloud.
   - A second authorized staff member must independently compare the student to the photograph and confirm the student's identity.
   - Medication will not be administered if either staff member cannot positively confirm the student's identity or if any information does not match.
4. **Students in Grades 1–8:**
   - The staff member administering medication will look directly at the student and compare the student to the photograph on the student's Medicine Box.
   - The staff member will state the student's full name aloud.
   - The student must confirm their full name aloud.
   - A student's appearance, classroom location, or verbal response alone is not sufficient identification.
5. **For all students, the staff member must also:**
   - Compare the student's identity with the name on the Medicine Box.
   - Compare the Medicine Box information with the name on the pharmacy label or original medication container.
   - Verify the medication name, dosage, administration instructions, and expiration date.
   - If any identifier or medication information does not match, the medication will not be administered. The principal or principal's designee will be contacted for clarification.
6. **Administration of Medication**
   - Only authorized school personnel may administer medication.
   - Medication will be administered only to the student for whom it is prescribed or authorized and only in the authorized dosage and manner.
   - Medication intended for another student will never be administered under any circumstances.
   - Students may not self-administer or carry medication unless specifically authorized by the school administration in accordance with an approved medical accommodation or emergency medical plan.
   - Routine medications will be stored and administered through the school office by authorized personnel unless otherwise required by an approved medical plan.
7. **Emergency and Rescue Medications**
   - Emergency or rescue medications prescribed for seizures, severe allergic reactions, asthma, diabetes, or other potentially life-threatening medical conditions require special storage and accessibility procedures.

- Emergency/rescue medications must be provided in the original pharmacy-labeled container, with all required physician and parent/guardian authorization forms on file.
- When required by the student's medical plan, rescue medications may be kept with the student's designated classroom teacher or other designated staff member rather than in the general school medication storage area.
- Rescue medications must remain secured while being immediately accessible to the designated staff member in the event of an emergency.
- Rescue medications may not be stored in a student's backpack, cubby, desk, locker, or other unsecured location unless specifically authorized by the student's medical plan and school administration.
- Only staff members who have received the appropriate training and authorization may administer rescue medications.
- Self-carry/self-administration of emergency medication requires specific authorization from school administration in accordance with an approved medical accommodation or emergency medical plan.
- The school will monitor expiration dates and notify the parent/guardian when replacement medication is needed.

8. **Medication Administration Records**
   - A Medication Administration Log will be maintained for all medications administered during the school day.
   - Immediately after administration, authorized personnel will document the date, time, medication, dosage, and staff member's signature or initials.
   - If a student refuses medication or does not report for medication, the occurrence will be documented and the parent/guardian will be notified as required.
   - Medication administration logs will be reviewed monthly by a second authorized staff member. The person reviewing the log may not be the same person who recorded the medication administration.
   - The principal or principal's designee will reconcile the supply of all medications with the medication administration logs no later than the third school day of each month.
9. **Field Trips and Off-Campus Events**
   - Medication that must be administered during a field trip or other off-campus school event will be carried, stored, and administered by an authorized staff member in accordance with the student's medication authorization and school procedures.
   - Emergency/rescue medications must remain immediately accessible to the designated staff member when required by the student's medical plan.
10. **Medication Discontinuation, Expiration, and Return**
    - The parent/guardian must notify the school when medication is discontinued or when there is a change in the medication or administration instructions.
    - Expired or discontinued medication, as well as medication remaining at the end of the school year, will be returned to the parent/guardian in accordance with school procedures.
    - The school will notify the parent/guardian when medication needs to be replaced because it has expired, been discontinued, or is otherwise no longer appropriate for administration.

11. **Medication Not Registered With the School**
    - Students may not possess or carry medication at school unless the medication has been specifically authorized by the school administration in accordance with an approved medical accommodation or emergency medical plan.
    - Medication that has not been properly authorized and registered with the school may not be in a student's possession on school property or at school-sponsored activities.

PRINCIPAL'S RIGHT TO AMEND

The principal of Holy Rosary School reserves the right to change, amend, add/or delete any or all of the policies, procedures or guidelines contained in this student handbook for just causes. Parents and students will be notified of any changes to this handbook before they become effective.

REQUIRED SIGNATURE PAGE

Dear Parents and Students:

The purpose of this Handbook is to provide rules, policies, procedures, guidelines and other information that parents and students may need or for which they are responsible as participants in the Catholic Diocese of Memphis schools. Please sign and date the affidavit below and return it to your school office by the first week of school.

By my signature, I affirm that I have carefully reviewed the Parent and Student Handbook and discussed it with my child/children and that I understand and agree to abide by the rules, policies, procedures, guidelines and other information provided therein.

Parent Name (Print)_____

Parent Signature _____

Date of Signature_____

Student Name(s):

1._____Homeroom_____

2._____Homeroom_____

3._____Homeroom_____

4._____Homeroom_____

**VIDEO/PHOTO RELEASE FORM

I hereby give my permission for my children/child mentioned above to be photographed or videotaped at Holy Rosary School or at any Diocesan event, for the purpose of publication. These publications may include the newspaper, a magazine, the Holy Rosary website, Holy Rosary Facebook page, or other publications for educational or informational purposes. The videos produced regarding the programs or curriculum at the school or in the Diocese may also be used for educational or informational purposes.

Signed(Parent)_____

Print Parent Name_____

Date _____

MEDICAL RELEASE STATEMENT

Holy Rosary School has permission to seek medical treatment for my child/children in the event of an emergency.

Signed (Parent)_____

Print Parent Name_____

Date _____