

Holy Name School Belief Statements

We believe that respect, responsibility and reverence are integral values in the growth and success of every individual, both within the school and within the community.

We believe that each person is unique, and that children learn at different rates and in different ways.

We believe that all children have a right to safety, love and learning.

We believe that effective education develops the whole person: spiritually, intellectually, emotionally, socially and physically.

We believe in a comprehensive academic curriculum to develop each student's God-given abilities.

We believe in providing areas of study and technology over and above the required curriculum.

We believe that stewardship and service are the tools that allow individuals to imitate Christ in their daily lives.

WELCOME

You have chosen Catholic education at Holy Name School as part of your child's religious formation. We recognize that you are the primary teachers of your child, and we are proud to join with you in this formal phase of your child's development.

As members of the Holy Name School community, it is important that you understand the operations of the school. The purpose of this handbook is to provide an overview of Holy Name School's policies and procedures. Signing a tuition agreement card indicates that you are willing to abide by the policies and procedures of this school. You and your child are expected to read and be familiar with the policies and procedures of the school.



REGISTRATION

The registration date for new students and those entering Preschool and Kindergarten is published in the church bulletin and local newspapers. Holy Name admits: first, Catholics who are registered at Holy Name Parish; second, Catholic students who attend other parishes; third, non-Catholics.

AGE REQUIREMENTS

Three-year-old Preschool:	Students must be 3 on or before August 31.
Four-year-old Preschool:	Students must be 4 on or before August 31.
Kindergarten:	Students must be 5 on or before August 31.
First Grade:	Students must be 6 on or before August 31.

REQUIRED FORMS

When registering for Preschool, Kindergarten or first grade (without having attended kindergarten at Holy Name), the following forms must be presented: birth certificate, health records that certify immunization dates, and baptismal certificate if baptized in a parish other than Holy Name.

These forms must be signed: requisition form for the use of textbooks and educational materials under the requirements of Acts 90-195, Technology Acceptable Use Policy for as long as said child is enrolled, and photograph/press release giving permission for your child's picture and/or name to appear in any news releases for as long as said child is enrolled. It is the responsibility of the parent to inform the school in writing if this permission changes.

CHANGE OF ADDRESS / TELEPHONE NUMBER, ETC.

Parents are required to notify the school office immediately whenever there is a change of address or telephone number so that records can be updated.

EMERGENCY CARDS

Emergency cards are sent home at the beginning of the school year. It is most important that these cards be completed and returned to the school by September 15th. It is imperative that the contact persons you list are authorized to pick up your child, are available in case of illness or an emergency, and have transportation to pick up a student when necessary. The school office must be notified immediately in the event this information needs updated.

PHOTO / PRESS RELEASE

The Authorization Form for use of Child / Youth Name, Likeness and / or Photographic Image is sent home at the beginning of the school year. The agreement covers the use of references of a child in Holy Name School media notices regarding school activities. The form is to be completed and returned promptly. Submission of the form is not mandatory.



CUSTODIAL / NON-CUSTODIAL CARE

This school abides by the provisions of the Buckley Amendment with respect to the rights of non-custodial parents. In the absence of a court order to the contrary, this school will provide the non-custodial parent with access to the academic records and to other school-related information regarding a child. If there is a court order specifying that there is to be no information given, it is the responsibility of the custodial parent to provide the school with an official copy of the court order. It is also the responsibility of the legal guardian to provide the school with a copy of the most recent custody order.

TRANSFER STUDENTS

Transfer of students to Holy Name is considered on an individual basis. A student who transfers into Holy Name is placed in the grade recommended by the school the student last attended. Holy Name will respect a school's professional judgment and will not promote a student upon transfer if not recommended by the previous school. With regard to sports, transfer students are subject to the diocesan sports policy. Parents must inquire about these policies during the transfer process.

TUITION

Tuition is charged to families who attend Holy Name School. Tuition cost is announced on a yearly basis. Tuition is to be paid according to the selected tuition plan. Four options are available.

1. Full year in advance – payment by September 15th.
 2. Full semester in advance – payment by September 15th and February 15th.
 3. Monthly payments – payments due by the 15th of each month.
 4. FACTS Grant and Aid Assessment Service – must apply to be eligible for Angel Fund consideration
 5. Application for Angel Fund Scholarship - as arranged with the pastor.
- Statements of delinquent payments are sent after the 15th of each month.

No child is denied a Catholic education due to finances. Option four needs to be utilized when finances are a determining factor.

The FACTS Grant and Aid Assessment Service offers families who meet set qualifications the opportunity to apply for tuition assistance.

The diocesan tuition policy is followed when a student from outside Holy Name Parish registers at Holy Name School.

Tuition agreement cards, sent home yearly, serve as the registration form for the following year. They are to be completed and returned to school within two weeks.

All tuition and fees are to be paid in full before final report cards are given, records transferred, or any eighth grade student participates in graduation activities.

TECHNOLOGY FEE / TECHNOLOGY ACCEPTABLE USE POLICY

A technology fee is required for each student payable at the beginning of the year. The amount is stated on the tuition card. Each parent and child is required to sign an acceptable use policy form indicating agreement to comply with the conditions for use of the school's technology.

FUND RAISING

Parents and students will be asked to participate in projects that help raise funds to support charitable projects and the school itself. Involvement in these projects is the families' financial contribution to the parish and their education. The principal must approve all fund raisers/collections.

PARENTS AND VISITORS

Parents are welcomed and encouraged to visit the school. However to assure the safety of the students, parents and visitors are required to stop in the school office and sign in before going anywhere in the building.

When picking up a student during school hours, you or the person you have designated are required to stop in the school office to sign out the student. Office personnel will send for the student. Parents and other adults who regularly pick up a student at dismissal time are requested to wait outside the building for a student. Parents may not take another student home without the written permission of that child's parent/guardian.

VOLUNTEERS

Volunteering time and talent to the school community by parents and parishioners is welcomed and encouraged. Contact the school office for details about various volunteer activities, which include helping in the library, cafeteria, and office and with special projects. All volunteers are required to complete the *Protecting God's Children* training and submit criminal background checks.

PARKING

Parents and other adults are not permitted to drive onto the school parking lot between 7:30 a.m. and 4:00 p.m. **This is for the safety of all children.** Use the parking lot across the street from the church. Parking is not permitted on N. Julian Street between Horner Street and Alton Street from 2:45 until 4:00. This is school bus parking only. On early dismissal days no parking is permitted in this area beginning one half-hour before the scheduled dismissal time.

DELAYS / CANCELLATIONS / EARLY DISMISSALS

Delays, cancellations, and early dismissals are announced over the School Reach Parent Communications system and WJAC-TV. If Holy Name School is not specifically announced, follow the announcement of Central Cambria School District.

In the event of an early dismissal, Holy Name bus students will be dismissed according to the time listed for their home school district. The remainder of the students will be dismissed at the time listed for Central Cambria. When school is canceled due to weather, or there is an early dismissal due to weather, scheduled school events are also canceled.

When Central Cambria has a delay, morning Preschool will be canceled. When Central Cambria is dismissed early, afternoon Preschool will be canceled.

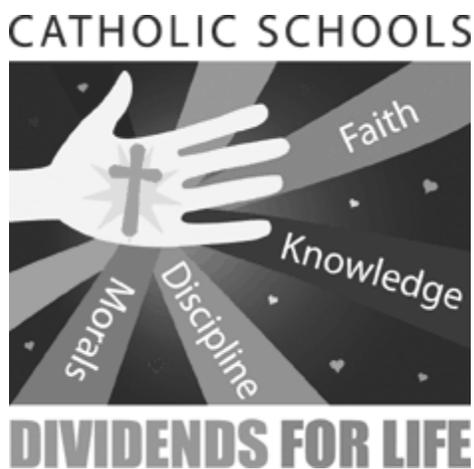
Emergency Dismissal forms and Student Pick-Up Authorization forms are sent home in September. These forms must be returned promptly. It is important that the information on the form be discussed so each child knows what to do when emergency dismissals occur. Should this information change during the school year the office must be notified.

CRISIS RESPONSE / FIRE DRILL / EMERGENCIES

Holy Name School has developed emergency/crisis plans and procedures in collaboration with law enforcement and other emergency personnel. Students are made fully aware of proper procedures for fire drill, weather emergencies, sheltering-in-place and lockdown. Students are expected to comply with all regulations.

Shelter-in-place is typically used when there is a hazard to health or life threatening situation in the area outside of the school building. School personnel will determine if it is safe to allow anyone to enter or leave the school building. Therefore, parents *may not be able* to pick up children from the school.

Lockdown is used when there is an imminent danger in or near the school building. This means that students and staff are locked in their classrooms and no one enters or leaves the school building except for authorized emergency personnel. Parents *will not be able* to pick up children from school.



DAILY SCHEDULE

Warning Bell	8:25
Homeroom/Tardy Bell	8:30
Classes Begin	8:40
Lunch 3-4-5	11:20
Lunch Kindergarten	11:30
Lunch 1-2	11:40
Lunch 6-7-8	12:05
Dismissal Early Buses	2:55
Dismissal	3:05

ATTENDANCE / ABSENCES / MAKE-UP WORK

Every student registered is required to be present at daily class unless legitimately excused. Regular and punctual attendance is expected of all students. School attendance is closely related to achievement and success in school. Repeated and frequent absence or tardiness significantly impacts learning and makes it difficult for a child to maintain any academic standard. Excused absence is accepted in cases of illness, death in the family, and other reasonable circumstances. Unexcused absence is truancy, parental neglect, or a cause not defined as excused. When a serious attendance problem occurs, the school social worker may be contacted. Retention will be considered when a student's absence exceeds 25 days.

Parents are to call the school office (472-8817) by 8:30 to report a student absent and request homework. Homework can be picked up in the office at 3:05 PM. Students who are absent are required to make up work. For extraordinary reasons, students may be excused from completing missed work with the approval of the principal.

Following an absence, a written excuse must be signed by the parent or legal guardian and presented to the school upon return. Written excuses must contain: a) name of student; b) date(s) the student was absent; and c) the reason for the absence. Failure to present a written excuse constitutes an illegal absence. In case of an extended absence of three or more consecutive days, a doctor's excuse is required.

Any student Preschool through 8th grade (other than bus students) who arrives at school prior to 8:15 will be sent to **Kid Watch** where adult supervision is provided. There is a charge for this service.

Any student arriving in the homeroom after the 8:30 tardy bell will be marked tardy in the attendance register. Any incident of tardiness in excess of one class period, morning or afternoon, will constitute a one half-day absence. Accumulation of tardies, not accompanied with a doctor's excuse, may result in serving an after school detention.

A student may obtain permission for an early dismissal for a legitimate reason. Students leaving before 2:05 PM will be marked one-half day absent.

A written excuse requesting dismissal must be presented at the office. The excuse must state who is picking up the child. This person is required to sign the student out. If a student is walking to an appointment, it must be stated in the excuse. No student will be permitted to walk to an appointment unless it is stated in the excuse.

When parents call to have a student excused, a written excuse still must be presented. If someone other than the parent is picking up the child, it must be stated on the phone or in the excuse. **Parents must notify the office by phone or in writing if there is a change in the child's dismissal arrangements.**

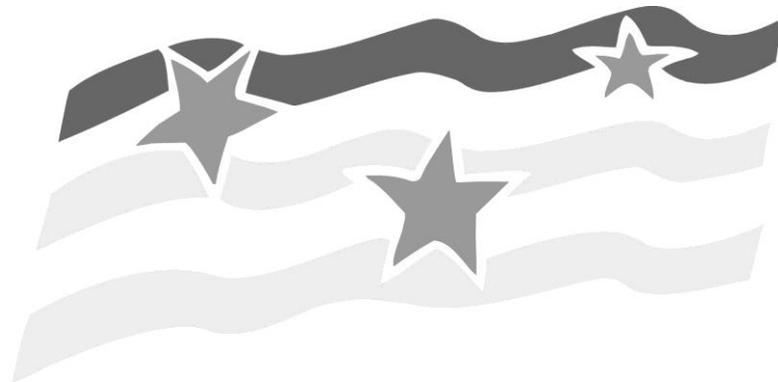
A student must be present for a full day of school in order to participate in any sporting activity, extracurricular activity, or school program.

VACATION TRIPS

Vacation trips are not looked upon favorably because of the amount of instructional time lost. If extended trips are necessary, the principal and all of your child's teachers must be notified one week in advance. All work must be made up when the student returns to school.

ACADEMIC EVALUATION

Approximately every nine weeks students receive report cards. Grades are an indication of a student's progress in school. Class participation, completion and quality of class work and homework, test results, appropriate use of time, following directions, and attitude all determine a student's grades. The type of grade (letter or percentage) may vary with subject area and grade level. When a percentage grade is given, it can be viewed as the percentage of material the student has mastered in that particular subject for that marking period. A student who is in danger of failing a subject will receive a progress report, which is to be signed by the parent, and returned to the school. Progress reports may be sent at the mid-point of the marking period or any time the teacher deems it necessary. Students who do not complete the required work for a marking period will receive an Incomplete on their report card for that subject. The Incomplete remains until the assigned work is completed: if it is not completed, the next report card will show a failing grade for that subject.



A+ For America
CATHOLIC SCHOOLS

LETTER GRADES

E Excellent (93-100)	S+ (85-92)	P Pass
S Satisfactory (80-84)	S- (70-79)	F Fail (below 70)
U Unsatisfactory (below 70)		I Incomplete

Percentage Grades 0-100

PRIMARY – GRADES 1-2-3

Letter Grades		Percentage Grades
Christian Doctrine	Music	Language Arts
Grammar & Writing (Grades 2 - 3)	Art	Mathematics
Social Studies	Penmanship	Spelling
Science	Physical Education	
Technology		
Spanish		

INTERMEDIATE AND JUNIOR HIGH – GRADES 4-8

Letter Grades		Percentage Grades	
Christian Doctrine (Grades 4-5)		Christian Doctrine (Grades 6-8)	
Music	Technology	Language Arts	Social Studies
Physical Education	Spanish	Grammar & Writing	Science
Penmanship	Art	Mathematics or Algebra	Conduct
		Vocabulary	

Kindergarten: Kindergarten receives a specially designed and graded report card.

HONOR ROLL

Students in grades 4 through 8 attain the honor roll
when **all** report card grades fall within the ranges indicated below.

	High Honor	Honor	Achievement
Percentage Grades:	93 – 100	85-92	80-84
Letter Grades:	E	S+ P	S P

Physical Education: Law mandates that students shall attend and participate in the physical education program. Medical certificates of limitations must indicate the area of the program in which a student may not participate.

ACADEMIC EVALUATION - SPORTS SUSPENSIONS

A student must maintain a grade average of 70% or higher or a letter grade above U or F, in all subject areas in order to be eligible for participation in any sports program or extracurricular activity. When a student receives an academic progress slip indicating an average falls below passing in any subject at any time, a two-week suspension from these activities will result. The suspension will continue until a passing average has been attained.

On the day of a game, a student suspended due to grades or conduct is not permitted to ride the team bus to or from the game. When a student chooses to attend the game, the student is not permitted to sit with the team or cheerleading squad.

STANDARDIZED TESTING

Students in grades 2 – 8 participate in standardized testing, and Cognitive Abilities Tests are administered to students in grades 4 and 7. It is most desirable for students to take these important tests with their classmates on the scheduled dates. Test dates are announced in advance to avoid scheduling trips or appointments, which would cause the child to be absent from school at those times.

The ACRE test for assessment of understanding of the Catholic faith will be administered in grades 5 and 8 yearly.

HOMEWORK

Homework reinforces class work. Homework is not synonymous with written work. It is often necessary for students to read, reread, and study material presented in class. Encourage your child to develop good study habits, which include reading and studying the subject material. Students are expected to be responsible for recording and completing all assigned homework. Assignments may be accessed through the school website listed on the Handbook Cover. Homework assignment notebooks are encouraged. Students must make up homework when absent.

Homework times may vary according to grade levels, assignments, and individual ability. The suggested time for homework each night is 30 minutes for students in grades K-3, 60 minutes for students in grades 4- 6 and 60 to 90 minutes in grades 7-8. Long-range assignments need to be planned out to eliminate the necessity for last minute completion of an assignment.

Parents can help their children by arranging a quiet, comfortable place to work and by seeing that assignments are completed.

PLAGIARISM

The Internet has a wealth of information available to students for research. It also creates opportunities for students to use material that is not theirs. Any student turning in an assignment that is found to have plagiarized material is aware that full credit will not be given for the assignment. Deductions will be taken according to the amount of plagiarized material.

RETENTION

In cases where the principal and teacher feel a student would benefit from retention, the parents are informed at least two months prior to the end of the school year. The decision is based upon a student's academic performance and /or social development. The final decision is made by the principal. If parents oppose the decision, the principal may use one of two alternatives:

1. Transfer the student to the next grade after the parent signs a statement that he/she understands that the transfer is against the professional judgment of the principal and the teacher(s). It is understood that the child was transferred to the next grade upon parent request and not promoted by school professionals.
2. The parent is asked to transfer the student to another school and not return to Holy Name. A letter will be sent to that school stating that promotion is against Holy Name teacher and administration advisement.

COMMUNICATION

Communication between the school and the home is vital. Parents are encouraged to contact the teacher when a question arises concerning policy or particular circumstances. If a concern still exists, parents are encouraged to schedule an appointment with the principal.

Folders: Student folders are sent home approximately every two weeks. These folders indicate a student's academic performance, homework and conduct status. Parents should review the work, sign the folder as indicated, and return it to school the following school day. The papers may be kept at home.

School News: School calendars and the principal's newsletter are sent home with one family member each month. They provide information concerning school activities, meetings, days off, lunch menu, school policies, school programs, etc. Announcements are made through the School Reach Parent Communications system.

Conferences: Parent/Teacher Conferences are scheduled at the end of the first and second marking periods. Parents may contact the school at anytime during the school year to request a conference.

CHILD STUDY

The purpose of a Child Study is to address concerns teachers or parents have regarding students who are experiencing academic difficulties, behavioral concerns or other issues impacting school performance. Once the study is initiated an action plan to help address these concerns is developed and the progress of the child will be monitored. The Child Study Team will recognize each child's unique learning style, appreciate his/her strengths, and acknowledge his/her natural desire to be successful. Parents will be notified by the school of the time and date of the Child Study meeting and invited to participate. A copy of the action plan will be on file in the school office.

AUXILIARY SERVICES

The following services are provided by the State of Pennsylvania to aid our educational program: social worker, reading specialist, guidance counselor, psychological services, English Language Learner services, nurse and speech therapist.

KID WATCH

Kid Watch, a before and after school program, is available for children who arrive before 8:15 AM or depart after 3:05 PM. A notice of hourly rate and registration form is sent home prior to the opening of school. Parents are to inform the homeroom teacher when the child is attending an afternoon session. The morning hours are 7:00AM – 8:15AM. After school hours are 3:05 PM – 5:30 PM. Adult supervision is provided. Students who are attending a sports practice or extracurricular activity meeting in the school before Kid Watch must sign in with the Kid Watch supervisor at 3:05 and then may report to their activity. In the event of a weather delay, the hours for **Kid Watch** will coincide with the delay. (Example – a 2 hour school delay means **Kid Watch** will begin at 9:00 AM). The hourly charge will be doubled if a student is not picked up by 5:30; habitual abuse will lead to termination of the service.

FIELD TRIPS

A standard permission form must be signed and returned to the school prior to the scheduled field trip for the student to participate in the trip.

A student who fails to submit a standard permission form prior to the trip will not be permitted to participate. Only the STANDARD PERMISSION FORM obtained from the school office is acceptable. Notes from parents or legal guardians giving permission are not acceptable.

Field trips are a privilege. No student has an absolute right to a field trip. A student may be denied participation if he/she demonstrates inappropriate behavior, or does not meet academic standards including grades, class assignments, and homework. Parents have the right to refuse their child's participation in a field trip. However, the child must report to school the day of the field trip or be marked absent.

Participation in field trips is restricted to those students in the class for which the trip is scheduled. Siblings or other children are not permitted to attend field trips. All designated chaperones are required to have completed the *Protecting God's Children* training and submit criminal background checks.

MEDICAL

Injury: If a child incurs an injury outside of school activities, Holy Name School must be notified.

Illness: A student who is ill must report to the school office. No student can be dismissed without the permission of the principal or other designated personnel. In an emergency, every effort will be made to contact parents or persons listed on the emergency card. However, emergency personnel will be called if a child's physical well-being is deemed to be in danger.

Medication: Parents are asked to schedule medications so that they can be given at home and not in school. If it is necessary to administer medications in school, the original prescription bottle must be brought to the office. A standard state form must be completed and brought in with the prescription. Forms are available in the office. The nurse will administer the prescription drugs. In the absence of the nurse, office personnel will administer the medications. All medications will be given at lunchtime. Medication prescribed for three times a day can be given before school, after school, and at bedtime.

Non-prescription medications: These are not to be brought to school. Students are not permitted to have non-prescription medications in their possession.

Communicable diseases: These must be reported to the school office.

Vision and hearing examinations: Exams are performed each year. The laws of the state of Pennsylvania require that physical and dental examinations be given to specific grades. A family physician or dentist may give this examination.

Sports: Students who participate in school-sponsored sports programs must receive a physical examination before participating in practice or sporting event. If any health problems are indicated on the physical, it is the parents' responsibility to seek the proper medical care while the child is participating in any sport. The school provides the medical forms. Only the school forms are accepted. Violation of this requirement may result in suspension from sports programs.

Animals: For health and safety reasons, parents or students are not permitted to bring animals on school property or to any school functions. Animals are only permitted when there is a scheduled supervised program.

CHILD ABUSE

The State of Pennsylvania mandates that school staff and auxiliary personnel who, in the course of their employment, have contact with children and have reason to believe that a child coming before them in their professional capacity is an abused child, must call Childline (1-800-932-0131).

INSURANCE

Parents may choose to participate in the insurance program offered by the diocese. Literature and application forms are sent home each September with the children. Any student participating in the sports program must have personal insurance coverage. The school does not cover injuries sustained in sporting events or practice.

WELLNESS

Recognizing the gospel value of the sanctity of life, Holy Name School attempts to foster in all students a respect for the gift of health. We also realize that it is our task as educators to educate our students in body, mind and spirit. This impels us to recognize the value of proper nutrition and physical activity in the development of each child entrusted to our care. Student wellness is related to well-being, growth, development and the ability to learn. Holy Name School is committed to providing an environment that promotes student wellness, nutrition education, and physical activity to students. A healthy school environment will assist the students in learning to make good choices regarding proper nutrition and physical activity. Parents are encouraged to assist their children to make better choices in these areas. Accommodations are made for children with documented food allergies.

LUNCH-MILK PROGRAM

A hot lunch program and milk program is available to our school. Confidential forms for free or reduced lunches are sent home the first week of school. The form can be completed at any time during the school year if there is a change in family status. This program is operated in accordance with the U.S. Department of Agriculture policy, which prohibits discrimination on the basis of race, color, sex, age, handicap, religion or national origin. Any person who believes he or she has been discriminated against in any USDA-related activity should write to: Administrator Food and Nutrition service, 3101 Park Center Drive, Alexandria, VA 22302

CAFETERIA

The school cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, a well-balanced lunch is offered each day. Parents are requested not to deliver lunches from local fast food restaurants to school. In accordance with the school wellness policy parents/students are asked not to pack soda. Students may order a lunch during homeroom period. Students who are tardy must report to the school office to order lunch. In order to keep the cafeteria clean and functional, the following rules must be observed:

- Adhere to the guidelines of the food service program
- Move into and through the cafeteria lines at designated places only.

- Keep the cafeteria line orderly with no cutting or jumping of lines. Cafeteria lines will move with order and efficiency if students are polite and patient while waiting their turn.
- Talk in a normal tone of voice.
- All food items including beverages must be consumed in the cafeteria.
- Be respectful and courteous to all cafeteria personnel and volunteers.
- Return trays to the designated area.
- If a negative balance of \$49.95 is reached, your child will be offered milk and a peanut butter sandwich and will not be able to order lunches or extras until this amount is paid in full.

SCHOOL AND PERSONAL PROPERTY

Respect for all school property and the property of other students is expected. Deliberate damage to any school or personal property will result in replacement cost and disciplinary action.

- All books are to be covered. Writing in books is prohibited. Inappropriate writing in consumable books is also prohibited. Excessive writing on book covers is not permitted.
- All students must have a book bag to help protect the books.
- Lost or damaged books must be paid for at current value.
- Students are responsible for their personal property. Students are not to bring unnecessary amounts of money to school. No electronic devices may be used during school hours or on school property including at Kid Watch, bus benches, cafeteria and gymnasium.

The school/parish will not assume responsibility for personal property that is brought to school.

CELL PHONES

If parents deem it necessary that students bring a cell phone to school the following conditions must be met:

- Phones must be kept in the OFF position and may not be carried by the students during school hours.
- Phones may be turned on only after the student has departed from the building.
- No cell phones may be used for picture taking or text messaging.
- Cell phones may not be used for game playing, Internet or e-mail access, or making purchases.
- Those who violate any of the rules regarding cell phones may forfeit the privilege of bringing them to school.
- The first violation of this policy will result in an immediate detention and loss of 10 conduct points.
- Confiscation of the cell phone will occur with a second offense, along with the loss of an additional 10 conduct points, detention, and the student will not be permitted to bring the phone to school/practice for the remainder of the school year. A parent/guardian will need to come to the school to pick up the phone.

TELEPHONE USE

The use of the office telephone is limited. Students may not use the phone to call home for items that they are responsible for on a regular basis (i.e. gym clothes, books, homework, lunch).

When a student's lunch is forgotten at home, he/she will need to purchase a school lunch on credit.

DRESS REGULATIONS FOR STUDENTS IN GRADES 1 THROUGH 8

GIRLS

- The uniform consists of a skirt or jumper, blouse, sweater, socks and shoes as described below. Holy Name School burgundy polo shirts are permissible on designated days.
- The length of uniform skirts and jumpers is to be modest, touching the top of the knee.
- Navy blue or black dress slacks may be worn from November 1 to March 31. If belt loops are present, a belt (black, brown or navy) must be worn. “Dress slacks” means slacks that are designed to hang straight. Dress slacks are not designed to hug the contours of the body. Dress slacks do not have rivets, external patches or oversized pockets. The dress pants should not have bell bottoms or be ragged on the bottom. Faded slacks, corduroys, stretch pants, jeggings, and jeans are not permitted. Pants are to be worn at the waist.
- Blouses are to be solid white oxford or broadcloth with a button-down or Peter Pan collar. Polo type shirts are not considered blouses. Blouses must be completely tucked in and the waistband or belt visible. Only white t-shirts without printing may be worn under the blouse. Turtlenecks are not allowed. Only the top button may be unbuttoned. Long sleeves are not to be rolled up. Cuffs are to be buttoned at all times.
- Sweaters and vests are to be solid navy blue, white, gray or burgundy (not red). They may be cardigan or pullover style, without hoods. Sweatshirts are not part of the school uniform.
- Dress crew type or knee socks are to be solid navy blue, black, white, gray or burgundy. Socks must be free of designs including company logos. Argyle socks are not permitted.
- **Solid, dark colored dress shoes**, which are practical and safe for the school environment, are to be worn. They may not be open backed, moccasin type, or have a measurement of more than two inches in combined height of sole and heel. Students who wear boots to school in the winter must bring dress shoes to wear during the school day.
- Make up and body glitters are not permitted. Only clear nail polish is acceptable. Hair accessories should be simple and match the school uniform. Earrings should be small and no more than two pairs may be worn. Ear clips/ cartilage piercing earrings are not permitted. No more than one necklace and one ring may be worn at time. Chokers are not permitted. Hairstyle is expected to be reasonable. If a style is deemed inappropriate for a Catholic school student, parents will be notified with the expectation that it be changed. Students are to keep their hair its natural color. Hair coloring by highlighting, bleaching, streaking, etc. is not appropriate.
- Sneakers are required for gym class. For safety purposes, zippered sneakers should not be worn. Shorts or sweat pants, and t-shirts or sweatshirts are to be worn. Girls should not wear jewelry to gym. No aerosol cans or bottles of perfume / cologne are permitted.

BOYS

The uniform consists of slacks, belt, shirt, tie, sweater, socks and shoes as described below. Holy Name School burgundy polo shirts are permissible on designated days.

- Dress slacks must be navy blue or black. If belt loops are present, a belt (black, brown, or navy) must be worn. “Dress slacks” means that no sport pants, jeans, or jean type fabric may be worn. Pants with external pockets and / or zippers on the pockets are not allowed. Ragged bottoms, faded slacks, or corduroys are not acceptable. Pants should

- properly fit the student and not be worn hanging below the waistline or sitting on the hips. Excessive bagginess is unacceptable.
- Dress shirts must be either white or light blue and made of oxford or broadcloth material. No jean type fabric, flannel type, pullover shirts, or turtlenecks are allowed. Long sleeves are not to be rolled up. Cuffs are to be buttoned at all times. Shirts are to be buttoned at the neck and completely tucked in with the waistband or belt visible.
 - Solid color or mildly patterned ties must be worn. Ties, which display cartoon characters, sports figures, animals, stars and stripes, etc., are not permitted. Tie knots are to cover the top button on the shirt.
 - Solid color white, burgundy, navy blue or gray sweaters or vests may be worn. Sweaters may be cardigan or pullover style, without hoods. Sweatshirts are not part of the school uniform.
 - Socks are to be white, black, navy blue, or gray.
 - **Solid, dark colored dress shoes** which are practical and safe for the school environment are to be worn. Sneakers, army type boots, work boots, black soft bottom walking shoes and moccasin style shoes are not permitted. Students who wear boots to school in the winter must bring shoes to wear during the school day.
 - Earrings or jewelry are not permitted.
 - Sneakers are required for gym class. For safety purposes, zippered sneakers should not be worn. Shorts or sweat pants, and t-shirts or sweatshirts are to be worn. No aerosol cans or bottles of perfume / cologne are permitted.
 - Hairstyle is expected to be reasonable and should not cover the eyes or shirt collar. If a style is deemed inappropriate for a Catholic school student, parents will be notified with the expectation that it be changed. Students are to keep their hair its natural color. Hair coloring by highlighting, bleaching, streaking, etc. is not appropriate.

Dress for physical education: Students are required to wear sneakers. Students in grades Kindergarten through 5 will be permitted to wear their sneakers all day on their gym day. Students in grades 6 through 8 will be required to change for gym class into shorts or sweat pants and t-shirts or sweatshirts. Students are not permitted to call home when gym clothes are forgotten.

UNIFORM COMPLIANCE

Parents are expected and encouraged to assist in the student's full compliance and cooperation with the dress code. Parents will be notified of dress code infractions. Repeated violations of the dress regulations will result in the loss of conduct points.

The principal reserves the right to determine if clothes and hair are in accordance with the dress regulations. The principal reserves the right to request that clothing deemed inappropriate not be worn to school.

UNIFORM PURCHASES

Schoolbelles Uniform Company – Ross Park Mall, 7440 McKnight Road, Ross Township, PA 15237 1-412-630-8480

Toll Free Phone Orders: 1-888-637-3037

Online Orders: Schoolbelles.com

Holy Name School burgundy polo shirts can be purchased through the school.

KINDERGARTEN DRESS CODE

Kindergarten students are asked to wear clothes appropriate for a Catholic school atmosphere. Students are expected to dress appropriately for the weather. Casual clothes and sneakers are permitted. Socks are required at all times. Shorts are permitted during warm weather.

JEANS DAY DRESS CODE

The following is the dress code for special days when students are permitted to wear jeans:

- Jeans or casual slacks. Sweatpants, wind pants, and shorts are **not permitted**.
- Shirts should be neat and appropriate for school. Bare midriffs, spaghetti straps, tank tops, and fishnet shirts are **not permitted**.
- Sneakers may be worn. Socks are required. Sandals or flip-flops or backless slippers/shoes are **not permitted**.

HOLY NAME SCHOOL DISCIPLINE POLICY

Holy Name School is dedicated to educating the total child by developing character as well as academic potential. Additionally, we believe children have the right to a disciplined learning environment in order to develop their potential. It is our responsibility to ensure that such an environment exists by enforcing a code of conduct, which encourages consideration for the rights of others and develops a sense of personal responsibility for behavior.

Student behavior is to reflect the Catholic Christian values on which the school is based. Students are to show respect for all members of the school community and should expect to receive that respect in return. Name-calling, put downs, belittling comments, and sexual comments, whether written or spoken are not acceptable. Repeated offenses or flagrant disrespect toward any member of the school community will result in a one to three day suspension. The student and his/her parents must meet with the school principal before being readmitted to school. The school reserves the right to take further action (extended suspension, dismissal) based on the circumstances of the incident. Students who possess and /or distribute material of a malicious nature in school will be subject to the consequences listed above.

Developing self-control and responsibility is a process. Therefore, discipline techniques will vary with the age and maturity level of the students. However, any discipline policy is based on the fact that every action has a consequence, whether positive or negative. Children at all levels can learn which consequences they are choosing and be responsible for those choices.

The administration reserves the right to discipline students for off-campus conduct that detrimentally impacts the school.

CODE OF CONDUCT

GRADES K-3

From kindergarten to third grade, students are taught principles of honesty, courtesy, consideration, and responsibility in an atmosphere of respect for self and others. Each classroom develops and enforces a conduct code appropriate for the level of the children in the class.

GRADES 4-8

All students will begin each marking period with 100 conduct points. Deductions will be made when the student violates the conduct code set forth below. A conduct grade, determined by the number of points remaining from the initial 100, will appear on the student's report card and is included when determining the Honor Roll. The student's conduct grade is also reported periodically when folders are sent home.

A student may lose points from their conduct grade, depending on the severity of the behavior, for the following actions:

- Misconduct in or on school property or buses
- Chewing gum on school property
- Disrespect for school property or the property of others
- Disrespectful behavior toward school personnel, other students, volunteers, or visitors
- Vulgar language or gestures
- Consistent dress code violation
- Conduct unbecoming a Catholic school student
- Violation of cell phone and electronic policy
- Violation of Technology Acceptable Use Policy

DETENTION

1. A student can receive detention in two ways:

- A. When a student accumulates ten conduct points during a marking period.
More than one detention can be given during a marking period.
- B. When the behavior is deemed serious enough and warrants more than a loss of a few points. This will be reflected in an automatic loss of ten conduct points from the conduct grade.

2. Detentions are cumulative throughout the year.

3. A detention slip is sent home when a student is required to serve a detention. The slip must be signed by a parent/legal guardian and returned to school.

4. When a student receives his/her third detention, he/ she will:

- A. serve the detention
- B. serve a one-day in-school suspension.

5. When a student receives his/her fourth detention, he/she will:

- A. serve the detention.
- B. serve a two-day in school suspension
- C. meet with the principal and pastor

6. When a student receives his/her fifth detention, he/she will:

- A. be suspended from school for two days.
- B. serve the detention on the day he/she returns to school.
- C. a parent conference will be held to discuss future disciplinary actions.
- D. students are responsible for making up all work, which was missed during the suspension.

7. An accumulation of suspensions may result in dismissal from Holy Name School.

8. Participation in all graduation activities, field trips, or other school activities may be affected with an accumulation of detentions.

The principal reserves the right determine a student's participation in graduation activities based on behavior and academics.

SERIOUS VIOLATIONS

When behavior is deemed to be serious by the principal, the conduct may warrant an immediate detention, suspension, or dismissal from Holy Name School. The consequences will be determined based upon the seriousness of the case and resultant effects of the conduct.

Examples

- flagrant disrespect of any member of the school community including visitors and volunteers
- deliberate destruction or defacing of parish, school or another's property
- possession, selling, or use of legal or illegal drugs, weapons, tobacco products, etc...on school grounds or at any school function
- conduct that endangers the safety of others
- verbal or written threats
- other behavior which is deemed serious

The principal is the final recourse in all disciplinary situations and may waive any disciplinary rule for just cause at his/her discretion. Police will also be notified.

SPORTS AND CHEERLEADING

When a student receives a second detention in a marking period, he/she will be suspended from practice for one week and any game(s) scheduled during that week and/or weekend. The day the student receives the second detention will determine when the one week suspension begins.

SCHOOL ADVISORY COUNCIL

A School Advisory Council (SAC) comprised of the principal, pastor, and two faculty members will review all cases of suspension and will hear all cases for dismissal from Holy Name School.

WEAPONS POLICY

A weapon is defined as a gun, knife, sharp object, spray, or other object that can be construed as a weapon and can be used to cause bodily harm. The rule does not apply to normal school supplies (i.e. pencil, compass, rubber bands) unless such instruments are utilized in such a manner as to reasonably be construed as weapons or dangerous instruments.

If there is a report of a weapon in school, a search of the student and the student's bookbag, coat areas and desk will be conducted. Parents will be notified that a search has been conducted. If a weapon is found, the police will be notified. The student will be suspended for three to five days and the incident will be further investigated. Further action may be taken by the school (extended suspension, dismissal) based on the results of the investigation.

If a weapon is used to threaten or harm at school, or during school sponsored events, the police will be notified and the student will be dismissed from Holy Name School.

VIOLENCE / BULLYING

Violence is any word, look, sign, or act that inflicts or threatens to inflict physical or emotional injury or discomfort upon another person's body, feeling, or possessions. Bullying is recognized as a type of violence that occurs whenever a student intentionally, repeatedly, and over time inflicts or threatens to inflict physical or emotional injury or discomfort on another's body, feelings, or possessions.

Bullying will not be tolerated. The No-Bullying Program presented each year reviews bullying behavior, how to handle bullying situations and empowers students to report bully behavior. The students are made aware of the consequences for bullying which begin with intervention and progress to filing of a bullying report form, loss of conduct points, denial of activity where behavior is occurring, contacting parents, appointment with counselor, suspension, professional counseling, administrative and pastor involvement, and dismissal from Holy Name School.

All threats of violence will be investigated. If the administration finds evidence of a serious threat, parents will be notified and the student will be suspended for three to five days. The student must meet with a counselor and follow all recommendations made by the counselor. The student and his/her parents must meet with the school principal before being readmitted to school. The school reserves the right to take further action (extended suspension, dismissal) based on the circumstances of the incident.

Any incidents of fighting will result in an in-school suspension. A second incident will result in a two day out of school suspension. A student may be dismissed from Holy Name School for repeated incidents of fighting.

DRUGS AND ALCOHOL

A drug is defined as any alcohol, controlled substance, tobacco, prescription medication, abused substance or substance intended to alter mood.

If a student is suspected of using drugs, parents will be notified. If the use is verified by the administration, the student will receive a three to ten day suspension. The student must comply with all recommendations.

Any student caught distributing drugs will be suspended for three days and a hearing will be held to determine dismissal from Holy Name School. Police will also be notified.

Any prescription medication to be administered during the school day must be taken to the school offices as soon as the student arrives at school. A standard form must be completed and brought in with the prescription. Forms are available in the school office. The nurse will administer the prescriptions drugs. In the absence of the nurse, office personnel will administer the medications.

BUS REGULATIONS

Students are not permitted to ride buses from outside their district.

Students who ride the bus are to follow the bus regulations set down by the carrier and the school. Repeated misconduct is sufficient reason for a student to be refused transportation.

Parental concerns regarding bus transportation need to be directed to the bus company providing the service.

The following rules and regulations shall govern the conduct and safety of students transported by bus. Students are expected to conduct themselves in a responsible manner while boarding, while riding, and while departing the bus.

The following conduct is not permitted:

- yelling
- throwing objects
- eating on the bus
- sitting with feet in the aisle
- standing or moving about while the bus is in motion
- fighting
- verbal abuse
- profane or obscene language or gestures
- destruction of bus seats
- other offenses or violations that might not be covered above but are deemed disruptive to other students or the bus driver

Windows in the bus may be opened only by permission of the bus driver. When windows are open, students are not permitted to extend any part of their bodies beyond the window ledge.

All students shall depart the bus only at their usual boarding or alighting place unless prior written permission has been granted by the parent/guardian and approved by the principal.

The bus driver and school may use one or more of the following levels of discipline to control student conduct:

- verbally warn student of infraction of rules and possible consequences
- assign a student to a permanent seat
- report repeated violations to the principal who will notify the parents
- given written report of violations – three written reports may result in suspension from the bus for a period of time

LIBRARY

Students are encouraged to use the library for reference work and reading enjoyment. Learning the rules for the library and observing the rules help to develop good citizenship and stewardship. A student's respect for library materials ensures that future students will have materials available to them.

When a student borrows a book from the library, the due date is stamped inside the back cover. After that date a fine may be charged to the student for each day the book is overdue. Students who have overdue books will receive computer generated notices indicating the fines and will not be permitted to take other books from the library until the fine is paid. Students are responsible for reimbursement of lost or damaged books.

Reference books are not to be taken home.

A quiet calm atmosphere is a must in the library. Librarians have the authority to correct inappropriate behavior. If the correction is ignored, students will be sent to the office.

Accelerated Reader is a computerized learning system that Holy Name uses as an assessment tool. Each student is required to accumulate a set number of AR points each school year. Students in

grades 1 through 3 receive point assignments for each marking period from their teacher. Students in grades 4 through 8 are informed of the number of points that are to be acquired by the end of the school year. This number increases at each grade level. Students may only take tests on books that are within their assigned reading level, which is determined by the *STAR Reading* test.

Summer library hours are offered.

BIRTHDAY CELEBRATIONS

Students are permitted to bring a simple, healthy birthday treat to school. These treats are distributed at lunch time. The treats are for the students in the child's homeroom ONLY.

Party invitations may be submitted to the teacher and then distributed at school if the following is true:

- 1) Every child in the homeroom/grade receives an invitation;
- 2) All the girls/boys in a child's homeroom/grade receive an invitation.

Birthday balloons or flowers are not to be delivered to the child at school.

Birthday Book Club: Holy Name Library sponsors a Birthday Book club to honor students and help the library grow. For a fee, students select a book and a bookplate is placed in the front of the book with their name and birth date. The students will be the first to check out the new book and then the book becomes part of the regular selection.

BICYCLES / SKATEBOARDS

It is strongly recommended that bicycles remain at home, and the students use the bus or walk to school. Should the case arise where it is necessary for a student to bring a bicycle to school, the following needs to be noted:

- The bike should be parked in an area where it can be secured with a lock. Bicycle racks are not available.
- The school is not responsible for damage or theft while the bicycle is parked on the school or parish property.
- The student does not have permission to use the bicycle during school hours. Students must walk their bicycles while on school property. Bike riding is not permitted on school property.
- Skateboards are not permitted at any time on school or parish property.

HOME AND SCHOOL ASSOCIATION

A. Membership Eligibility: Membership requires that the individual be:

1. a parent or legal guardian of a student attending Holy Name School or
2. a member of the Holy Name School faculty

B. Categories/Privilege of Membership

1. Active – A parent or legal guardian of a student attending Holy Name who has paid the dues in accordance with Section C of the article. Active members shall have voting privileges.
2. Associate – A parent or legal guardian of a student attending Holy Name School who does not pay dues. Associate members shall have no voting privileges.
3. Honorary – All members of the Holy Name School faculty will be exempt from paying dues but shall have voting privileges.

C. Membership dues shall be two (\$2.00) per person, per year. A complete copy of the by-laws is available upon request.

RIGHT TO AMEND HANDBOOK

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

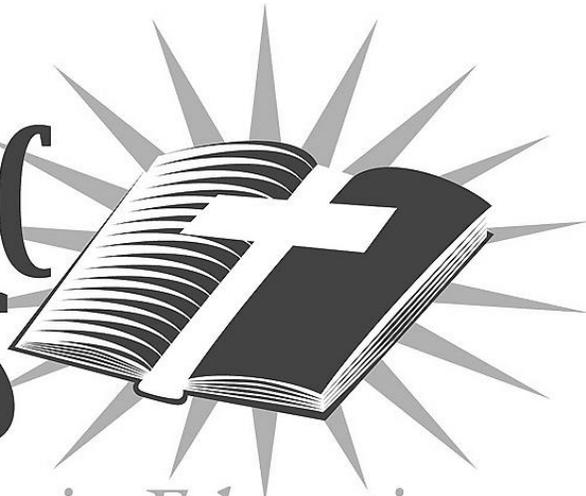
**** Child refers to one or more children

**** You refers to parent/legal guardian

THANK YOU

Thank you for taking the time to read this handbook and for familiarizing yourself with and abiding by the policies and procedures of Holy Name School.

**CATHOLIC
SCHOOLS**



The Good News in Education

CURRICULUM and METHODS

Our research based curriculum is designed to prepare students to meet the challenges of an ever-changing world. Knowledge of God, which will enable students to respond to a rapidly changing society in a holistic way, is at the core of this preparation. The master of basic skills is crucial, but there is significant effort to challenge students to go beyond the mastery of basic skills and apply their knowledge. Students leaving Holy Name will possess knowledge of God, academic content, and thinking skills that will enable them to function as inquirers and problem solvers in today's world.

CHRISTIAN DOCTRINE

“We must remember that religious values and motivation are cultivated in all subject areas and, indeed, in all the various activities going on in the school.” This statement from *The Religious Dimensions of Education in a Catholic School* helps to describe the religious atmosphere at Holy Name. Our program provides for a strong foundation in the Catholic faith and guidance in living out the Gospel values which Jesus taught. Our formal religion classes and academic curriculum, stewardship projects, global education, and the elements listed in our mission statement and philosophy all contribute to a child's holistic educational experience.

Catholic Schools
Character. Compassion. Values.



PRESCHOOL

The Preschool offers programs for three and four-year olds. There are two certified teachers and classroom aides for each session. Social interaction is the focus of the three-year-old preschool program. Through this social interaction, the children develop an awareness and respect for one another's thoughts and feelings, are provided positive and developmentally appropriate experiences that nurture and enrich the children's self-esteem. The children are also gradually introduced to the various domains of learning. At the center of all these experiences is each child's opportunity to discover God's love and to learn about the life of Jesus. The four-year-old preschool program is a blend of socialization and academics. The preschool curriculum provides a strong foundation and aids in the preparation for Kindergarten.

MATHEMATICS/ALGEBRA

At Holy Name, math is not just about numbers. It is about teaching strategies to help students successfully solve problems in many aspects of their lives. The math curriculum follows the National Council of Teachers of Mathematics standards and is research based. Computation, mental math, estimation, geometry, graphing, statistics, probability, algebra and problem solving strategies constitute the core of the math instruction. The use of manipulatives, calculators and computers are an integral part of the learning process. Strong emphasis is placed on the application of math concepts to everyday life experiences. From Kindergarten through the eighth grade, students are provided opportunities to develop effective thinking skills and sequential problem solving processes. Differentiated learning styles are addressed with the use of the *Accelerated Math* program.

LANGUAGE ARTS (English, Spelling, Reading, Penmanship, Phonics)

From Kindergarten to eighth grade, the language arts program uses the latest research based reading strategies as well as the phonemic awareness continuum. This approach allows for differentiated instruction and learning. Through award winning literature, the reading instruction inspires enthusiasm and active participation. The use of Writer's Workshop engages students in the writing process. Literature circles allow students to explore and respond to entire novels. Interactive reading and theme development allow students to acquire an enjoyment for the written word as well as the necessary skills to make them successful readers and thinkers. Integrated curriculum, multicultural objectives, collaborative learning, and a variety of assessments provide the students with a well-balanced language arts experience.

Beginning in Kindergarten, and continuing through eighth grade, students are taught the writing process. Sentence structure, mechanics, penmanship, grammar, and spelling are stressed as a means for developing the vital skills of communication and self-expression needed in today's world. In addition, students in grades four through eight move from spelling to a more challenging vocabulary development program. When students complete the eighth grade, they are prepared to produce research papers, creative writing pieces, poetry, and other literary forms. The school's technology program instructs students in technological literacy to make use of appropriate electronic resources.

A user friendly and child-centered library is also a part of the language experience. Students learn to use the library to develop research skills and as a source for leisure reading. participate in the *Accelerated Reader* program.

SOCIAL STUDIES

The social studies curriculum seeks to establish an understanding of the past as it relates to the present and the possibilities for the future. History, geography, current events and specialty programs such as anti-drug education and the legal system make up the content areas. Through projects, guest speakers, audio visual materials, field trips and mastery of content, students develop a working knowledge of their world. They learn that life is a continuum rather than a series of separate events. This course of study empowers students to become informed, responsible citizens of their local, national, and global communities. Current event periodicals are used to support the curriculum. Pennsylvania History is taught at the intermediate level.

SCIENCE

The science curriculum encompasses all the major domains of the PA State Standards as well as the Environment and Ecology Standards. An inquiry approach is integrated at all grade levels. Students master process and content knowledge in the three major science areas of life, physical, and earth space. Analysis and application of data are key skills emphasized at the Junior High level. Keeping a detailed laboratory log and participating in a Science Expo are among the requirements as students progress through the grades.

COMPUTER

The computer curriculum provides students the opportunity to learn practical computer skills as well as experience computers as teaching tools. By the time students have moved through the curriculum from kindergarten to eighth grade, they will have used the computer to reinforce classroom instruction for drill and practice, to conduct research, and to learn keyboarding technique, word processing and desktop publishing. They also will be introduced to database, spreadsheet, and drawing programs, will use technology to prepare and present PowerPoint projects and will have experienced the Internet. Current events in technology, cyberbullying and Internet safety are also addressed. The classroom teacher and the computer teacher work together to design cross-curricular projects for the students that apply and extend the knowledge learned in curriculum areas as well as reinforce basic computer skills. Every student and parent is required to sign a Technology Acceptable Use Policy in order to utilize the equipment and school network.

SPANISH

Studies indicate that benefits are derived from studying a foreign language at a young age and that all children are capable of learning two languages in childhood. Spanish is taught in kindergarten through the eighth grade. Students complete lessons and activities in a fun and relaxed Spanish program while learning about cultures in Spanish-speaking countries. Students engage in conversation, and express feelings and emotions appropriate to their age group. At the seventh and eighth grade levels, advanced language skills are taught and students are equipped with learning strategies that will aid them as they continue their foreign language studies in high school and college.

MUSIC

Music theory, history, listening, singing, instrumental performance and the basic enjoyment of music are the components of the music curriculum. In grades K-6, students are taught keyboarding and the various musical instruments. Students can identify by sight and sound the woodwind, string, brass and percussion sections of an orchestra. Students in the seventh and eighth grades study the history of music, for example the Classical and Baroque periods, to the present. All students in grades 4-8 learn to play the hand bells and perform at school concerts and liturgies.

Another area of emphasis is participation in and understanding of liturgical music. Students learn music for school liturgies and discuss why particular songs are used in liturgy at different times during the church year. Our goal is to encourage students to fully, actively, and consciously participate in liturgy.

Students in grades 4-8 have the opportunity to join the band and school choir. Students in the band are charged a fee for a thirty-minute lesson each week and perform at a Christmas and a Spring concert and at various liturgies throughout the year.

PHYSICAL EDUCATION

The physical education program is designed to meet the needs of students as they progress through their physical and social development. Locomotor movements, physical fitness, and games help to develop physical skills and fair play with others. Students are encouraged to identify their own ability levels, to develop and/or accept their personal limitations, and to build upon their strengths.

ART

Art education is taught as an individual subject and is also integrated into other curriculum areas. Students explore art using a variety of media, are introduced to topics such as color coordination and perspective, and study famous artists and their work. Self awareness and self expression are an integral part of art. Students are encouraged to express themselves with colors, forms, and patterns. Students' art work is often displayed in the halls of the school, the cafeteria, library, and throughout the community. This provides for a sense of personality and individual expression for all to experience.

STUDENT ACTIVITIES

Band: Individual instrumental instruction is given on a weekly basis to interested students in Grades 4-8. Students also participate in a concert band. The band performs a Christmas concert and a spring concert.

Choir: Students in grades 4-8 participate in the children's choir. The choir participates in school liturgies and in Sunday liturgies. Christmas Eve is a special time when the choir provides a spiritual program prior to the early evening liturgy. The choir also performs various musicals.

Drama: Students participate in Christmas pageants and classroom plays. The Home and School Association sponsors several professional programs a year. Students also travel to local theaters to experience live performances.

Diversity Program: Each year a group of students participate in a diocesan program that provides opportunities for students to experience diversities in culture, race, physical abilities, and religion. The program concludes with a trip to the Holocaust Museum in Washington, D.C.

Contests: Students are encouraged to participate in a myriad of contests sponsored by local, state and national organizations. These help to develop a student's skills in art, creativity, language and knowledge about many aspects of life.

Student Council: Students in Grades 4-8 who meet the necessary requirements have an opportunity to become student council members. Together they create goals for the school year and establish projects that accomplish the goals.

Pennsylvania Jr. Academy of Science: This statewide organization promotes participation in science and math while developing an understanding of the scientific community. Jr. High students may choose to participate.

Forensics: Students in grades 6-8 are encouraged to gain self-confidence and improve their speaking skills through oral presentations in the categories of prose, poetry, informative, persuasive, impromptu, drama, and duo drama. Students compete within a Diocesan League.

Multimedia: Eighth grade students are provided an opportunity to participate in the Diocesan Multimedia Competition. Student teams design Power Point presentations regarding a specific topic chosen by the diocese. Two panels of judges, using comprehensive rubrics, evaluate the teams. This competition teaches students the importance of Internet literacy, researching skills, creative design and public speaking skills.

MATHCOUNTS: In keeping with national education goals of demonstrated competence in challenging subject matter and world preeminence in science and mathematics achievement, **MATHCOUNTS** affords interested students the opportunity to compete as individuals and as teams in a yearly math competition sponsored by the Johnstown Chapter of the Pennsylvania Society of Professional Engineers.

Reading Competition: The IU8 Reading Competition is open to students who are avid readers and enjoy sharing their knowledge of the books they have read. Students in Grades 5-6 have experienced success in this event for many years. Depending on the availability of a coach and the interest of the students, the program may also include a team the Junior High level.

Sports: Striving for total formation of the students, Holy Name School offers participation in a wide variety of athletic activities. Students at all grade levels have the opportunity to take part in sports in cooperation with Holy Name School, Bishop Carroll Catholic High School and the Young Peoples Community Center.

Other Activities: Students participate in various service projects, Pizza Hut Book-it, Officer Phil Safety Program, Science Expo, Diocesan Spelling Bee, Scribbs-Howard Spelling Bee, Math 24, Try-Math-A-Lot, First in Math, and the K and 8th grade buddy program.

Extracurricular activities are contingent upon parents and teachers who are willing to step forward and volunteer the time to sponsor the students' participation in the various activities.