

Our Lady of Victories School

36 Main Street
Sayreville, NJ 08872



Parent-Student Handbook
Revised September, 2016

FOREWARD

Our Lady of Victories School, Sayreville, New Jersey, is a Catholic elementary school, which provides a Christian environment for the academic education of youth under the Pastor, Principal, and Faculty within the Diocese of Metuchen. It is AdvancED Accredited.

PHILOSOPHY

Catholic Education makes our faith come alive through instruction in the unique setting of a school whose model teacher is Jesus Christ. The educational program of Our Lady of Victories provides for the development of the spiritual, intellectual, psychosocial, physical, social, and emotional growth of the students. It is through the dedication and commitment of the faculty, staff, clergy, and with the cooperation of parents and students that this is accomplished.

Teaching respect for authority in the home, school, and society creates the atmosphere of self-discipline and emphasizes our personal obligations of freedom with responsibility established under the guidance of the Sisters of Mercy.

THE MISSION STATEMENT OF OUR LADY OF VICTORIES SCHOOL

The mission of Our Lady of Victories School is to promote the faith values and beliefs of the Catholic Church while providing a strong academic program to the students enrolled in our school. The school strives to create an educational environment, which fosters the spiritual, social, intellectual, physical and emotional development of each child in the pursuit of excellence.

Therefore, we commit ourselves to:

- Recognize that Jesus is the model for our students.
- Create a school atmosphere which is rooted in sound Catholic teaching and practice.
- Recognize the uniqueness of each student and encourage each student to develop his/her fullest potential.
- Provide opportunities for professional growth and development of teachers.
- Work collaboratively with parents and the community to achieve our goals.

Parents as Partners

We thank you for choosing Our Lady of Victories School for your child/children's education. By doing so, you have formed a partnership with the faculty and staff. Each of us has a specific role. We depend on you to support us regarding all aspects of education, for example in all Academic matters, rules and regulations, etc.

Home School Association (HSA)

A Home School Association will be established in every elementary school in the Diocese and operate in accordance with the Constitution and By-Laws of the Diocesan Coordinating Committee for Home School Associations as promulgated by the Diocese of Metuchen.

In complying with this Policy, the following Procedures shall be observed:

- The local Home School Association will adhere to the Diocesan Constitution and By Laws for Home School Associations.
- The Home School Association is responsible for sustaining harmony between the home and school.
- All parents/guardians are members of the Home School Association.
- All activities which the HSA runs must be approved by the principal and pastor.
- The Officers of the Home School Association promote activities to: (a) raise funds, (b) encourage school spirit, and (c) promote a family environment within the school community.
- The funds raised by the Home School Association are to be maintained in the school's general account. The signatures of the HSA Treasurer and the pastor or the principal are necessary endorsements on all checks issued by the Home School Association.
- The fundraising goals are established collaboratively by the pastor or principal, and HSA. The revenue raised from fundraising will be used for the general operating expenses of the school.

Volunteers

All volunteers must be finger-printed along with a Criminal History Check and complete the Protecting God's Children Course (Virtus), sponsored by the Diocese of Metuchen before they are allowed to work on or in the school campus.

ADMINISTRATION

Pastor – Father Thomas Ryan

Principal – Rosalind M. Esemplare

ACADEMIC PROGRAM

The basic program of Our Lady of Victories School is to provide a quality education to each and every student based on the Diocesan curriculum. The Diocese of Metuchen has adapted some of the N.J. Common Core Standards but not adopted them. The curriculum is designed to meet the needs of the student while instilling a love for learning. PARCC Testing is not administered, Terra Nova III Standardized Testing is used. It is important that teachers, parents, and the administration communicate openly and frequently concerning the progress of students.

ADMISSIONS

Our Lady of Victories School is open to students who meet our age requirements for Kindergarten and First Grades. Kindergarten and First Grade students must be five years old and six years old respectively, by October 31st of the school year in which they are enrolling. Ages must be verified by a birth certificate. Immunization records must be complete and a physical examination is required when a student enters school. Students who wish to transfer from another school must schedule an interview with the principal before admission is granted. (Copy of the latest report card as well as an IEP), standardized test scores (if applicable) must be presented at interview. If it is determined that the school is not the proper placement, admission will be denied.

Catholic schools in the Diocese of Metuchen admit students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. The schools do not discriminate on the basis of race, color, national or ethnic origin in administration of educational policies, admission policies, scholarship and loan programs, and athletic and other school administered programs.

AFTER SCHOOL ACTIVITIES

After school activities are open to school students. Information will be sent home, as well as posted on the school website. These activities are held after school and parents are responsible for student transportation home. A signed permission slip is also a requirement. There are specific requirements for track participation. Information and forms will be posted in the spring.

ARRIVAL AND DISMISSAL

The double middle doors to the school building open at 7:30 AM. Students being driven to school should be dropped off **across the street.** The Crossing Guard will direct traffic. Students must be in class by 7:50 AM or they will be marked late. Buses will arrive in front of the school. At dismissal, buses line up in the parking lot behind the school. All students who are transported by car will be dismissed on Walk Lines 3,1,& 2 and are to be picked up **across the street from the school.** During dismissal no cars are allowed in the back of the school due to school bus activity. Students will be dismissed in the following order:

1. Walkers – Lines 3, 1, & 2
2. Bus students
3. Special Activities/Clubs
4. Aftercare Students
5. Parents and children are not allowed to return to school after hours for any reason.

***Please leave as soon as you have your child/children in order to clear the way for the other children and parents.**

ATTENDANCE

Students who are registered in a Catholic School in the Diocese of Metuchen shall comply with the New Jersey State compulsory attendance to the age of 16 years. Regular attendance is essential to the student's success in school. Most subjects are taught in sequence, requiring the understanding of each concept in the order of its presentation. Persistent absenteeism/lateness creates a genuine hardship to the student and is regarded as a very serious problem. The following reasons are sanctioned as excused absences:

- Bereavement
- 8th Graders allowed 1 visit to a high school as Freshman for a Day. It is not an excused absence for a 7th grader to visit a high school.
- Take Your Child To Work Day

ABSENCE

- To report an absence, parents are to call Mrs. Halmi, the school nurse, extension 302, not the office.
- Notes must be sent into school when the student returns to school.
- For homework & assignments, check the class website. If books are needed to complete the work, contact the teacher via school teacher website, or via voicemail. Call 732-254-1676 & listen for teacher's name to leave your message. Please do not call the school office as Mrs. Connors & Mrs. Farrell will not be able to help you.

BUS CONDUCT

Students are expected to conduct themselves properly while riding to and from school. The Principal/Local Public School Transportation Coordinator will deal with infractions of the bus behavior code. This may lead to a student being suspended from riding the bus. Bus regulation forms can be found on the school website.

BUS TRANSPORTATION

Bus authorizations are handled by the local public school district in which the student resides and must be filled out each year. No student may ride a bus unless a transportation form is filled out and returned to the school office and accepted by the Board of Education. Reminder: Busing is considered a courtesy given to us by the Sayreville School District.

CELEBRATIONS

Students may celebrate their birthday by bringing in a non-food item for each classmate. Food is not permitted due to the various food allergies that some of our students possess. This is to ensure the safety of all our students. Party invitations are also not permitted to be handed out in classrooms unless there is one for each child. Teachers are not permitted to give out students' phone numbers to other students. Each class has an HSA liaison who can address this type of inquiry. If there is a class celebration (for a Holiday) each student brings in their own snack and sharing is not allowed. No costumes are allowed for Halloween. It is a NUT Day (No Uniform Today).

CHANGE OF ADDRESS/NAME/PERSONAL TELEPHONE INFORMATION NUMBER/EMAIL ADDRESSES

It is imperative that the school have up-to-date information on each student in the event of student illness or emergencies. If there are any changes in the information, please send the change in writing to the school office. It is the responsibility of the parents to make telephone numbers/email address changes on the Honeywell Alert System. The school cannot do this.

CHANGE IN HOW A STUDENT GOES HOME

A written note, email, fax, or phone call to Mrs. Connors, the secretary. Please don't email changes after 1:30 pm, as it may not come through in time, and sometimes the office has a lot going on and may not have time to check emails before dismissal begins.

COMMUNICATION

Teachers should be the first line of communication regarding any concerns parents have regarding their child/children or policy questions. If after that communication a parent still would like to speak with the principal, they can make an appointment with Mrs. Connors, school secretary. Teachers can also be contacted by teacher school email, voice mail, or in writing. Answers will be provided within 48 hours, or sooner if necessary. Calls and emails will be answered after school as teachers are with the students and can't leave them unsupervised. Please do not expect answers after 4 pm. Teachers are not allowed to give personal phone numbers or email addresses to parents. This is in violation of policy and contracts. All teacher emails begin with first initial, last name @olvjn.com, dial 732-254-1676 and listen for the teacher's name.

CONFERENCES

Parent-teacher conferences take place after the first and second marking periods. Teachers will notify parents of conference dates and times. The dates will be found on the monthly calendar, class websites, and information sent home from classroom teachers. Parents can request a conference at any time by writing a note to the student's teacher, leaving a voice message for the teacher at school or e-mailing the teacher via the school e-mail. Teachers may also request a parent conference at any time. The school office doesn't arrange these appointments.

CRISIS DRILLS

The following are practiced during the school year:

- Fire Drill – once a month
- Lock Down – once a month
- Other types such as evacuation drills twice a year, shelter in place, active shooter

CORRESPONDENCE

All correspondence sent to school should have student name, date, grade, and purpose.

DISMISSAL POLICY OF A STUDENT FROM OLV SCHOOL IN REGARD TO PARENTAL/GUARDIAN COOPERATION

Parental cooperation is essential for the welfare of students. Normally, a child is not deprived of a Catholic education or otherwise penalized for actions of parents/guardians. However, the Principal may require the dismissal of a student when parents/guardians have been persistently and overtly uncooperative regarding school policies, regulations, or programs. Student dismissal may also be required when parents/guardians have interfered in matters of school administration to the detriment of the school's ability to serve their own or other children. If, in the opinion of the administration, parent/guardian behavior interferes with the teaching/learning process, the administration may require parents/guardians to withdraw their children and sever the relationship with the school. Harassment of administration, teachers, or students by parents/guardians may result in the dismissal of students. Tuition and fees will not be refunded if student is dismissed.

Discipline/Behavior

Teachers have the authority and responsibility to maintain discipline in their classroom. School discipline policies will be established in each class and consistency enforced.

The major objective is to obtain the respect, confidence, and the willing cooperation of the student. The kind of discipline desired is self-discipline, which the student imposes upon herself/himself. Therefore, the most effective discipline is that which occurs **before** the time of the infraction. The school follows the Diocesan Good God Choice Program.

The following lists some unacceptable behaviors and disciplinary action that will be enforced.

1. Fighting and aggressive behavior/Possible consequence
 - Parental notification
 - In-school or out of school suspension
 - Recommendation for counseling
 - Possible expulsion if no change in behavior
 - Reported to Diocese and local police officials

2. Bullying/Possible Consequences
 - Parental notification
 - Christian Awareness Project as deemed necessary by the school.
 - In school or out of school suspension
 - Possible expulsion if no change in behavior
 - Reported to Diocese and local police officials

3. Use of Profanity/ Possible Consequences
 - Parental notification
 - Will be handled on an individual basis
 - Detention after school

4. Possession of weapons or dangerous objects/Possible Consequences
 - Parental notification
 - In or out of school suspension
 - Reported to Diocese and local police officials
 - Possible expulsion if no change in behavior
 - Recommendation for counseling.

5. Possession of or use of drugs, alcohol or other controlled dangerous substances/possible consequences
 - Parental notification
 - In or out of school suspension
 - Reported to Diocese and local police officials
 - Possible expulsion if no change in behavior
 - Recommendation for counseling

6. Vandalism in any form/Possible Consequences
 - Parental notification
 - In or out of school suspension
 - Christian Awareness Project
 - Financial reimbursement
 - Possible expulsion if no change in behavior

7. Cell phones / Possible Consequences
 - Cell phones – collected by homeroom teacher each AM and returned to students at end of day
 - Must be turned off during school hours
 - Prohibited – if used during the school day, item will be confiscated and kept locked.
 - Responsibility of parent to pick up at school.

8. Chromebooks/Ipads/Computer Lab
 - Used for academic purposes only-approved sites are olvnj.com, discoveryeducation.com, and classroom.google.com. All other sites must be approved by principal and teachers.
 - Parental notification of violation
 - Loss of privileges of devices: 1st offense, loss of use of device for one week, 2nd offense, loss of use of device for one marking period, 3rd offense, complete loss of use of device
 - Detention
 - In-school suspension
 - Ineligibility for academic awards

9. Gum chewing /Possible Consequences
 - Prohibited
 - Parental notification
 - Detention

10. Cheating on tests, assignments, etc./Possible Consequences

- Prohibited
- Parental notification
- If determined that the student was cheating, a retest or new assignment may be assigned. For that particular assignment the highest possible grade will be a 55.
- Detention

11. Teachers have the authority to enforce all school and classroom rules.

In the event a child receives three (3) detentions, more than one (1) in-school or out-of-school suspension, and continues to exhibit discipline problems, the parents/guardians will be notified that Our Lady of Victories School is not the correct placement and, therefore, will be asked to find the appropriate setting for the child.

Dress Code

Our Lady of Victories School requires a distinctive uniform worn by all students. School regulations regarding the uniform policy will be enforced. All parents are asked to comply with the school uniform policy. If valid reasons exist for periodic exemptions, such as medical reasons, etc. parents should notify the homeroom teacher or school nurse before sending children to school “out of uniform”.

The summer uniform is optional and may be worn from the opening of school until the assigned date in October, and from April to the last day of school. Please check the October and April monthly calendars for specific dates. Summer and winter school uniforms are available from Flynn and O’Hara uniforms in Holmdel, N.J. (Not from any place else).

Dress Code for NUT Days (No Uniform Today)

Students must dress in clean and appropriate attire for a Catholic School:

- Dress slacks (boy/girl)
- Jeans (clean, not ripped or torn) boy/girl
- Blouse/shirt/sweater, etc. – suitable for Catholic school
- Skirt (girl) appropriate length – to the knee or longer
- Shorts in warm weather, appropriate length
- No flip-flops, sandals, or open-toed shoes.
- Parents will be called if a child is dressed inappropriately and a change of clothes must be brought to school
- When leggings or jeggings are worn, a long top must accompany it
- No tank tops.

UNIFORMS – BOYS FOR GRADES 1-8

Boys Winter Uniform:

Khaki pants, white dress shirt, short or long sleeved, plaid tie and navy pullover school sweater, black shoes, dark colored socks (above the ankle bone), no boots or sneakers. If the vest is available, it can only be worn in grades 1-3.

Boys Summer Uniform:

Khaki shorts, white or navy short-sleeve shirt, white socks (above the ankle bone), primarily white sneakers (no wheels), may have some color.

Winter Uniform for Boys Grade K

Khaki pants, school polo shirt, white or navy. No dress shirt or tie, navy pullover sweater. The rest is the same as above. Summer uniform is the same as above.

UNIFORMS – GIRLS GRADES K-8

Girls Winter Uniform:

Plaid khaki and navy kilt with white collared blouse and pullover navy sweater for girls in grades 6, 7, & 8, pleated plaid jumper, white Peter Pan collar blouse, cardigan navy sweater for grades K-5. Navy knee-socks or tights, no nylon stockings or knee-highs stockings. Black shoes (flat or low-heels).

Girls Summer Uniform:

Same as boys

Gym Uniforms are worn on Gym day. Gray or white tee shirts with school logo, navy blue gym shorts, white socks (above the ankle bone), white sneakers. Navy school sweat suits are to be worn as gym uniforms in cold weather.

Regular shoes or sneakers (tied or Velcro). Sneakers are worn on gym days or with summer uniform.

*Please don't cut the kilt to shorten it. These are school uniforms, not cheerleading skirts.

The **Administration** reserves the right to make decisions on questionable clothes.

FINGERNAILS

Fingernails should be natural and trimmed or filed down. For safety reasons, no tips or acrylic polish are permitted.

HAIR

No hair dyeing, bleaching, streaking or highlights for boys or girls. No bizarre or fad haircuts such as faux Mohawks, letters, numbers or designs shaved into hair.

BOYS – Hair should be worn in a short, off the face style, neat and above the shirt collar.

GIRLS – Hair should be worn in a neat style. No headbands except school uniform headbands and scrunchies are to be worn

JEWELRY – Religious medals are not considered jewelry and may be worn under the shirt/blouse. However, other items that are not part of the school uniform may not be worn; with the exception of a wristwatch. No Fitbit or Apple watches.

Earrings must be small studs for boys/girls and only one set may be worn at any time. (No hanging or large earrings are permitted for safety reasons).

EARLY DISMISSAL

If it becomes necessary for a pupil to be dismissed early, a written request from the parent/guardian should be submitted to the teacher stating the reason for this request. Parent/guardian must sign student out in the office. **If an emergency arises**, a written request **must** be faxed or emailed to the school office. The fax number is 732-254-5066. Send emails to bconnors@olvnj.com **Emails and faxes must be followed by a phone call to the office before 1:30pm.**

AFTER CARE

Before Care is available from 7:00 a.m. until school begins. Students enter the school through the side door in Pre-K 3. The rate for Before Care is \$7.00 an hour. The Aftercare Program is located in the 3rd Grade classroom on the second floor. When students are not picked up or miss the bus they will be sent to Aftercare and parents will be notified. The rate for Aftercare is \$7.00 hr. The Aftercare phone # is 732-331-3566.

FIELD TRIPS

Meaningful and appropriately timed field trips are a vital part of the educational process. Field trips may occur throughout the year and are a privilege. Permission slips **must** be signed by the parent before students are allowed to go. Out of state trips require a **notarized permission slip**. Chaperones are chosen via a lottery.

FOOD ALLERGY POLICY

Parents/guardians are to report any food or other allergies to the school nurse. There is also a place to list allergies on the health forms.

A peanut/tree nut free table is available in the cafeteria per parent request. The early childhood classrooms (Pre-K 3 & 4) are peanut/tree nut free. All faculty have been trained on how to handle allergic reactions. The school nurse is notified immediately. When snacks are allowed, each child brings their own snack.

HEALTH SERVICES

Periodic health screening including height, weight, vision and hearing are scheduled by the school nurse.

SCOLIOSIS SCREENING – Students in Gr. 4-8 are screened yearly.

Pupils requiring medication at school **MUST** have a written note from a physician identifying the type, dosage and purpose of the medication. A **written note** from the **parents**, giving permission to administer the prescribed medication is also required. A physician's note in advance is also required for **non-prescription drugs**, such as Tylenol, Advil or cough medicine. All medications, in original containers, will be kept in the nurse's room. **All food, medication, etc. allergies** should be reported to the Nurse prior to the first day of school.

HOMEWORK/GRADING POLICY

The school's policy is to assign homework, either written or study, as a carryover of the work that has been covered in class.

- Homework is no longer a grade on Powerschool.
- No zeros as a grade. 55 is the lowest grade for assignments.
- Homework is formative to help students master skills & concepts.
- Concepts that are given as homework will then be given in class for a grade.
- If homework is not done, students may have to do it at recess to complete, and may prevent a student from participating in extra-curricular activities.

As per Diocesan Policy Number Grades will be used for Grades 4-8 and Letter Grades will continue for Grades K-3.

Students in grades 6 to 8 can attain special recognition for academic achievement.

Honor Roll- Students maintain a grade of 85 and above in major subjects and Specials. No checks on the left side of the report card.

Principal's List – Students in grades 6 to 8 maintain 93 and above in major subjects, as well as Special Subjects. No checks on the left side of the report card.

HOURS OF OPERATION

OFFICE HOURS: 7:30 AM – 2:30 PM

SCHOOL HOURS: 7:50 AM -1:50 PM

LUNCH/PLAYGROUND HOURS – 11:00 AM-12:20 PM

LATENESS

Prompt arrival at school is expected of **all** students. Late arrival disrupts the **whole** class and causes loss of instruction time. Students who arrive at school after **7:50 AM** are considered late with the following exceptions:

- Late buses
- Inclement weather
- Accidents/traffic delays

A parent must sign the student in at the school office. Do not send a child unescorted into the building when late. A detention will be given after 3 lates and a parent conference may be requested to remediate the situation.

LIBRARY

Our Lady of Victories library is located in Monsignor Dalton Hall. The library contains a variety of books, reference materials, encyclopedias and dictionaries to meet the needs of the students at different levels. The library schedule provides all classes, Pre-K 4 to 8, to visit the library one period a week. There are also provisions for upper grades to use the library for research. Lost or late returns will be fined or replaced.

LOST AND FOUND

Lost items can usually be retrieved in the school office.

LUNCH MENUS

A hot lunch program is available. The cafeteria is located in Monsignor Dalton Hall. Lunch menus are posted monthly on the school website.

The procedure for ordering lunch is:

All lunches must be pre-ordered and paid for by Thursday of the previous week. Monthly menus and order forms are available on the school website. If your child does not have a lunch or has not previously ordered a lunch you will be called to bring one to school. No extra lunches are available for purchase. Our outside vendor delivers lunches fresh each AM.

MONEY COLLECTIONS

All money sent to school should be put in an envelope by the parent and marked with the child's name, grade, amount, and purpose. No money may be collected in school for any purpose without the express permission of the Principal.

PHONE CALLS

Please do not call the office to ask for personal messages to be delivered to your child. Please be sure your children know where they are to go in case of emergency dismissal. Instructions from home help to facilitate a

smooth dismissal. If there is a change in your instructions, a written note must be faxed to the school office. The fax number is 732-254-5066. **NO calls from students to parents for forgotten homework, lunches, gym clothes, books, snacks, supplies, reminders of half-days, etc. Check your monthly calendar every day.**

*****PHOTO RELEASE FORMS**

Photo release forms are included in registration packets and on the school website. This gives or doesn't give permission for the school to use photos in any media (printed or electronic). Photo release forms can also be downloaded on the school website under backpack, signed and returned to school by September 30.

PLAYGROUND SUPERVISION

School staff will supervise the playground with the help of volunteers. We ask parents to contact the office if they wish to help supervise students as volunteers. All volunteers must be fingerprinted along with a criminal history background check and complete the Protecting God's Children Program.

RELEASE OF RECORDS

The school will maintain records on all students. Information included in these records may not be released without written parental consent.

SPIRITUAL ACTIVITIES

The day begins and ends with prayer. Students are encouraged to cultivate a spirit of offering prayers for special intentions and for each other. All grades attend a weekly Liturgy. Seasonal liturgies are special Masses that the children attend. First Holy Communion and the Sacrament of Penance are received in the second grade. Dates are placed on the school calendar when they become finalized.

Confirmation studies begin in the seventh grade and the sacrament is received in the eighth grade. The date is assigned by the Bishop of Metuchen.

Students may experience many spiritual activities during the year. Some of these events are: Lenten devotions, Advent wreath blessing, Penance services, Stations of the Cross, and May crowning. The students are expected to participate at the 9:00 AM Children's Mass on designated Sundays when assigned. It is usually the 1st and 3rd Sundays of the month. Not every student participates at every Mass. Uniforms are worn only by the students who read, are gift bearers and ushers.

TRANSPORTATION/TRAFFIC

NO CARS ARE TO PARK IN FRONT OF SCHOOL. STUDENTS ARE NEVER DROPPED OFF OR PICKED UP IN FRONT OF SCHOOL, OR IN THE BACK OR SIDE OF SCHOOL. THIS IS CONSIDERED A SAFETY HAZARD.

Please obey all traffic safety rules when using the parking lot across from the school. Violators will be in danger of receiving a summons.

VACATION POLICY

Vacations planned during the school year are not encouraged. They cause a disruption in the educational process.

If this does occur, all work will be made up upon return to school. For some academic concepts, a student might have to stay for after school instruction. Parents are responsible to provide transportation home.

VISITORS

All visitors are required to report to the school office upon entering the building. Parents are welcome and are encouraged to visit the school building during open house, assemblies, and classroom invitations. Visitors must be escorted by a faculty or staff member while in the building.

PLEASE RING THE BELL AND THE OFFICE WILL ACKNOWLEDGE YOU. CHECK IN AT THE OFFICE AFTER ADMITTANCE TO THE BUILDING.

WEATHER EMERGENCIES

Notification will be done through the Honeywell Alert System and announced on WCTC 1450 AM Radio Station and on Channel 12 News on Cablevision. A delayed opening for Our Lady of Victories School means that school will open 90 minutes later for grades PK3-8. Doors open at **9:00 am** for all grades to enter the building. Regardless of what you hear or see on the radio or television, a delayed opening for OLV School means 90 minutes. Check the Sayreville Public School website at www.sayrevillek12.net, click on departments and then transportation for bus pickup times.

YOUR CONTINUED COOPERATION IS APPRECIATED. PARENTS AND SCHOOL WORKING TOGETHER WILL HELP YOUR CHILD/CHILDREN DEVELOP INTO A SPIRITUAL, RESPONSIBLE INDIVIDUAL.

OUR LADY OF VICTORIES SCHOOL RESERVES THE RIGHT TO AMEND THE HANDBOOK FOR JUST CAUSE, AND THAT PARENTS WILL BE NOTIFIED IN WRITING IF CHANGES ARE MADE.

WE HAVE READ AND AGREE TO BE GOVERNED BY THIS HANDBOOK.

PRINT NAME _____

SIGNATURE _____

STUDENT SIGNATURE _____

DATE _____

KINDLY PRINT, SIGN AND SEND THIS PAGE TO SCHOOL WITH YOUR STUDENT BEFORE OCTOBER 4, 2016.