

STUDENT HANDBOOK 2018-2019



Called to be Saints

1 Corinthians 1:2-3

BISHOP STANG HIGH SCHOOL
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ACCREDITED BY

NEW ENGLAND ASSOCIATION OF SCHOOLS AND COLLEGES



A NATIONALLY RECOGNIZED SCHOOL OF
EXCELLENCE AWARDED BY THE U.S. DEPARTMENT OF EDUCATION

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ALMA MATER

Alma Mater we acclaim thee
Great and noble school we love
Holding up the torch of learning
Blessed by fire from Heav'n above.

Cheer for Stang High – loving Mother
Chant her praises – sing her fame
Wave her banner raise her colors
As we cheer her glorious name.

Though the years pass swiftly by us
Through them all we will be true
To the lessons learned here daily
And our pledge to you renew.

Alma Mater staunch and loyal
Sons and daughters we shall be
To your Spirit – strong yet gentle
Pledge we now our loyalty.

INTRODUCTION

WELCOME

We hope that students and parents will always be conscious of Bishop Stang High School's traditions and requirements. This handbook contains general information, both curricular and co-curricular, rules and regulations and the discipline code. Bishop Stang High School is structured in order to secure the most favorable conditions for learning, to promote the fullest development of its students, and to carry out its mission based on the teachings of Jesus Christ and His church. In every interaction with students, Bishop Stang High School will do justice both to the demands of the common good of the school and to the best interests of the students involved. Please read and familiarize yourselves with this handbook.

The Administrative Team

Peter Shaughnessy
President/Principal

Michael O'Brien
Assistant Principal of Students

Kathleen Ruginis
Assistant Principal of Academics

PHILOSOPHY

Bishop Stang High School is a four-year, co-educational school operated by the Roman Catholic Diocese of Fall River to provide students with an education built on and directed by the message and teachings of Jesus Christ as expressed in the Roman Catholic tradition. Such an education should offer structured opportunity and guidance for spiritual, intellectual, moral, cultural, emotional, social and physical growth. It should value academic excellence while providing for the academic needs of a diversity of students, encouraging individual development and offering the experiences of Christian community. It should foster awareness of the complexities of life in the twenty-first century and attempt to provide knowledge and values to deal effectively with these complexities as responsible citizens.

Bishop Stang High School intends to graduate students who

- Have knowledge of and personal experience with Jesus Christ, which will enable them to choose to be active Christians;
- Are prepared to meet the requirements of the next step after high school - further education, work, marriage, family and community life;
- Have positive self-images based on self-knowledge, moral integrity, service to others and an appreciation of all life;
- Have the skills necessary to be clear thinkers, effective communicators and responsible decision-makers;
- Understand freedom, peace and justice in the context of Gospel values and exercise their responsibility to work toward the realization of these values.

GOALS

- To shape a curriculum which embraces the need for critical thinking, technological skills, and teaching methods and courses which answer contemporary needs in the light of the gospel values and Catholic Church teachings
- To develop a faculty who is skilled in responding to the needs of the twenty-first century and who adheres to the continuous recertification process established by the Massachusetts State Department of Education
- To provide an environment which underlies appreciation of diversity within the school community
- To provide sufficient financial assistance to aid students who have an identified financial need and desire to attend this school
- To provide a program of studies which emphasizes the technological competencies necessary for functioning in a technological age

MISSION STATEMENT

Bishop Stang High School is a Catholic, college-preparatory school called to share the Gospel of Jesus Christ by “making known the goodness of God.” We holistically educate a diverse student body in a respectful, nurturing and disciplined environment. Our school family inspires young people to excel in learning and life through growth in faith, integrity, knowledge and service.

CHARISM

MAKING KNOWN THE GOODNESS OF GOD

We remember our past, rooted in the message of Saint Julie Billiart, handed down to us by the Sisters of Notre Dame de Namur who first staffed Bishop Stang High School. Saint Julie dedicated herself to the education of the poor and responded to Christ’s love in serving the needs of others with true goodness of heart. All at Bishop Stang High School strive to make Saint Julie our inspiration as we respond to her example of making known the goodness of God.

HISTORY

Bishop Stang High School was dedicated in September 1959 as the first Diocesan Catholic high school in the southeastern region of the Commonwealth of Massachusetts. It is named after William Stang, the first bishop of the Diocese of Fall River, and originally staffed by the Sisters of Notre Dame de Namur.

Bishop Stang High School is accredited by the New England Association of Schools and Colleges, a nationally recognized non-governmental organization. Bishop Stang High School is also a Blue Ribbon School of Excellence, a designation awarded by the United States Department of Education.

DAILY PRAYERS

PRAYER TO ST. JULIE BILLIART

Almighty and eternal God, you called St. Julie Billiart to respond joyfully to the love of your crucified Son in dedicating herself to the education of the poor. Grant that her prayer and example may inspire us to respond with love of His Cross in serving the needs of others with true goodness of heart. Amen.

GRACE BEFORE LUNCH

In the name of the Father, and of the Son, and of the Holy Spirit. Amen
O God, bless this meal and give us the grace of your presence. May we always be grateful to You through Christ our Lord. Amen.

ACT OF CONTRITION

O my God, I am sorry for my sins with all my heart. In choosing to do wrong and failing to do good, I have sinned against you, whom I should love above all things. I firmly intend, with the help of your grace, to do penance, to sin no more and to avoid whatever leads me to sin. Our Savior, Jesus Christ, suffered and died for us. In His name, O Lord, have mercy. Amen.

ADMISSIONS

Bishop Stang High School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to all students at the school. The school does not discriminate on the basis of race, color, national and ethnic origin in administration of educational policies, admission policies, loan programs, and athletic and other school-administered programs

SCHEDULE

The schedule rotates on a seven-day cycle. When special events are scheduled, an appropriate Day 8 schedule is followed.

All students must remain in the school building during the school day, except when crossing the parking lot at the rear of the school during passing periods, weather permitting.

Daily Schedule

Homeroom	7:45 – 7:55	10 minutes
1 st period	7:58 – 9:08	70 minutes
Flex period	9:11 – 9:51	40 minutes
2 nd period	9:54 – 10:46	52 minutes
3 rd period	10:49 – 11:41	52 minutes
Lunch	11:44 – 12:07	23 minutes
4 th period	12:10 – 1:20	70 minutes
4 th period	11:44 – 12:54	70 minutes
Lunch	12:57 – 1:20	23 minutes
5 th period	1:23 – 2:15	52 minutes

Alternative Schedule - Delayed Start

Homeroom	9:00 – 9:10	10 minutes
1 st period	9:13 – 10:13	60 minutes
2 nd period	10:16 – 11:04	48 minutes
Lunch	11:07 – 11:30	23 minutes
4 th period	11:33 – 12:33	60 minutes
4 th period	11:07 – 12:07	60 minutes
Lunch	12:10 – 12:33	23 minutes
3 rd period	12:36 – 1:24	48 minutes
5 th period	1:27 – 2:15	48 minutes

Liturgy Schedule

Homeroom	7:45 – 7:55	10 minutes
1 st period	7:58 – 8:58	60 minutes
2 nd period	9:01 – 10:01	60 minutes
HR/Liturgy	10:04 – 11:25	81 minutes
Lunch	11:28 – 11:51	23 minutes
4 th period	11:54 – 12:39	45 minutes
4 th period	11:28 – 12:13	45 minutes
Lunch	12:16 – 12:39	23 minutes
3 rd period	12:42 – 1:27	45 minutes
5 th period	1:30 – 2:15	45 minutes

ACADEMICS

GRADUATION REQUIREMENTS

A total of 26 credits is required for graduation. Every student must take and pass a minimum of 6.00 credits, including Religious Studies, English, and Mathematics for each of four years, regardless of accumulated credits. As a graduation requirement, every student must complete a Christian Service Project during both the junior and senior years.

Requirements are:

Theology	4 CREDITS
1.0 credit in each of four years	
English	4 CREDITS
1.0 credit in each of four years	
Mathematics	4 CREDITS
1.0 credit in each of four years	
Science	3 CREDITS
1.0 credit in Biology, and 2.0 credits in electives	
Social Studies	3 CREDITS
1.0 credit in World History, 2.0 credits in U.S. History	
World Languages	2 CREDITS
Two years required in the same world language	
Fine Arts	
Performing Arts	0.5 CREDIT
Visual Arts	0.5 CREDIT
Physical Education	1.5 CREDITS
0.5 Health; 0.5 PE Activity; 0.5 PE Activity	
As an option, students may elect to earn 0.5 credits for participation in school-sponsored interscholastic sports in their freshman, sophomore, and junior years. Specific requirements are published in the <i>Program of Studies</i> book.	
Elective Courses	3.5 CREDITS
Christian Service F.I.A.T. Program	
A project in both junior and senior years is a graduation requirement.	

CHRISTIAN SERVICE F.I.A.T. PROGRAM

Faith In Action Together

All juniors and seniors are required to participate in at least one F.I.A.T. project each year. The word “fiat” refers to Mary’s answer to the angel Gabriel when she said, “Behold the handmaid of the Lord. Let it be done to me as you have said.” We are using F.I.A.T. as an acronym for **Faith In Action Together**. Mary’s *fiat* was her “yes” to bringing Christ into the world. Our *fiat* is our “yes” to bringing Christ into the world.

Each F.I.A.T. program includes an educational, service, and reflective component, all of which are essential to the program and therefore required. Once the students have selected a F.I.A.T. program from the list of those the school will offer, they will meet with the faculty or staff member responsible for that particular program. As a group they will have an opportunity to learn about the specific issue being addressed through that program. Complementing the educational component will be a time of “bringing Christ into the world” by putting our *Faith In Action Together*. Each program will then conclude with a time of shared reflection.

Each year, juniors and seniors will select the F.I.A.T. project of their choice. Because there is so much planning involved in offering each program, it is important that students make a binding commitment to the project they select. We welcome the involvement of parents in any of our F.I.A.T. opportunities.

During both junior and senior years, the completion of a F.I.A.T. project, with all three of its components, is a graduation requirement.

NATIONAL HONOR SOCIETY

The Sr. Teresa Trayers, SND Chapter of the National Honor Society follows the purpose and rules of the constitution of the national organization: to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership and develop character. Membership in the National Honor Society is an honor not bestowed automatically, nor based solely on students’ academic standings.

Students may not apply for membership to the National Honor Society. Membership is granted only to students selected by the NHS Faculty Council.

Eligible students are sent a letter informing them of their nomination for membership. Nominees must meet the NHS Adviser who will outline the nominee’s responsibility for the creation of a portfolio. Submitted to the Faculty Council, the portfolios are reviewed and voted upon. A simple majority vote suffices for membership. The Council will notify students by letter of the decision. A detailed description of the Selection Process is in the Chapter’s by-laws.

Following Induction, all members are expected to uphold the standards of Scholarship, Character, Leadership and Service. All members are required to complete a service obligation. In addition to chapter service projects and our school’s FIAT program, every member is expected to complete a minimum of 14 hours of community service per year of membership. Upon completion of the service requirement, each member is to deliver a completed service form to the chapter adviser(s) specifying his/her activities.

An individual who is a member of NHS is reminded that their membership is a 24 hours a day, 7 days a week, 365 days of a year commitment that applies both in and outside of school. Members may be disciplined for violating major school rules or for any

of the policies (academic dishonesty, drug and alcohol, etc.) outlined in the chapter's by-laws. Those placed on probation by the NHS Faculty Council must realize that further violations will more than likely lead to dismissal from membership. If a member is dismissed and wishes to appeal the dismissal, an appeal to the President/Principal must occur within 30 days of the dating of the dismissal letter. Any students who are dismissed or resign from NHS will never again be eligible for membership or its benefits.

PROMOTION REQUIREMENTS

Students must meet all credit and course requirements annually to qualify for promotion to the next grade. Juniors and seniors must complete the F.I.A.T. project requirement.

Students who fail courses must make up the failed courses in summer school or with tutors. Students may not repeat failed courses during the school year. When students require the services of summer schools or tutors, Bishop Stang High School provides topical course guides indicating the content to be covered and the material for the competency tests which must be successfully completed prior to returning to the school. A grade of "P" (pass) will be substituted for failing grades completed in summer school or tutorial, and students will receive full credit for the course.

COURSE SELECTIONS

Student course selection is one of the most important student activities at Bishop Stang High School. Registering for courses is a cooperative effort involving teachers, guidance counselors, department chairpersons, administrators, students and parents. All students should develop long-term academic plans which consider their academic strengths and weaknesses as well as their professional goals and the school's graduation requirements. In February, all students receive registration materials for the following year, including the Program of Studies book, published annually and designed to assist students and their families in planning their secondary education. The book describes all courses offered including course levels and credits. Before selecting courses, parents and students have ample opportunity to review these materials and to consult with guidance counselors and teachers.

After student course selection is completed, students are expected to keep the courses they selected unless there is some compelling reason to suggest a change. Random changes will not be made.

COURSE CHANGES

Course selections may be changed only within the constraints of the master schedule. Course selections may be changed by school administrators when the school is unable to offer a course because of very low enrollment, when students' level placements must be raised or lowered to match their academic ability, when students' schedules are not academically sound or consistent with the school's policies, when scheduling conflicts must be resolved, or when students or faculty are faced with rare, extenuating circumstances.

All students or faculty must make change requests to the appropriate guidance counselor in writing. All schedule changes must be reviewed by teachers, department chairpersons, guidance counselors, and the Assistant Principal of Academics. After the first four weeks of a course, students who withdraw from any course will receive a “Withdraw Pass” if they are passing the course or a “Withdraw Fail” if they are failing the course. These grades will become part of the permanent record. Students who remain in the same course but move to a higher or lower academic level will not be considered as withdrawing.

COURSE CREDITS

Full-year courses earn one credit. Semester courses earn one-half credit. No credit is earned for courses not completed for reasons of withdrawal, incomplete work, or a failing grade. Such withdrawals are indicated on students’ transcripts. Withdrawal from courses could affect students’ eligibility for membership in the National Honor Society.

SCHOLASTIC POLICIES

COURSE WEIGHT

The weight of each course at Bishop Stang High School is determined by the level assigned each course. The school does not place students in tracks but rather in levels which are consistent with their strengths and weaknesses in each discipline.

LEVEL DESCRIPTIONS

College Prep B:	Learning skills for students who have identified difficulties in certain content areas
College Prep A:	Characterized by detailed content requiring skills of application, analysis, and evaluation of course content
Honors:	Indicated by superior academic performance, ability, and work ethic
AP:	An Advanced Placement course, which is college-level study

HONOR ROLL

The school community recognizes those students who have achieved the following qualifying grade averages in their courses:

President's List:	95 average with no grade below 90
First Honors:	90 average with no grade below 85
Second Honors:	85 average with no grade below 80

CRITERIA FOR YEAR-END ACADEMIC AWARDS

1. All students with a **95 or greater** course average at the end of the third quarter will receive an academic award. This includes yearlong and semester courses.
2. If no student in a given course has earned a 95 average, the student with the **highest grade in the course** will be given the award.
3. The list of academic award winners will be generated by the school registrar.

MARKING SYSTEM

The school year is divided into four quarters of approximately 45 days each. Bishop Stang High School uses numerical percentage marks, with 65 percent as the lowest passing grade. Final grades are determined by the following process:

The final grade for **semester courses**:

First quarter mark=40%
Second quarter mark=40% Final exam mark=20%

The final grade for **full-year courses**:

Each quarter mark=20%
Mid-Term Exam mark=10%
Final Exam mark=10%

EXAMINATIONS

Mid-term and final examinations of 90 minutes are administered in January and May/June respectively. Alternative means of assessment are used as determined by the Department Chairpersons/Academic Board. All students are required to sit for examinations on scheduled days and times except for reasons approved by the Assistant Principal of Academics. .

HOMEWORK POLICY

Homework assignments are an integral part of the learning process. Assignments, which are not completed or not completed on time will affect students' grades. Homework will be assigned on a regular basis and verified for completion when due. Homework will be incorporated into each quarterly grade. (The percentage is defined by each discipline.) **Study and reading assignments are as valuable as any written work. Completion of these assignments will also be verified in a timely manner. Students who repeatedly fail to complete homework may receive administrative detention.**

MAKE-UP WORK

Students who have been absent from class due to illness or some other valid reason are responsible for contacting their teachers upon return to school to arrange mutually acceptable schedules for completing missed class work, assignments and examinations. All make-up work is to be done as soon as possible, subject to the policy of each teacher. Teachers inform their classes at the beginning of the school year of their own make-up policies.

INCOMPLETES

The designation "incomplete" is sometimes used in lieu of a grade in instances of extended absence due to illness or an extraordinary circumstance. Incompletes must be made up within the first two weeks of the next quarter unless there are extenuating circumstances.

PROGRESS REPORTS

Every quarter all students receive electronic mid-term progress reports for each class. These reports are posted on the Parent/Student Portal. At the beginning of the year, parents or guardians will be notified of the posting dates.

ACADEMIC PROBATION

Academic success is a goal of this school. To serve this purpose, student performance is closely monitored.

A student failing three or more courses in any quarter is scheduled for a conference attended by the Assistant Principal of Academics, the student's guidance counselor, the student, and his/her parents or guardians. A student's academic performance is monitored weekly by his/her guidance counselor. Weekly reports are posted on the Parent Portal for those students. A student failing more than two credits for the year may be asked to transfer. The Administration reserves the right to limit co- curricular/athletic participation for students on academic probation.

SCHOOL ENVIRONMENT

It is expected that all members of the Bishop Stang High School community accept the school's purposes and policies and, by virtue of their presence here, choose to contribute to a respectful, pleasant, and responsible environment. All of the following regulations and expectations have been established to ensure the order necessary for the smooth functioning of the school.

ACADEMIC INTEGRITY

Academic honesty is an expected standard of behavior in any institution of learning. Plagiarism, copying the work of other students, or using any form of notes during examinations without the approval of teachers are forms of cheating. Such incidents warrant a grade of zero. Students who have cheated must inform their parents/guardians, who must in turn, contact the teacher within 24 hours. The Assistant Principal of Academics, the student's guidance counselor and NHS advisor (where appropriate) are informed of all cases of academic dishonesty.

Forgery of signatures and computer tampering will not be allowed. These incidents warrant an in-house suspension. If a second incident of any act of dishonesty occurs, the student will be placed on an integrity contract for the remainder of his/her years at Bishop Stang High School.

A third offense may result in expulsion.

Examples of Academic Dishonesty*:

- Copying another student's work or sharing the answers to a homework assignment, report, research paper, project, etc.;
- Allowing another student to copy your work;
- Having another individual (friend, student or family member) complete part or all of an assignment for you;
- Sharing your network password so another student has access to your files;
- Using **any** digital device to electronically distribute or receive information relating to their assignments, quizzes or tests;
- Using any type of "cheat sheet";
- Using unapproved materials (quizzes, tests, exams, assignments, notes, projects, etc.) previously assigned;
- Using Cliff Notes®, Spark Notes®, etc. instead of reading the assigned literary work;
- Watching a video of a literary work you were assigned strictly to read;
- Being absent in order to avoid handing in a project on the assigned due date;
- Being absent in order to avoid taking a quiz or test;
- Accessing your teacher's gradebook to change your grade;
- Using phony data on your lab report;

- Using a word translator to assist in completing a world language assignment;
 - Avoiding telling your teacher that he/she has mis-calculated your grade;
 - Plagiarizing in any way;
- *Any other instance determined by the administration to be academically dishonest***

Honor Code Statement *

On my honor, I have been academically honest.

***Students must write this statement and add their signature on every assignment/assessment. Failure to do so may result in no grade being awarded.**

Academic Integrity Prayer

God, give me the strength to continue to do the best work I can possibly do without the assistance from another source.

ADDRESS CHANGES

Any changes of address, telephone number, parish or other pertinent information must be submitted to the Business Office.

ASSEMBLIES

All school assemblies are considered extensions of the school's academic program. Students are expected to conduct themselves in a dignified manner appropriate to the occasion. Attendance at graduation practices is required for all seniors who wish to participate in the commencement ceremony.

AUTOMOBILES AND PARKING

Students are allowed to park their cars in the area allocated for students. Cars are to be operated safely on school grounds and at speeds not exceeding 10 m.p.h. The property of the adjacent parish, St. Julie Billiart, **is not to be used as an entrance to school grounds. This is a one-way "Exit Only" route Monday through Friday.** Students are not permitted to go to the parking lots during school hours unless escorted by a member of the faculty, staff or administration. All cars must be registered with the Assistant Principal of Students. Parking permits will be issued and must be displayed at all times on campus and on St. Julie's overflow parking. Any cars without a clearly displayed parking permit may be towed at the owner's expense.

Overflow parking for underclassmen is in the section of St. Julie's parking lot that is located closest to Slocum Road. Parking at St. Julie's is a privilege and all school rules and regulations apply.

BACKPACKS

Backpacks/bags should not be left unattended at any time. During lunch, backpacks should

be stored in lockers. Backpacks may **not** be worn during class or brought to the cafeteria during lunch.

BOOKS

Once students' schedules are finalized, students are advised to write their names on the inside front covers of their hard-copy books so that proof of ownership is clearly established.

BOOKSTORE

The Bishop Stang Bookstore is located in the Business Office Lobby. The bookstore is open during break period and other designated times.

BULLETIN BOARD

A student bulletin board is located in the school's main corridor between the Faculty Room and Nurse's Office and is used to post information concerning Student Council. The Assistant Principal of Students must approve any notice before it may be posted.

BUSES

Students who use public transportation to and from school, or school buses, must conduct themselves appropriately, respecting the properties and rights of the bus company and of other passengers. Students acting inappropriately are subject to school penalties and may be barred from using bus services. Students are advised to use caution when boarding or departing from all means of transportation, public or private. All school rules apply to students on buses.

CAMPUS MINISTRY

It is the goal of the Campus Ministry program to help all members of the Bishop Stang community to develop and deepen their personal relationship with Christ, to provide opportunities for growth in their faith and spiritual development, and to continually offer praise and worship, giving thanks to God in all things.

The Campus Ministry Team is composed of the Campus Ministry Coordinators, faculty, and students. The team offers opportunities for leadership development, religious formation, and pastoral care. With the help of the Campus Ministry Team, students plan and facilitate prayer services, liturgies, and retreats. All members of the community are welcome to participate in the shared work of this integral component of the school. Students may not be in Campus Ministry without supervision. Students must check-in to Quiet Study/ Flex Period prior to reporting to Campus Ministry.

CARD-PLAYING/GAMBLING

Inappropriate games/hobbies, and gambling are not permitted on school property.

CELLULAR PHONES

Cell phones may not be used in the school building during the academic day and must be turned off and stored in the student's locked locker. A first violation of this policy will result in confiscation of the phone. A second violation will result in confiscation of the phone and an administrative detention. A third violation will result in a

Saturday detention and the cell phone will only be returned to a parent or guardian. A fourth violation will result in suspension and a contract. Subsequent cell phone violations may result in transfer/expulsion.

Taking pictures/video at school or at any school function without prior permission from an administrator is strictly prohibited. The phone will be confiscated and given to the Assistant Principal of Students. Any pictures/video will be viewed by an administrator or designee. Any inappropriate pictures/video may result in administrative action up to and including transfer or expulsion. Any online posting of pictures/video that is detrimental to the reputation of the school will result in disciplinary action.

Text messaging or accessing any form of social media during the academic day is strictly prohibited. The phone will be confiscated and given to the Assistant Principal of Students. Text messages will be viewed by an administrator or designee. Any inappropriate messages may result in administrative action up to and including transfer or expulsion.

CHAPEL

The Annunciation Chapel is available to all members of the Bishop Stang High School community for quiet prayer and reflection. Some school liturgical and para-liturgical services are conducted in the chapel. Masses for the entire school are held at St. Julie Billiart Church. The chapel is only to be used for religious activities.

CHEWING GUM

Chewing gum is not permitted at any time on school property. Violations are subject to an administrative detention.

COLLEGE VISITS

Students who wish to meet with college or armed services representatives must obtain passes from the Guidance Department Administrative Assistant. These passes must be signed by a member of the Guidance Department and the teachers whose classes students will miss. Teachers have the final decision regarding dismissal from classes for students who wish to attend such meetings. Juniors and seniors requesting permission to visit college campuses must inform the Principal of Students before the scheduled visits. Students are responsible for contacting their teachers prior to these visits regarding missed class work, assignments and examinations. Juniors and seniors are allowed to make up to three visits each year. Parents must notify the school in writing and verification from the college is needed. Attendance at a college fair does not qualify as a college visit. College visits are recorded as an excused absence and absent from classes.

DANCES / PROM

Students attending Bishop Stang High School dances are expected to conduct themselves in the Catholic School tradition. Modesty is the theme for both dress and behavior, on and off the dance floor, during the dance. Inappropriate dancing is not allowed.

Students who attend a school-sponsored dance/prom, etc. will not engage in provocative dance; i.e. grinding, inappropriate physical contact or public displays of affection.

The Rules for Dancing include:

- Sexually suggestive dancing is unacceptable (i.e. “front to back” dancing)
- No “Public Displays of Affection” (PDA).
- Bags are subject to search
- All students may be subjected to drug/alcohol detection
- Cell phones must be turned off during the dances and may be used only before entering the dance or at the conclusion of the dance. In the case of emergency, students should contact a dance administrator.
- Any student bringing a date to the dance is responsible for his/her date’s behavior and must complete a Request to Attend B.S.H.S. Dance form at least one week prior to the dance. This form is due to the Assistant Principal of Students’ office 48 hours prior to the dance.
- No food or drinks are permitted to be brought into the dance. Drinks and food are on sale at the dance.
- Glow sticks are not permitted at dances.
- All students should be off school grounds no later than 15 minutes after the dance has ended. As a courtesy please make certain parents/guardians have correct pick-up times.
- Students are required to bring B.S.H.S. identification in order to enter the dance.
- Students must arrive by 8:00 pm and cannot leave before 9:00 pm.

Students violating dance policies will be asked to leave the event. Appropriate disciplinary action will be determined.

DEFIANCE AND DISRESPECT

Students who display defiance or disrespect toward any member of the administration, faculty, or staff are subject to suspension or expulsion.

ELECTRONIC EQUIPMENT

In order to minimize distractions and disturbances during school hours, electronic devices other than approved tablets or laptops are not to be used or played in or near the school during the academic day. Laser highlighters may not be brought into the school building at any time. Violation of this policy will result in the confiscation of the electronic equipment. A second offense within a school year will result in an administrative detention. A third offense within a school year will result in a Saturday detention and confiscation of the equipment until parent/guardian pick up. Audio/video recording or the taking of photographs is not permitted without teacher permission. The inappropriate use of electronic equipment may result in suspension or expulsion.

FIELD TRIPS

Only field trips which provide educational value to the course are allowed. Permission slips are given to students and require a parent/guardian signature.

Well in advance of the scheduled field trip, all participating students must request permission from all teachers whose classes they will miss. If a student is in poor academic standing, the teacher may deny the request to attend a field trip.

All school rules apply on all field trips.

Dress Code for Field Trips:

Category 1: Trip takes place within the school day and lasts 1-4 hours. *Uniforms are required.*

Category 2: Trip lasts for the entire school day, e.g., visiting a theater, museum, etc. *Uniforms are not required. Jeans, sneakers, yoga pants, shorts, and T-shirts are not allowed. Non-uniform Day attire is required.*

Category 3: Duration of trip is immaterial but may require “hands on” participation. Safety factor is also a consideration. *Uniforms are not required. Non-uniform Day attire is required.*

FIGHTING

Fighting on school property is not tolerated. **Regardless of blame or provocation**, students involved in any fighting on school property are minimally subject to in-house suspension.

FLEX PERIOD

Each day of the cycle will include a 40 minute flex period (9:11 – 9:51). 30 minutes of each flex period is designated as meeting times for the majority of the school’s co-curricular activities. Students who are not in scheduled meetings are required to be in homeroom for a quiet study. The last 10 minutes of the flex period are designated as a break.

FOOD AND BEVERAGE ITEMS

All food and beverage items must be consumed in the cafeteria at all times. The only exception is non-perishable food items in the Second Period classroom during break time. Except in the cafeteria, **open bottles (seal has been broken) and beverage containers are not permitted in the school building at any time. Students may use school issued clear water containers ONLY. They may be purchased from the school store; the cost is \$5.00. A pass from the school nurse is required for any other water container. A doctor’s note is required for this pass.** Glass bottles may not be brought into school at any time. Any unapproved open bottles and beverage containers will be confiscated and disposed.

GUIDANCE

The function of the Guidance Department is to assist students and parents in school-related issues that affect educational development. Guidance services include academic and some personal counseling, career awareness, standardized testing and assistance in course selection.

Students receive scheduled appointments from the guidance department. Parents and students are also free to request appointments at any time.

Standardized testing programs administered at our school include PSATs, SATs, ACTs and Advanced Placement exams.

The department adheres to the school’s general policy of confidentiality except when the safety or well-being of students or other members of the Bishop Stang High School community may be jeopardized.

GYMNASIUM

Students are not allowed to use the gymnasium area before, during, or after school without specific permission and **supervision by faculty members** who assume responsibility for students' behavior. No food or beverages are allowed in the gym except during specified activities.

HOMEROOM PERIOD

During homeroom period students must be silent and attentive during prayer, pledge, and during announcements. Food and beverage items may not be consumed in homerooms.

LANGUAGE

Bishop Stang High School is a Catholic school where respect for every member of the community is expected. Students who use profanity, threatening or violent language, (This language includes, but is not limited to, phrases such as, "I am going to kill you", "I am going to blow up this building", or "I am going to sabotage this school's computer system."), inappropriate language or hate statements, or exhibit rudeness, discrimination, disrespect or defiance are subject to administrative action including but not limited to suspension or expulsion. This applies to, but is not limited to, any verbal, non-verbal, or written communication. (Please refer to the Threats section on page 30.)

LEAVING SCHOOL SPONSORED EVENTS

Students who exit any school-sponsored event prior to its end will not be allowed to re-enter. Admission charges will not be refunded. Students leaving on-campus events must exit school grounds immediately and not loiter.

LITTER

A sense of pride in Bishop Stang High School should motivate all students to dispose properly of litter on school property. Students are responsible for disposing of their trash at all times.

LOCKERS

Students are assigned lockers and may only use this assigned locker. Lockers must only be secured with combination locks provided by the school. There is a \$10.00 replacement fee for all lost or stolen locks. **All lockers must be locked.** Lockers must be locked with school issued locks. Failure to do so will result in: First offense – warning. Second offense – administrative detention. Third offense – Saturday detention. Students should not keep valuables in their lockers. Valuables may be held by the Assistant Principal of Students for safe-keeping during the school day. Bishop Stang High School accepts no responsibility for students' possessions lost or stolen from lockers. Students using the boys' or girls' gymnasium lockers must entrust anything of value to their coaches or physical education teacher. **Locker room/lockers are to be used only by in-season athletes. Locker rooms are not intended to be storage areas.**

Nothing permanent or inappropriate should be attached to lockers. First offense will be an administrative detention; second offense will be the loss of locker privilege. The condition and contents of lockers are the student's responsibility. All lockers should be cleaned during the weeks when mid-term and final examinations are held. Abuse of one's locker may result

in the loss of locker privileges. The administration of Bishop Stang High School retains the right to inspect any locker at any time if the administration believes that the content of any locker is not in the best interest of the school. Any tobacco, drugs, alcohol, or other illegal substances will be confiscated and dealt with appropriately. Parents or guardians will be notified and disciplinary action will be taken. Students in grades 9, 10, 11 are required to bring their combination locks home at the end of the school year and return them for use the following school year. Locks and lockers are the property of Bishop Stang High School and thus may be inspected by custodians for repair or searched by administration as needed.

LOITERING

Loitering while school is in session in areas such as the gymnasium, main lobby, trophy lobby, backstage, lavatories, parking lots, stairwells, and hallways is prohibited. Students should report directly to class without loitering. During a class period, students who leave their classrooms must have a pass from the teacher and must sign in and out.

After-school loitering is not allowed in the main lobby (outside of the Business Office) and in the parking lots at Bishop Stang and St. Julie's.

LOST AND FOUND

Any questions regarding lost or missing items should be directed to the Assistant Principal of Students.

MEDIA DISCLAIMER

Photographs and video of students may appear on the school website, yearbook, brochures, school- produced DVD's and other publications. Parents who do not wish their children's photographs to be placed in school-related publications must indicate that on the "Parent/Student Signature Sheet" sent home at the beginning of the school year.

MEDICAL ASSISTANCE

Students who are ill must obtain a pass from their classroom teacher in order to report to the nurse's office.

Upon leaving the nurse's office, students receive either passes to return to class or to be sent home. The Assistant Principal of Students is notified of all dismissals issued by the school nurse. **Only the nurse may dismiss students to home for medical reasons. Students may not arrange their own medical dismissal.** If the nurse is not available, students should report to the office of the Assistant Principal of Students.

If students need to take medication during the school day, the medication, in its original pharmacy bottle, must be given to the school nurse. Written permission from parents for students to take such medication should accompany the medication. In medical emergencies, the school nurse or the school administration is responsible for securing appropriate means of transporting students to proper medical facilities and for notifying parents or guardians immediately. Ibuprofen or acetaminophen may be distributed to students if they obtain written permission from their parents or guardians. This permission is kept on file.

QUIET STUDY

The library is an area to be used for Quiet Study. Students must conduct themselves in an appropriate manner conducive to an atmosphere of learning. In addition, students must adhere to these library directives:

- Students are seated at all times.
- Chairs should not be removed from their locations.
- Students must bring appropriate study materials to quiet study.
- Students who are disruptive or uncooperative are subject to assigned seating or administrative action.
- After each period, the library should be left in perfect order with chairs pushed in.

RETREATS

All students are required to participate in annual class retreats. These retreats reflect the philosophy and mission statement of Bishop Stang High School and are an important part of our total academic program. Any conflict or concern which would prohibit a student from participating in these required days of reflection must be **submitted in writing to the Campus Minister**, who will then address the situation with the President/Principal.

ROSEANNE BARKER LIBRARY AND LEARNING COMMONS GUIDELINES

The Roseanne Barker Library and Learning Commons supports the mission and curriculum of the Bishop Stang High School and assists students in becoming lifelong learners, independent readers and respectful, responsible, ethical citizens. The library and learning commons houses curriculum-rich print, video, and audio collections as well as several electronic databases and a comprehensive website, The Virtual Barker (<http://bishopstang.libguides.com/home>). It is a member of the MassCat library consortium as well as the Massachusetts Library System (MLS) and through their sponsorship the library and media center is able to offer additional electronic databases as well as interlibrary loan and other services. Electronic devices are available for student use, allowing access to word processing, the online library catalog, internet, and numerous electronic resources.

Students are welcome to sign into the library and learning commons during Quiet Study as well as their lunch period and before or after school. Students must be on time – students who arrive after the bell are late and will be asked to return to Study. Students will remain in the library and learning commons for the entire period. During period 1, students must report to Study first for attendance and remain there until 8:00 a.m. before reporting to the library and media center. **Library hours are Monday through Friday 7:30 a.m. – 5:00 p.m.**

The following rules apply at all times:

- Scan your student ID when entering the library and media center.
- No food, candy or drinks are allowed.

- After school, phones must be on silent or vibrate.
- Adhere to the Acceptable Use Policy at all times. Disregard for these regulations will result in severe disciplinary action.
- Work quietly without disturbing others. Anyone causing a disturbance will be asked to leave.
- Bring a pass! You will not be admitted from a class without a signed pass from your teacher.

Policies/Procedures to keep our library and learning commons running smoothly:

- All items taken from the library must be checked out.
- Books and magazines may be checked out for two weeks.
- DVDs may be checked out for one week.
- Reference materials do not circulate.
- All lost items must be paid for.
- The library/media center is open from 7:30 a.m. to 5:00 p.m. Monday through Friday.

SAFETY EVACUATION PROCEDURE

Students should be thoroughly familiar with the exits from each room, hallway and floor of the school building. Before evacuating the school building, teachers should close windows and doors. Students should proceed quickly, quietly, and in a calm, orderly manner to the pre-assigned homeroom station, lining up single-file by homeroom. Homeroom teachers will take attendance at this time. If the fire alarm sounds before or after school hours, everyone must evacuate the building immediately and report to the closest parking lot. Any adult supervising a group of students remains in charge of that group.

SCHOOL CANCELLATION

In the event of inclement weather school cancellation, an emergency school cancellation, or a one-hour delay, announcements will be sent to parents via Parent Alert, posted on our web page, and will be broadcast on Boston and Rhode Island radio and TV broadcasts. Note that there will be no Acushnet bus on one hour delay days.

SENIOR PORTRAITS

Senior portraits must be taken at Pacheco Studio to be included in the yearbook. (School dress code must be adhered to.)

SNOWBALLS

Because of the possibility of serious injury, students may not make or throw snowballs on school property. Students who do are subject to administrative detention.

STEALING AND VANDALISM

Both stealing and vandalism constitute serious violations of respect for Bishop Stang High School and the members of the school community. Parents of students damaging school property are liable for monetary restitution and/or necessary repair or replacement. Any students stealing or vandalizing at Bishop Stang High School or at any other school may be subject to transfer or expulsion and police notification when appropriate.

TECHNOLOGY USE

Bishop Stang High School Network Policy

Bishop Stang High School strongly believes in the educational value of technology and recognizes its potential to support and enrich the curriculum and student learning process. Our goal in providing student access to the school's network is to promote educational excellence by facilitating resource sharing, innovation, and communication. Bishop Stang High School will make every effort to protect users from any misuses or abuses as a result of their experiences with the network or the internet.

Students/users are responsible to know the regulations of BSHS regarding network services and personal electronic device guidelines. Use of the network, internet, and personal electronic devices is a privilege and not a right. Any student/user who disregards the regulations will be liable for disciplinary actions. These actions may include, but are not limited to, loss or limitations to network services, loss of electronic device privileges, school disciplinary actions and/or referral to appropriate law enforcement agencies.

Personal Responsibilities of the Student/User

- Students are required to use their personal devices only for educational purposes during the school day (non-educational uses include, but are not limited to, streaming music or video, playing games, social media, messaging, "push notifications", photography apps, texting, etc.).
- Students are required to use their personal device in the classroom at the discretion of the teacher and his/her policies. Devices should be charged and ready for use throughout the school day.
- Students/users are required to log-in and log-out each time they use the wireless network, computer or device.
- Students/users are required to report network or computer/device/printer problems to the supervising faculty member.
- Students/users are not permitted to tamper, delete, or copy the work/files of another student, network or workstation.
- Students/users are not permitted to copy, install, or upload program files to a network workstation or to any part of the network.
- Students/users are not permitted to engage in any illegal activities using the internet.
- Students/users are not permitted to engage in any electronic activities **in/out of school** that are a violation of the student code of behavior. This includes, but is not limited to, the sending of e-mail that indicates or suggests pornography, unethical or illegal requests, racism, sexism, unsuitable language, or real or implied threats to any student, faculty, or staff member of BSHS; defamatory statements made concerning the school or its students, faculty, or staff; information that may breach the security of the BSHS network or the networks to which it is connected
- Students/users are not permitted to violate United States legal code or any state legal code. This includes, but is not limited to, copyrighted material, threatening or obscene material, or material protected by trade secret.

- All students/parents/guardians must sign and return the Diocesan Acceptable Use Agreement.
- Students/users are responsible to remember their username and password and are not permitted to share them with anyone else.
- Students are not permitted to use proxy sites to circumvent the school's firewall.
- Students are not permitted to post false information on social media sites.
- Students are not permitted to download or listen to music or view streaming video on campus without permission from a staff member.

Internet Services

Bishop Stang High School makes no warranties of any kind, whether expressed or implied, for the service it is providing. Use of any information obtained through the internet is at the user's risk. The school will not accept any responsibility for the accuracy of information obtained through the internet.

Use of the network including the internet must be in agreement with the educational goals and objectives of BSHS as stated in the school's Mission Statement. All users should be aware that all electronic school data (including email) is archived.

Security

Security on any computer system is a high priority because there are so many users. If a user identifies a security problem, he/she must notify his/her teacher or the network administrator at once without discussing it or showing it to another user. Any users found sharing student/user usernames and passwords will be identified as security risks. The administration may choose to deny access to the network.

Vandalism

Vandalism includes any attempt to harm or destroy the computer system, the hardware, the software, or the data of the BSHS network or any other agencies or networks that are connected through the network. Any vandalism will result in the immediate loss of computer services, school disciplinary action, and a referral to law enforcement agencies when appropriate. The parents of students damaging technology equipment are liable for monetary restitution and/or necessary repair or replacement.

Termination

Bishop Stang High School has the right at any time or for any reason to terminate or limit any user's access to or use of the network.

Bishop Stang students are required to follow the Acceptable Use Policy of the Diocese of Fall River signed at the start of each school year.

TELEPHONES

For emergency phone use during the school day, students must obtain a pass from a teacher and report to the Assistant Principal of Students' office.

TRESPASSING

School property is not to be used for student gatherings after school, in the evenings, on weekends, or whenever school is not in session. Skateboarding and rollerblading are not permitted on school grounds. Any activities on school property must be supervised by school personnel.

UNAUTHORIZED USE OF SCHOOL NAME

No student, or student's parent or guardian, without the express prior written authorization of the school's President, may utilize the school's name, or identifying logo, for any purpose.

Any unauthorized use of the school's name or identifying logo may subject the student to disciplinary action, up to and including expulsion and/or legal action.

UPPERCLASSMEN PRIVILEGES

Seniors choose their own parking space. Seniors, weather permitting, will be allowed to eat lunch in the Senior Garden at the discretion of the administration. Senior boys may wear a neatly trimmed beard.

Juniors and seniors may be dismissed from school (at 1:20 p.m.) on days when they have no Period 5 class. (Exceptions – Liturgy or Penance Services) These students must sign out in the Business Office before leaving and remain in complete uniform until they exit the building. Students leaving school may not return until the end of the school day (2:15 p.m.). Students who remain in school must be in complete uniform and in a supervised area. Violations may result in loss of these privileges. Upperclassmen who cut classes will lose these privileges.

VIDEO SURVEILLANCE CAMERAS

Video surveillance cameras are used at Bishop Stang High School to promote a safe school environment for students, staff and visitors and diminish the potential for personal and school loss or destruction of property.

VISITORS

All visitors to the school must report to the Business Office to obtain visitor identification passes, which must be worn while in the school.

Any student wishing to visit as part of our Spartan-for-a-Day Program, must contact the Admissions Office. Any presently enrolled student wishing to bring a student visitor needs the permission of the Assistant Principal of Students.

VISITORS - STUDENT SAFETY AND HEALTH

A registered sex offender who is the parent/guardian of a student may come onto his/her child's diocesan school campus in order to transport his/her own child to and/or from school; attend Open House Nights/Back to School Nights; attend Parent-Teacher Conferences; attend school sporting events; attend school performances (i.e., school drama

or musical performances) or any other school events that are listed specifically on the school's calendar of events. If a registered sex offender who is the parent/guardian of a student receives a notification from a school teacher or school administrator to attend a meeting regarding his or her child, he/she must follow the protocol set forth in the next paragraph concerning, in general, the presence of registered sex offenders on a diocesan school campus.

In general, a registered sex offender who is the parent/guardian of a student is not allowed to come to campus for any other reason unless they have scheduled a specific appointment directly with the school's administrator/head of school. When an appointment is scheduled with and confirmed by the school's administrator, the parent/guardian must report directly to the Main Office of the school for that appointment and will be escorted by the administrator or his/her designee to the location of the meeting. The parent will be escorted back to the Main Office at the conclusion of the scheduled meeting and must leave the school premises immediately after the scheduled meeting.

STUDENT POLICIES

Bishop Stang High School attempts to create a community based on mutual respect, concern and sense of purpose. These shared responsibilities are reflected in all of the following policies.

ATTENDANCE

Good attendance is a necessary component of a student's education. For this reason, excessive absences from school are not acceptable. All student absences must be verified with a telephone call from a parent or guardian by 10:00 a.m. on the day of the student's absence. The Attendance Office is staffed from 7:15 a.m. to 3:15 p.m., Monday through Friday. For the convenience of parents and guardians who must call earlier, the Attendance Office voice mail accepts messages 24 hours each day, seven days a week. **The student is required to bring a written absence note** to the Assistant Principal of Students upon returning to school. Students should email teachers for assignments when absent from school.

Any foreseen extended absence should be reported by letter to the Assistant Principal of Students at least one week in advance. Only with parent or guardian written permission will a student receive a homework assignment sheet, which must be presented to the student's teachers one week prior to the first day of the extended absence. Assignments given to students must be satisfactorily completed. A student who is absent from school without authorization is considered truant. Any student who cuts class(es) will receive a grade of "0" for work missed. The first offense will result in a Saturday detention and the administration reserves the right to suspend the student. The school reserves the final right to determine the legitimacy of absences, tardies, or dismissals.

Students and parents are advised that extended weekend pleasure trips can only hinder a student's academic progress. Such trips should be avoided. Upon returning to school after unforeseen, legitimate absences, students are responsible for contacting their teachers immediately regarding all schoolwork missed. This work is to be completed as soon as possible but no later than 5 days after the student returns. **When students are absent, they are not permitted to attend or participate in any co-curricular activities, including athletics. This policy also applies to students tardy after the beginning of Period 3 (10:49 a.m.) unless previously approved by the administration.**

Students who are absent for five consecutive school days due to illness must present a doctor's note to the Assistant Principal of Students on the day they return. Excessive absenteeism may result in a student's transfer.

EXCESSIVE ABSENCE

Should a student miss class on **more than six** occasions in a given course during the same marking period, the Assistant Principal of Academics will direct that a "failure for lack of sufficient attendance" be recorded for that quarter. In the **fourth quarter** this policy applies when a **senior** misses class on **more than four** occasions. A review of the quarter failure may be requested if extraordinary circumstances exist. Vacations or trips are not reasons for review. The Administration reserves the right to limit co-curricular/athletic participation

for students with excessive absences.

TARDINESS

Students are considered tardy after the 7:45 a.m. bell. Students who arrive after 7:45 a.m. must report to the Assistant Principal of Students to obtain late slips and must present their student ID at this time. No students tardy for Homeroom are allowed into Homeroom without late slips from the office of the Assistant Principal of Students. **Going out to breakfast and missing homeroom, first-period class or quiet study is also considered a class cut. A class cut results in a Saturday detention and zero for all work missed.** Once students arrive on school property, they must remain until normal dismissal time.

The Assistant Principal of Students records all tardiness. To accommodate emergency situations which may result in tardiness, all students are allowed three tardies per semester. Students who exceed this limit receive an administrative detention for each additional instance of tardiness. Students may be placed on an attendance contract for excessive tardiness. The Administration reserves the right to limit co-curricular/athletic participation for students with excessive tardiness.

CLASS PRANKS

Bishop Stang does not condone class pranks and reserves the right to impose sanctions if, in the opinion of the Administration, damage occurs, safety is compromised or the school climate is disrupted.

CLASS TRUANCY

Students must be present for all assigned classes or activities. Students should never leave classrooms or activity areas without permission; all such actions will be considered a class cut. "Skip" days are not approved by the administration.

DISMISSAL

Once students arrive on school property, they must remain until normal dismissal time. Before school hours, students may not arrive and leave the school grounds. Students should not schedule personal appointments during the school day. If such appointments are absolutely necessary, students must have notes signed by their parents or guardians indicating the **date, time, and reason for the appointment**. The notes should be submitted to the Assistant Principal of Students before 7:45 a.m. Students who fail to bring notes must have their parents or guardians call the Assistant Principal of Students. If the Assistant Principal of Students approves the dismissal, students are responsible for contacting those teachers whose classes they will miss in order to obtain all assignments and homework. **There should be no early dismissal on class Penance Service Days.** We request that parents schedule appointments at another time. All students must adhere to this policy, regardless of age. School personnel confirm all dismissals with students' parents or guardians.

Students who miss classes because of school-related dismissals, such as field trips, retreats, athletic events or other co-curricular activities, must seek the prior approval from all teachers whose classes they will miss. Students are responsible for all assignments and

homework.

Students with approved early dismissal must sign-out in the designated three ring binder in the business office. Any parent/guardian picking up a student for early dismissal must sign the student out in the binder provided in the business office. (This excludes students who are dismissed by the school nurse.)

DRESS CODE POLICY

The purpose of the dress code at Bishop Stang High School is to enhance the appearance of the student body and promote self-esteem and pride in performance. The School Administration retains the right to send home any student whose appearance is deemed unacceptable. This includes excessive use of makeup or jewelry, nose rings, nose studs, body piercing, gauges, chokers, or earrings worn by male students. Uniforms should be kept tidy and worn with pride. No buttons, pins or other extraneous objects may be worn on students' uniforms unless prior approval is obtained from school administrators. **Uniforms may not be altered in any way and skirt pleats may not be stitched. Short skirts are not appropriate and are not allowed. Uniforms must be kept clean and in good repair without holes or alterations.**

GIRL'S UNIFORM

Tops: (Choose one of the following options)

- Donnelly's Oxford button-down blouse with logo (white or blue, long or short sleeve). Note: Blouse must be tucked in.
- Donnelly's fitted Oxford button-down blouse with logo (white only, $\frac{3}{4}$ sleeve). Note: Fitted blouse may be un-tucked.
- Plain white T-shirts (no writing or pictures) are allowed under shirts.
- Optional: Donnelly's uniform sweater with logo (cardigan, pullover or vest).

Bottoms: (Choose one of the following options)

- Donnelly's uniform plaid skirt (hemmed no shorter than the top of the knee). Note: Black uniform tights are **required** under skirt.
- Donnelly's uniform khaki mid-rise twill slacks. Note: Belt must be worn properly.

Accessories:

- Required: Dress shoes with a closed toe and closed back (no type of athletic shoes, slip-ons, sandals, ballet slippers, clogs or boots).

BOY'S UNIFORM

Tops:

- Oxford button-down shirt with logo (white or blue, long sleeve or short sleeve). Note: Shirt must be tucked in.
- Donnelly's uniform Maroon/Grey tie is **required** with oxford shirt.
- Plain white T-shirts (no writing or pictures) are allowed under shirts.
- Optional: Donnelly's uniform sweater with logo (cardigan, pullover or vest).

Bottoms:

- Donnelly's uniform khaki pants (pleated or flat front).

Accessories:

- Required: Belt must be worn.
- Required: Solid color socks must be worn.
- Required: Dress shoes (no type of athletic shoes, turf shoes, sandals, western boots, work boots, work shoes or clogs).

No hats may be worn in the school building at any time.

Only due to medical emergency would a student be exempt from complying with the uniform code. The exact nature of the emergency should be communicated to the Assistant Principal of Students. The Administration will determine the proper dress code for the student in question. Parents will be notified of the decision.

All teachers should assign administrative detentions to students who, during the school day, violate the school dress code. **Uniform infractions, which are not immediately correctable, may result in the student being sent home. (This includes short skirts.)**

Donnelly Uniforms 1-800-498-0045

www.donnelysclothing.com

EVICION FROM CLASS

It is a very serious matter when students are asked to leave class due to disruptive behavior. Students must report to the office of the Assistant Principal of Students. Students who are asked to leave class will receive a Saturday detention and parents/guardians will be notified.

NON-UNIFORM DAYS

When students are not required to wear uniforms in school, they are to be appropriately attired. All tops worn by both males and females must have sleeves. No halter or tank tops, short shorts, yoga pants, form fitting leggings, or short skirts are allowed. Shorts must not be shorter than just above the knee. Tops or pants that expose midriff areas are not permitted. Clothing that is offensive or immodest will not be tolerated. Torn clothing (especially jeans with holes) may not be worn to school on non-uniform days. **Hats are not to be worn in the school building at any time.** Boys may not wear earrings. Other than earrings, girls may not have visible piercings. Students must conform to the hairstyle policy. Students with more than three (3) or more administrative detentions for uniform violations forfeit their non-uniform day privilege.

UNUSUAL HAIRSTYLES

The Administration reserves the right to take appropriate action whenever it deems a hairstyle to be unusual. An unusual/extreme hairstyle is constituted by, but not limited to: mohawks, faux-hawks, shaved lines/designs, unusual/unnatural colors, hair that covers the eyes, excessively long hair (touching the shirt collar or longer), or pony tails on males. Unusual accessories including but not limited to bows, flowers, bandanas, etc. may not be worn. Boys must be clean-shaven at all times. Senior boys may wear a neatly trimmed beard.

PUBLIC DISPLAYS OF AFFECTION

Inappropriate public displays of affection are not permitted within the school, on school grounds, on school buses/vans, and at school-sponsored events.

RACISM

All forms of racist language, and/or symbolism, implied or direct, is completely contrary to the mission of Bishop Stang High School. This includes, but is not limited to, speech, written word, and all forms of media in or out of school.

SAFETY BELT POLICY

All operators and passengers of motor vehicles are required to properly fasten seat belts while on school property.

Students/Faculty/Staff may report a violation of the policy to the Assistant Principal of Students.

SAFETY MEASURES

Measures taken to ensure some degree of personal safety include requiring all visitors, lecturers, and salespeople to obtain and to wear visitors' identification passes while on school property. All exterior doors are secured. Students should not open exterior doors for anyone or for any reason during the school day.

Student ID's must be carried on the person in school, on school grounds, on school buses, and at all school-sponsored events. Students arriving late must produce their ID when signing in at the Assistant Principal of Students' office. Students who cannot provide ID's when requested will receive an administrative detention. Any lost student ID must be reported to the Assistant Principal of Students' Office. The student ID replacement cost is \$5.00.

THREATS (implied or direct)

Any threats made regarding oneself, others, or school are always taken very seriously. The minimal disciplinary action is out-of-school suspension. The student may not return to school without documentation from an out-of-school professional who is not a member of the student's family. This documentation must indicate that the student is of no danger to self or others. (Please refer to the Language section on page 19.)

WEAPONS

Students in possession of any weapons, including all types of, but not limited to, knives, chains, guns, mace, pepper spray, toy and water guns, whether on their persons, in their lockers or vehicles, are subject to administrative action which may result in a student's suspension or withdrawal from the school.

HARASSMENT POLICY

Bishop Stang High School is a community in which all members have the right to feel both safe and respected, and to live, work, and learn in an environment that is free from harassment. (Bullying and/or cyber bullying is a common form of harassment.) Behavior that undermines these rights will not be tolerated. It is this school's policy that no member of the school community may harass another member. In all cases of harassment, the school will maintain confidentiality to the extent possible.

Some examples of harassment include, but are not limited to, the following:

Physical	
Bumping into someone	Unwelcome or unnecessary touching, patting or hugging
Pushing or shoving	Pinching, grabbing
Standing in someone's way	Hitting or punching
Standing too close	
Verbal	
Threats	Extorting money
Sexual stories, jokes or rumors	Notes, letters, graffiti
Inappropriate e-mail or instant Messaging, blogging	Pressure for sexual activity or date
Insults	
Non-Verbal	
Obscene gestures	Sexting
Picture or drawings	Staring at someone's body
Gestures or looks (winking, licking lips, suggestive body movements)	Pantomiming in an insulting way
Hazing	Intimidation (bullying)
Procedure	

Any harassment complaint should be reported to:	
School Administrator	School counselor
Teacher	Peer Mediator/coordinator
School Nurse	Campus Minister

Complaints can be filed informally or formally.

Informal Complaint:

- Student verbally (or in writing) files a harassment complaint.
- The complaint is investigated by the administration.
- Administration may suggest peer mediation or some other form of appropriate, effective, or corrective action.
- Administration will continue to monitor the situation, encouraging continued communication between the accused and the administration, as well as between the complainant and the administration, in order to prevent the reoccurrence of the conduct and minimizing the burden on the student who has been harassed.
- A student has the right, at any time, to end the informal process and go forward with a formal complaint.

Formal Complaint:

- The student and parents complete the “Bishop Stang High School – Discriminatory Practice Review Student Harassment Form.”
- The alleged harasser and his/her parents/guardians are notified of the formal complaint.
- Administration conducts a thorough investigation.
- Administration will take appropriate, effective, and corrective action.
- Administration will continue to monitor the situation, encouraging continued communication between the accused and the administration, as well as between the complainant and the administration, in order to prevent the reoccurrence of the conduct and minimizing the burden on the student who has been harassed.
- Both parties are notified of administrative decisions made to ensure the safety of all students.

**BULLYING PREVENTION AND INTERVENTION PLAN
FOR THE DIOCESE OF FALL RIVER**

“Every human being is created in the image of God and redeemed by Jesus Christ, and therefore is invaluable and worthy of respect as a member of the human family.”

The body of Catholic social teaching opens with the human person, but it does not close there. Individuals have dignity; individualism has no place in Catholic social thought. The principle of human dignity gives the human person a claim on membership in a community, the human family.” (Taken from Byron, William J. S.J., *Ten Building Blocks of Catholic Social Teaching*. (2010). America: The National Catholic Weekly. American Press Inc.)

This plan is to be an addendum to the parent/student handbook, and it will immediately become part of the policy book of the Diocese of Fall River. The plan will be available on the diocesan website as well as each school’s website.

I. Definitions

The Diocese of Fall River and Bishop Stang High School prohibit bullying, cyber-bullying, and retaliation as defined below. Bullying, cyber-bullying, and retaliation can occur on or off school property, and during or outside of school hours.

“Bullying” is the repeated use by one or more students or by a member of a school staff including, but not limited to, and educator, administrator, school nurse, cafeteria worker, custodian, bus driver, athletic coach, advisor to an extracurricular activity or paraprofessional of a written, verbal, or electronic expression or a physical act or gesture or any combination thereof, directed at a victim that: causes physical or emotional harm to the victim or damage to the victim’s property; places the victim in reasonable fear of harm to himself or of damage to his property; creates a hostile environment at school for the victim; infringes on the rights of the victim at school; or materially and substantially disrupts the educational process or the orderly operation of the school. For the purposes of this section, bullying shall include cyber-bullying. (Massachusetts General Laws c. 71 § 370)

“Cyber-bullying” is bullying through the use of technology or any electronic communication, which shall include, but shall not be limited to, any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo electronic or photo optical system, including, but not limited to, electronic mail, internet communications, instant messages, or facsimile communications. Cyber-bullying shall also include: the creation of a web page or blog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages, if the creation or impersonation creates any of the conditions enumerated in the definition of bullying. Cyber-bullying shall also include the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions included in the definition of bullying. (Massachusetts General Laws c. 71 § 370)

“Retaliation” against a person who reports bullying, provides information during an investigation of bullying, or witnesses or has reliable information about bullying shall be prohibited. (Massachusetts General Laws c. 71 § 370)

“Hostile Environment” is a situation in which bullying causes the school environment to be permeated with intimidation, ridicule, or insult that is sufficiently severe or pervasive to alter the conditions of a student’s education. (Massachusetts General Laws c. 71 § 370)

“Aggressor” is a student or a member of a school staff including, but not limited to, an educator, administrator, school nurse, cafeteria worker, custodian, bus driver, athletic coach, advisor to an extracurricular activity or paraprofessional, who engages

in bullying, cyber-bullying, or retaliation.

“**Target**” is a student against whom bullying, cyber-bullying, or retaliation has been perpetrated.

“**Staff**” includes, but is not limited to, educators, administrators, counselors, school nurses, cafeteria workers, custodians, bus drivers, athletic coaches, advisors to extracurricular activities, support staff, or paraprofessionals. (Massachusetts General Laws c. 71 § 370)

Bullying shall be prohibited: (i) on school grounds, property immediately adjacent to school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by a school district or school, or through the use of technology or an electronic device owned, leased or used by a school and (ii) at a location, activity, function or program that is not school related, or through the use of technology or an electronic device that is not owned, leased or used by a school, if the bullying creates a hostile environment at school for the victim, infringes on the rights of the victim at school or materially and substantially disrupts the education process or the orderly operation of a school. Nothing contained herein shall require schools to staff any non-school related activities, functions or programs. (Massachusetts General Laws c. 71 § 370)

II. **Formal Procedure for Reporting**

Students are to report any and all bullying, cyber-bullying, and retaliation to teachers or staff.

Staff and teachers are to report any and all bullying, cyber-bullying, and retaliation to the principal or his or her designee.

Parents, guardians, and others are to report all bullying, cyber-bullying, and retaliation to the principal or his or her designee.

This reporting may be done verbally or in writing. This reporting of bullying, cyber-bullying, or retaliation may be made anonymously; however, no disciplinary action shall be taken against a student solely on the basis of an anonymous report. The principal and his or her designee will respond to and investigate all **credible** reports of bullying, and ensure proper documentation. This investigation will provide for the following:

- **Safety of the target**

The principal or designee will take steps to assess the need to restore a sense of safety to the alleged target and/or to protect the alleged target from

possible further incidences. Responses to promote safety may include but are not limited to: predetermining seating arrangements in the classroom, at lunch, or on the bus; identifying a staff member who will act as a “safe person” for the target; and altering the classroom schedule to reduce that aggressor’s access to the target. The principal or designee will take additional steps to promote safety during or after the investigation, as necessary.

- **Protection of the reporter, witness, or provider of information during the investigation**

The principal or designee will implement appropriate strategies for protecting a student who has reported/witnessed or provided information during an investigation of a bullying situation. These responses may include but are not limited to the same responses noted for the safety of the target.

- **Notification, including the parents of both the target and the aggressor, as well as notification of law enforcement**

- a. Parents/Guardians: Upon determining that bullying or retaliation has occurred, the principal or designee will promptly notify the parents or guardians of the target and the aggressor of this, and of the procedures for responding to it. There may be circumstances in which the principal or designee contacts parents or guardians prior to any investigation. Notice will be consistent with state regulations at 603 CMR 49.00.
- b. Notice to another school: If the incident involves students from more than one school, the principal or designee will notify by phone any and all schools so that each may take appropriate action.
- c. Notice to Catholic Education Center: After determining that bullying has taken place, notice should be given immediately to the superintendent or his or her designee.
- d. Notice to law enforcement: At any point after receiving a report of bullying or retaliation, if the principal or designee has a reasonable basis to believe that criminal charges may be pursued against the aggressor, the principal or designee will notify the local law enforcement agency. Notice will be consistent with the law and locally established agreements with the local law enforcement agency.

III. **Investigation**

The principal or designee will investigate promptly all reports of bullying or retaliation and, in doing so, will consider all available information known, including the nature of the allegation(s) and the ages of the students involved.

During the investigation the principal or designee will, among other things, interview students, staff, witnesses, parents or guardians, and others as necessary. The principal

or designee (or whoever is conducting the investigation) will remind the alleged aggressor, target, and witnesses that retaliation is strictly prohibited and will result in disciplinary action.

Interviews may be conducted by the principal or designee, other staff members as determined by the principal or designee, and in consultation with the school counselor, as appropriate. To the extent practicable, and given his/her obligation to investigate and address the matter, the principal or designee will maintain confidentiality during the investigative process. The principal or designee will maintain a written record of the investigation.

IV. Determinations

The principal or designee will make a determination based upon all of the facts and circumstances. If, after investigation, bullying or retaliation is substantiated, the principal or designee will take steps reasonably calculated to prevent recurrence and to ensure that the target is not restricted in participating in school or in benefiting from school activities. The principal or designee will: 1) determine what remedial action is required, if any, and 2) determine what responsive actions and/or disciplinary action is necessary.

Depending upon the circumstances, the principal or designee may choose to consult with the students' teacher(s) and/or school counselor, and the target's or aggressor's parents or guardians, to identify any underlying social or emotional issue(s) that may have contributed to the bullying behavior and to assess the level of need for additional social skills development.

The principal or designee will promptly notify the parents or guardians of the target and the aggressor about the results of the investigation and, if bullying or retaliation is found, what action is being taken to prevent further acts of bullying or retaliation. All notice to parents must comply with applicable state and federal privacy laws and regulations. Because of the legal requirements regarding the confidentiality of student records, the principal or designee cannot report specific information to the target's parent or guardian about the disciplinary action taken unless it involves a "stay away" order or other directive that the target must be aware of in order to report violations.

V. Range of disciplinary actions that may be taken against an aggressor for bullying, cyber-bullying, or retaliation

Each school in the Diocese of Fall River will include bullying, cyber-bullying and retaliation into the age appropriate disciplinary code that is included in the student/parent handbook. These disciplinary codes may include, but are not limited to, suspension and expulsion.

VI. Any student who knowingly makes a false accusation of bullying, cyber-bullying, or retaliation shall be subject to disciplinary action up to and

including suspension or expulsion.

- VII. At the discretion of the principal or his or her designee, counseling or referrals to Catholic Social Services will be made available to targets, aggressors, and/or family members.

***Nothing in this policy is intended to prevent the school administration from taking disciplinary action against a student for conduct that does not meet the definition of bullying, as defined above, but nevertheless is inappropriate for the school environment.*

TOBACCO PRODUCTS

The use or possession of tobacco products of any type, including electric cigarettes, is not permitted at school-sponsored events, in the school building, or on school grounds including cars and buses. A student found using or in possession of tobacco products receives a one-day in-house suspension which includes a Saturday detention. A second such offense in the same school year may result in a transfer. Any tobacco products seen on school property will be confiscated. A hearing before school officials is afforded all students and their parents or guardians. Any type of electronic nicotine delivery system (ENDS), including but not limited to, e-cigarettes, “vaping”, “Juuling”, or “dabbing” devices, will be considered drug paraphernalia and a violation of our school and athletic department Drug & Alcohol policies.

HAZING

The Massachusetts law regarding hazing is reproduced in its entirety in this handbook for the purpose of awareness and the acknowledgment of all legal aspects by all students.

THE COMMONWEALTH OF MASSACHUSETTS

Chapter 665 - An Act Prohibiting the Practice of Hazing

Be it enacted by the Senate and the House of Representatives in General Court assembled, and by the authority of the same, as follows: Chapter 269 of the General Law is hereby amended by adding the following three sections:

Section 17. Whoever is a principal organizer or participant in the crime of hazing as defined herein shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year or by both such fine and imprisonment. **The term “hazing” as used in this section and in section eighteen and nineteen shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person.** Such conduct shall include whipping; beating; branding; forced calisthenics; exposure to the weather; forced consumption of any food, liquor, beverage, drug or other substance; or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Section 17. Whoever knows that another person is the victim of hazing in Section 17 and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practical. Whoever fails to report such crime shall be punished by a fine of not more than one thousand dollars.

Section 19. Each secondary school and each public and private school or college shall issue to every group or organization under its authority or operating on or in conjunction with its campus or school, and to every member, plebe, pledgee, or applicant for membership in such organization, and each individual receiving a copy of said Sections 17 and 17, and shall sign an acknowledgment stating that such group, organization or individual has received a copy of said Sections 17 and 17

Each secondary school and each public or private school or college shall file, at least annually, a report with the regents of higher education and, in the case of secondary school, the Board of Education, certifying that such institution has complied with the provisions of this section and also certifying that said school has adopted a disciplinary policy with regard to the organizers and participants of hazing. The Board of Education shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution which fails to make such report.

DRUG AND ALCOHOL POLICY

As educators, the staff of Bishop Stang High School is committed to providing a learning environment that is free from drugs and alcohol.

Bishop Stang High School's drug and alcohol policy and ongoing wellness program are intended to create a drug-free school and reflect the drug and alcohol policies in the other diocesan high schools.

Students possessing, using or under the influence of drugs or alcohol in school, on school property or at school activities is considered a very serious offense. Possession of drug paraphernalia with or without residue, including all vaping devices, is a violation of the school's drug and alcohol policy. A meeting with parents, student and school administrators must occur before the student can return to school. Once heard, the administration will determine actions to be taken which may include transfer, suspension, mandatory drug testing, mandatory counseling, and placement on a disciplinary contract.

If a student violates the drug and alcohol policy a second time, (while at Bishop Stang High School) the second violation may lead to an immediate transfer. Parents will be notified of a second violation and will have the opportunity to be heard.

Students who are selling or distributing any illegal substance to others are subject to immediate expulsion and appropriate law enforcement officials will be notified by the administration.

MASSACHUSETTS “DRUG-FREE ZONE” BILL

The state’s 1989 legislation created a drug-free zone around public and private schools. Dealers convicted of selling drugs or drug paraphernalia in Massachusetts within 1,000 feet of school property are given a mandatory two-year sentence and could face up to 14 years in jail and fines up to \$10,000.

In order to keep Bishop Stang High School a drug-free school, the school reserves the right to invite law enforcement officials to the school property for random and unannounced searches.

DISCIPLINE POLICY

TEACHER DETENTIONS

Teachers are required to assign detentions for classroom infractions, tardiness, missing homework, disruptive behavior, and other behavior inconsistent with the school's academic and personal conduct policies. Students who receive detentions must arrange transportation accordingly. Students are subject to administrative detention if they fail to report for teacher detention.

ADMINISTRATIVE DETENTIONS

School administrators and teachers may assign administrative detentions for violations of the school's disciplinary code or repeated failure to complete assignments.

Administrative detentions are held after school from 2:20-3:00 p.m. Students must be in complete uniform. Students will present detention slips, which have been signed by their parents or guardians, to detention proctors. Failure to return signed slips will result in an administrative detention the following scheduled detention day. Failure to report for administrative detention will result in Saturday detention. Detentions for failure to complete assignments are held on Monday and Wednesday; detentions for violation of the school's disciplinary code are held on Tuesday and Thursday.

SATURDAY DETENTION

Saturday detention is scheduled from 9 a.m. to noon and may be assigned by an administrator for failure to report for administrative detention, flagrant disruption of classes, missing classes or assigned activities without permission, defiance or disrespect, profanity or inappropriate language, inappropriate use of automobiles, leaving the school building or property without permission of school administrators, insubordination or in conjunction with suspensions.

SUSPENSION

Students are suspended for failure to report for Saturday detention, use or possession of tobacco products, possession of drug paraphernalia with or without residue, including all vaping devices on school property or school activities, stealing, forgery, computer tampering, vandalism, defiance or disrespect, skipping school, fighting, gambling, weapons, threats, chronic disruptions, flagrant insubordination, the inappropriate use of electronic devices, and any other warranted infraction of school rules.

The length of the suspension is determined by the Administration. On the day of the in-house suspension, students are required to attend school in complete uniform. It is the responsibility of the suspended students to complete the day's schoolwork. Any tests scheduled for the day of suspension must be taken on that day or no credit is given. Any homework or projects due on the day of suspension are to be submitted on that day or no credit is given. Parents/guardians are notified personally of all cases involving suspension. Suspended students are required to attend a Saturday detention for each day of suspension.

Students on suspension must leave campus at 2:15 and are not eligible to participate in any after school activities. Students on out-of-school suspension will receive zero for all missed work. The length of the out-of-school suspension will be determined by Administration.

SEARCH AND SEIZURE

When the administration has a reasonable suspicion to believe that a student possesses or is concealing any illegal or harmful item, or any item in violation of school policy, a search may be conducted. Parents shall be notified of all student searches. If any illegal or harmful material, or any item in violation of school policy, is found as a result of the search, it may be given to the police.

The school hereby notifies parents/guardians and students that lockers, backpacks, and cars on school property can be searched at any time by an administrator in the school. Police searches of student lockers and cars on school property may be permitted with an administrator present.

DISCIPLINARY CONTRACT

Students who exhibit a continuous disregard for the rules and regulations of Bishop Stang High School, including those with an excessive number of administrative detentions or suspensions, are placed on Disciplinary Probation. At that time, a contract is drawn up by the Assistant Principal of Students and signed by the student and parents. The contract states the requirements by which the student may remain at Bishop Stang High School. Violation of the terms of the contract may result in transfer/ expulsion. Students who are on disciplinary contracts are ineligible for any leadership positions (elected or appointed) within the school. Any student who is placed on contract during the school year will forfeit their leadership position. This includes sports captains. Contracts are confidential.

TRANSFER/EXPULSION

Students may be asked to transfer for the following reasons:

- any threat regarding individual or school safety
- the use, sale and/or possession of drugs/alcohol/vaping devices
- possession of a dangerous weapon, facsimile of a weapon, or inappropriate social media postings that contain weapons
- conviction of a criminal offense
- assault
- infraction of the tobacco products rule for the second time during the same school year
- refusal to permit a search
- violation of Disciplinary Probation Contract
- poor academic performance
- excessive absenteeism or tardiness
- third infraction of Academic Dishonesty
- fourth violation of the electronic equipment policy
- inappropriate use of any video/picture equipment or social networking sites
- chronic disregard for the rules and regulations of Bishop Stang High School
- an infraction which is against school philosophy or Catholic tradition

EXPULSION

Expulsion is mandatory for students who are found to be selling or distributing any illegal substance. Expulsion is also mandatory for students who refuse to transfer when asked to do so by the administration. An expulsion becomes part of the student's permanent record.

The education of a student is a partnership between the parents and the school. The school administration reserves the right to require the withdrawal of a student if the administration determines the partnership is irretrievably broken.

The policies stated here are not considered all inclusive. The administration of Bishop Stang High School acts on any situation which is deemed detrimental to any individual or to Bishop Stang High School as a whole. The President/Principal is the final recourse in all disciplinary situations and for just causes may waive any and all regulations at his discretion.

"All Schools in the Diocese of Fall River are subject to the policies of the Diocese of Fall River. The ** policy manuals of the Diocese of Fall River replace and supersede any contrary statement of policy, procedures, programs, or practices, including but not limited to, any such statement contained in any handbook or manual prepared by any school in the Diocese of Fall River"

**These manuals are available to be read at the Catholic Education Center, 423 Highland Avenue, Fall River, MA 02720.

ATHLETICS AND CO-CURRICULAR ACTIVITIES

All students have the opportunity to participate in the clubs, organizations, and athletic programs available at Bishop Stang High School. Students are strongly encouraged to involve themselves in such activities.

CO-CURRICULAR ACTIVITIES

The following clubs and organizations are sponsored at Bishop Stang High School:

A Capella Choir	Improv Group	Peer Mentors
Art & Photography Club	Literary Magazine (Ethos)	Poetry Club
Astronomy Club	Math Team	Pro-Life Committee
Business Club	Media Production Club	Robotics Team
Campus Ministry	Mock Trial Team	S.A.D.D.
Captain's Club	Multi-Cultural Club	Stang String Club
Coding Club	National Honor Society	Student Ambassadors
Dance Club	Newspaper	Student Council
Expedition Club	Open Mic Committee	Theatre Company
Forensics & Debate Team		Yearbook

ATHLETICS

Interscholastic athletics are a part of the curriculum at Bishop Stang High School. The entire coaching staff embraces the philosophy of the school and desires to teach students and athletes to live out Christian values in all aspects of their lives. The detailed athletics policy, including attendance requirements, academic eligibility, and school policies regarding drug/alcohol/ tobacco, are published in the following pages of this handbook which is distributed to all Bishop Stang High School students.

The following interscholastic athletic activities are sponsored at Bishop Stang High School:

Baseball	Golf	Spring Track
Basketball	Lacrosse	Tennis
Cheerleading	Sailing	Volleyball
Cross Country	Soccer	Weight Training
Field Hockey	Softball	Winter Track
Football	Swimming and Diving	Ice Hockey

ATHLETIC DEPARTMENT POLICIES

Athletics is a part of the curriculum at Bishop Stang High School. All student athletes and their parents/guardians must attend the sportsmanship meeting sponsored by the school.

ACADEMIC

As required by the Massachusetts Interscholastic Athletic Association, a student must attain a passing grade of 65 in the equivalent of **four** major subjects during the marking period preceding the contest or sport in which he/she wishes to participate. Students who do not meet these academic criteria are not allowed to remain on the team.

ATTENDANCE

A student who chooses to participate in athletics at Bishop Stang High School makes a commitment to his/her team and, therefore, must attend all practices and games. Events such as funerals, medical emergencies and conflicts due to a school sanctioned religious or academic event (e.g., Debate Tournaments, Drama Production, Math Meets, not practices) will be considered excused absences. The student athlete or a parent/guardian must inform the Head Coach prior to the absence. To request an exemption for any other reason, the parent or guardian must request a waiver from the Athletic Director one week prior to the absence. Athletes who fail to comply with this rule will be subject to suspension or dismissal from the team. If a waiver is granted, the student athlete may still be subject to a suspension and his/her position on the team is not guaranteed upon return. During vacations and holidays, all team members must be at all practice sessions and at all games. During the April vacation period (*beginning on the Saturday, and ending on the following Sunday*), no mandatory practices or games will be scheduled. No practices or games that are under the school's control will be scheduled on Sundays. On the day of an absence, (excused and unexcused) no student will be allowed to participate in any athletic practice or game. This is also in effect for any student who is tardy beyond the beginning of period 3 (10:29 a.m.). Excused absences for specific school reasons are determined by the Assistant Principal of Students.

AWARD CRITERIA

Every athlete who completes a season of participation will receive a letter or certificate of participation. Athletes who are suspended from participation in athletic contests are not eligible for a letter or certificate.

To earn a letter in a varsity sport, the athlete must participate in varsity competition in 25% of the periods normally played during the season. A period means quarters in sports such as football, basketball, and soccer. It means innings in sports like baseball and softball. All seniors who participate for two consecutive years automatically earn a letter. Coaches have the right to award letters to anyone they feel has met individual team requirements.

Sport	Season	Periods/Points
Cross Country	7 meets	10 points
Field Hockey	16 games	8 halves
Football	10 games	10 quarters
Soccer	17 games	9 halves
Volleyball	20 games	10 sets
Basketball	20 games	10 halves
Track	6 meets	10 points
Ice Hockey	17 games	13 periods
Sailing Team	9 meets	3 meets
Swimming and Diving	8 meets	10 points
Baseball	20 games	35 innings
Golf	16 matches	4 matches
Softball	17 games	20 innings
Tennis	16 matches	4 matches
Lacrosse	16 games	16 quarters

The following are the normal standards. If a season is shortened, the standards will be adjusted

Cheering - Junior varsity cheerleaders receive a certificate of participation. Varsity cheerleaders, who cheer in their first season, receive a certificate of participation. Varsity cheerleaders, who cheer for a second season, receive their letter award. Subsequent varsity seasons receive a varsity award and a bar to indicate an additional season of varsity cheering.

All athletes who letter for the first time receive the chenille 'S'. They also receive an appropriate insert for each sport in which they first letter. Athletes who letter again in the same sport receive bars to indicate additional years as a letter winner.

CAPTAINS

A captain is a special athlete. This athlete has been selected from among his/her peers because he/she has special qualities.

A captain is a leader. As a captain one must be ready to stand head-and-shoulders above his/her teammates. One accepts and follows the athletic training rules. One is a captain at all times. One not only represents himself/herself, but also one's teammates, school, and coaches.

Captains are loyal. Team issues are not discussed with outsiders. If a teammate needs encouragement, a captain provides it. If there is a problem, the captain works with the teammate and the coaches to resolve it.

Captains who fail to live up to these standards will resign their captaincy. A student

who is on disciplinary contract is not eligible for captaincy.

DRESS CODE

Each team has its own dress code for traveling to away games. Athletes are expected to dress neatly and appropriately while traveling to contests.

DRUGS/ALCOHOL/TOBACCO

A student who chooses to participate in athletics at Bishop Stang High School also chooses to be drug, alcohol, and tobacco-free in and out of season.

Athletes must refrain from the use of, possession of, being in the presence of, or in being in pictures/video of drugs, alcohol, vaping devices or tobacco products of any type.

The Bishop Stang Athlete must be in good standing as a citizen of the Bishop Stang community and the community at large.

Consequences for violation of the Drug, Alcohol, and Tobacco rules when not in school, on school grounds, or school buses, vans, or at school-sponsored events:

- ***First time in a four-year span***

Parents will be notified by the Principal of any violations.

MINIMUM PENALTIES:

The student shall lose eligibility for the number of regular season events equaling 25% of the entire season. These events must be consecutive and immediately following the violation. The athlete shall remain at practice for the purpose of rehabilitation.

- ***Subsequent violation in a four-year span***

A meeting will be held with all involved parties (see above). MINIMUM PENALTIES:

The athlete must participate in mandatory counseling as directed by the Principal. The athlete will be suspended from participation in athletic contests for the equivalent of one full season (this may carry over to a second sport). A third offense will result in a full year suspension from athletic participation.

Note: Diocesan and School rules supersede Athletic Department rules.

EQUIPMENT

Each athlete is issued equipment appropriate for the sport. This equipment is loaned to the athlete who is responsible for its return within one week at the end of the season. Equipment not returned must be paid for by the individual athlete. Bills for unreturned uniforms/equipment will be issued one week after the final game/contest.

HAZING

Hazing is prohibited. Hazing means any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced

consumption of any food, liquor, beverage, drug, or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation. Refer to specific hazing policy on page 37.

INJURIES

Injuries must be reported to the coach and the trainer. An insurance claim form must be completed for all injuries that require medical treatment. Our athletic insurance coverage is set up to pay medical bills that are not covered by the individual's insurance. The claim form must be filled out at the time of the injury, even though the individual's insurance is supposed to cover the individual's bills. There is a 90-day limit for filing claims.

The choice of physicians, hospitals, medical walk-in centers, therapy centers, etc. is up to the parent and athlete. Neither Bishop Stang High School nor the trainer will make recommendations concerning these choices.

Bishop Stang student-athletes are required to use the ImPACT Concussion Management Program in order to participate in athletics. Administered by the Athletic Trainer, ImPACT is a state-of-the-art computer-based program developed to help clinicians evaluate recovery during a concussion. Our goal is to create a safer environment for our student-athletes through education, awareness, and clinical care.

LOCKER ROOM

Locker room use is for in-season athletes only. Lockers will be assigned by coaches when applicable. All valuables must be locked in a locker or given to the coach to be secured. Any students stealing may be subject to transfer/expulsion.

The locker rooms should be kept clean and orderly. No food or drink (other than that supplied by the trainer or coaches) should be brought into the locker room. Students may not take pictures or video in the locker rooms at any time.

PHYSICALS

Physical exams within one calendar year are required by MIAA rules. Physicals must be submitted to the health office prior to practicing. Athletes must make their own arrangements and have a note from a physician giving them permission to participate in athletics.

PRACTICE

The department policy on attendance is already stated. Athletes who are legitimately absent should inform their coach. Athletes are responsible to know the practice schedule. Each individual team has its own manner of handling canceled practices or games. Make certain you are aware of your team's policies. No practices or games (that are under the school's control) will be scheduled on Sundays.

ROLE MODELS

Whether the athlete chooses to or not, he/she is looked upon as a role model by the other teammates, students, opponents, and adults. When with his/her team or when attending other sporting events in support of classmates, the Bishop Stang athlete is expected to exhibit good sportsmanship and not get involved in crowd rowdiness or inappropriate behavior, including fighting. The school reserves the right to take disciplinary action in all these situations.

SPORTSMANSHIP

Exhibit Respect For Your Opponent At All Times

Opponents should be treated as guests, welcomed, made to feel comfortable, and treated fairly.

Show Respect For The Officials

Officials are impartial arbiters who are trained to do their jobs and can be expected to do it to the best of their ability. Good sportsmanship implies a willingness to accept and abide by the decisions made by the officials.

Know And Observe The Rules Of The Contest

Be familiar with the current rules of the game and recognize their necessity for a fair contest. Obey the spirit as well as the letter of the rules.

Maintain Self Control At All Times

Good sportsmanship requires that one maintains a proper perspective about winning. Loss of control because of one's irrational desire to win is not what sportsmanship means.

Recognize And Appreciate Skills In Performance

Recognition of a good performance whether by our athlete or by an opponent is a true gesture of sportsmanship. Applause in recognition of an opponent's good performance is an act of generosity, not disloyalty.

TRANSPORTATION

Athletes are to display proper behavior at all times when being transported to and from games. Misconduct could lead to dismissal from a team, or further disciplinary action.

BISHOP STANG CONCUSSION POLICY

Bishop Stang High School is committed to ensuring the health and safety of our students. The following concussion policy utilizes the latest in medical research to prevent and treat head injuries. It is in compliance with MIAA policy and with the Commonwealth of Massachusetts Law Chapter 166: An Act Relative to the Safety Regulations for School Athletic Programs:

Diagnosis & Return to Play

Athletes should complete the following step-wise process prior to return to play following concussion:

- Removal from contest following signs and symptoms of concussion.
- No return to play in current game or practice.

- Medical evaluation following injury. (ImPACT, 2010)

Criteria for return after a concussion/brain injury/head injury (must complete all of the steps):

1. Written clearance from a medical professional (as defined in concussion law). Bishop Stang's Athletic Trainer has the final decision regarding return to play.
2. Completely asymptomatic – no symptoms at all.
3. Normal ImPACT testing.
4. Completed supervised graduated return to play protocol. Each step should take 24 hours. The steps must be completed without return of **any** symptoms. If any symptoms occur, the athlete returns to the previous asymptomatic step, after 24 hours has passed.
 1. No activity – complete rest until all symptoms subside
 2. Light aerobic activity (no lifting) – less than 70% max heart rate.
Examples include: walking
 3. Sports Specific exercise – no activities that include head hitting. Examples include: skating, running drills for basketball or soccer.
 4. Non-contact drills – more complex than step 3. May start lifting at this step. Examples: passing drills for football, shooting drills for soccer, hockey, basketball.
 5. Full Contact Practice- must have a medical professional's clearance and a normal ImPACT test to progress to this step.
 6. Return to game play. (ImPACT, 2010)

Documentation

All concussions sustained prior to each year must be reported by parents on the Medical History Form and will be documented by the Athletic Trainer. Coaches will be informed prior to the beginning of each season of all students within their program who have previously experienced concussions.

Coaches Education

Bishop Stang coaches (paid and volunteer) are required to participate in a Concussion Education Course offered by the National Federation of State High School Associations.

ImPACT Concussion Management Program

Bishop Stang student-athletes are required to use the ImPACT Concussion Management Program in order to participate in athletics. Administered by the Athletic Trainer, ImPACT

is a state-of-the-art computer-based program developed to help clinicians evaluate recovery during a concussion. Our goal is to create a safer environment for our student-athletes through education, awareness, and clinical care.

A Parent’s Guide to Concussion in Sports
National Federation of State High School Associations (NFHS)

What is a concussion?

A concussion is a brain injury which results in a temporary disruption of normal brain function. A concussion occurs when the brain is violently rocked back and forth or twisted inside the skull as a result of a blow to the head or body. An athlete does not have to lose consciousness (“knocked-out”) to suffer a concussion. (NFHS, 2010)

Concussion Facts:

- It is estimated that over 140,000 high school athletes across the United States suffer a concussion each year. (Data from NFHS Injury Surveillance System)
- Concussions occur most frequently in football, but girl’s lacrosse, girls’ soccer, boy’s lacrosse, wrestling and girls’ basketball follow closely behind. All athletes are at risk.
- A concussion is a traumatic injury to the brain.
- Concussion symptoms may last from a few days to several months.
- Concussions can cause symptoms which interfere with school, work, and social life.
- An athlete should not return to sports while still having symptoms from a concussion as they are at risk for prolonging symptoms and further injury.
- A concussion may cause multiple symptoms. Many symptoms appear immediately after the injury, while others may develop over the next several days or weeks. The symptoms may be subtle and are often difficult to fully recognize. (NFHS, 2010)

What should I do if I think my child has had a concussion?

If an athlete is suspected of having a concussion, he or she must be immediately removed from play, be it a game or practice. Continuing to participate in physical activity after a concussion can lead to worsening concussion symptoms, increased risk for further injury, and even death. Parents and coaches are not expected to “diagnose” a concussion, as that is the job of a medical professional. However, you must be aware of the signs and symptoms of a concussion and if you are suspicious, then your child must stop playing. (NFHS, 2010)

Signs and Symptoms of a Concussion	
Signs observed by parents, friends, teachers or coaches:	Symptoms reported by the athlete:
Appears dazed or stunned	Headache
Is confused about what to do	Balance problems or dizziness
Forgets play	Double or fuzzy vision

Is unsure of game, score or opponent	Concentration or memory problems
Moves clumsily	Sensitivity to light or noise
Loses consciousness	Feeling sluggish
Shows behavior or personality changes	Feeling foggy or groggy
Can't recall events prior to/after hit	Confusion (NFHS, 2010)

Works Cited

"A Parent's Guide to Concussion in Sports." National Federation of State High School Associations. NFHS Sports Medicine Advisory Committee, April 2010.
[http://www.nfhs.org/search.aspx?searchtext=A Parent's Guide to Concussion in Sports.](http://www.nfhs.org/search.aspx?searchtext=A%20Parent's%20Guide%20to%20Concussion%20in%20Sports)

"Concussion Resource Center." ImPACT Test. ImPACT Applications, Inc., 2010 <http://impacttest.com/concussion/overview>.

Resources

"Consensus Statement on Concussion in Sport 3rd International Conference on Concussion in Sport Held in Zurich, November 2008." Clinical Journal of Sport Medicine. 19.3 (2009): 175-200.
[http://journals.lww.com/cjsportsmed/Fulltext/2009/05000/Consensus Statement on Concussion in Sport 3rd.1.aspx](http://journals.lww.com/cjsportsmed/Fulltext/2009/05000/Consensus%20Statement%20on%20Concussion%20in%20Sport%203rd.1.aspx).

Halstead, Mark E., and Kevin D. Walter. "Sport-Related Concussion in Children and Adolescents." American Academy of Pediatrics.126.3(2010):597-614.
<http://aappolicy.aappublications.org/cgi/content/full/pediatrics;126/3/597>.

RESOURCE TELEPHONE NUMBERS

Aids Ministry	508-674-5600 x 2920
Al-Anon/Alateen	508-366-4663
Birthright (New Bedford)	508-996-6744
Catholic Social Services (Pregnancy & Adoption)	508-997-7337
New Bedford Crisis Center	508-996-3144
Rape Crisis	508-675-0087
Project Rachel	508-997-3300
Samaritans	800-893-9900
Smokers Quitline	800-879-8678