

New Family FAQ'S

Arrival:

The school day begins with the 8:00 a.m. bell. Since full supervision is not provided until 7:30 a.m., we request that students not arrive prior to that time. **Car riders and walkers may not arrive prior to 7:30 a.m. when the front doors unlock. (Exceptions to this rule: students who arrive on early buses, those who participate in Tuesday morning music lessons, car riders with special permission.)**

Early arrival students report to the teacher on early morning duty. She will be stationed initially in the alcove by the back door, and then will move to the gym. After 7:45 a.m., all students report directly to homerooms upon arrival. At the 8 a.m. bell, school will begin, i.e., students are to be seated in their classrooms ready for the day. *All students, therefore, should walk into the building no later than 7:55 a.m. Any student entering the classroom after the 8 a.m. bell will be marked late. Parents, please note: after the doors lock at 8:00 a.m., you must sign your child in at the reception window.*

Buses will enter the parking lot via the Bethany Road entrance and turn right to the rear parking lot. Bus students will be discharged by the cafeteria door. Buses will exit by the Bethany Road exit.

Car Rider Drop-off Procedure:

- Cars enter by way of the Hillcrest Road entrance.
- Cars follow the red arrows in the lanes along the ball field. Cars turn left at the end of those lanes into the "drop-off chute" along the sidewalk in front of the church and school.
- Lanes alternate. Please be alert and aware; follow the directions of the traffic controller.
- First car into the chute pulls up as far as possible (furthest spot would be the school entranceway).
- Next car pulls up right behind; next right behind that car, etc., until the "chute" is full (last car would end up along the sidewalk by the front window of the parish office).
- Students disembark from cars on the passenger side onto the sidewalk and proceed into school.
- After that line of cars discharges passengers, and proceeds along the lane by the parish house to the Hillcrest Road exit, the "drop-off chute" fills up again.

Dismissal:

Early Dismissal: Our school day ends at 2:15 p.m. Any change in dismissal plans should be sent in writing at the beginning of the school day. If it is absolutely unavoidable that a student be picked up early, pick up must be made by 1:50 p.m. No early dismissals will be allowed after 1:50 p.m. From then on, all students must wait to exit the building with the car riders.

Change in Mode of Transportation: Any change in a student's mode of transportation at dismissal must be noted in writing. In lieu of such words as "today" and "tomorrow," please utilize the **date** of the day you are indicating.

Bus dismissal begins at approximately 2:10 p.m. on full days and 12:10 p.m. on half days. Students board buses in front and back of the school and buses exit onto Hillcrest or pull around the school to exit on Bethany Road. Bus dismissal is normally completed by 2:20 p.m. on full days and 12:20 p.m. on half days.

Car riders and walkers are dismissed immediately after bus students. Realistically, since they are dismissed following the bus riders, car riders and walkers begin leaving the building by 2:20 p.m. on full days and 12:20 p.m. on half days. Drivers must adhere to the following procedure:

1. Enter the parking lot by way of the Hillcrest Road entrance.
2. Meet students in the "safe" areas for K-3 and Gr. 4-8.
3. Leave the parking area by driving away from the school to the Hillcrest Road exit.
4. Between 2 p.m. and 2:30 p.m. do not drive in the lane in front of the school.

Late Pick-up: After 12:30 p.m./2:30 p.m., students not met at the 12:15 p.m./2:15 p.m. dismissal will be sent to EDP. Parents will be required to assume any costs incurred for this service.

Lunch:

Students in grades K to 8 eat lunch in the cafeteria. Students may bring their own lunch or purchase the "hot lunch" prepared by the cafeteria staff. Monthly menus are listed on the website. A limited number of a la carte

items are also available. Students may not bring glass containers or cans of soda to school. Parents are urged to pack healthy lunches in proportion to what the child would normally eat at home.

Forgotten lunches may be dropped off at the main office. For whatever reason, if students find themselves without lunch, they are to inform either their classroom teacher or cafeteria staff and they will be provided with lunch.

CALL-IN PROGRAM

At the beginning of the school year, parents/guardians will receive a form requesting information for our Call-In Program. This mandatory program is for the protection of our children. Whenever your child is absent or will be late for any reason, call 732-264-5578 (press 2) at any time. State your child's name, homeroom, and the date(s) that the child will be absent or late. Parent volunteers check the voice mail at this number every morning, and if a call has not been received for a child who is absent, the parent volunteer will notify that child's parent/guardian at the number specified on the Call-In information form.

DRESS CODE

Unless otherwise notified, all students must be in uniform from the first to the last day of school.

- Your child's name and class must be placed on the inside of all apparel.
- Personal cleanliness and neatness in appearance are demanded at all times. Parents must insure that their children have clean, neatly arranged hair. Hair color must be natural looking.
- Acceptable length for boys' hair: No longer than collar length in the back, no longer than the eyebrows on the forehead, no longer than the ears on the side. For boys whose hair grows out rather than down, hair length should be no more than two inches uncurled.
- Girls' hair should be no longer than the eyebrows on the forehead.
- Extreme hairstyles and hair accessories will not be permitted for either boys or girls.
- No make-up may be worn. Only clear nail polish is permitted for K - 6. Add pale, French manicure for 7th/8th.
- Girls may wear one pair of small post or hoop (no more than a half-inch in diameter) earrings. Boys may not wear earrings.
- Boys and girls may wear no more than one ring on each hand. Boys and girls may wear a watch.
- Students may wear one support bracelet or one friendship bracelet or one rainbow loom bracelet.
- A religious medal may be worn *inside* the knit shirt, oxford shirt, or turtleneck.
- No jewelry of any other kind may be worn to school.
- During extreme wintry conditions, girls may wear leggings or sweat pants under their jumpers/kilts but these must be removed in homeroom.

EXTENDED DAY PROGRAM (EDP)

The Extended Day Program (EDP) is established to serve busy families of St. Benedict who desire supplementary day care in the Catholic environment. This program provides care, supervision, recreation, and enrichment activities. The EDP program is open to registered families from 2:15 P.M. to 6:00 P.M. each full school day, and from 12:15 P.M. to 6:00 P.M. on scheduled early dismissal days. Our program is planned and organized to provide various activities, which include arts and crafts projects, games and recreation, quiet time and snack time. Outside activities will also be planned. Also, a room will be set aside for homework assignments with resource materials available. **Note: Any change in a child's EDP schedule (daily or long term) must be sent in writing to the homeroom teacher.**

Medication in School: If medication is to be administered by the nurse during school hours, the following guidelines must be followed:

- Students are not allowed to carry medications with them while in school. Medication must be stored in the nurse's office, and the nurse must administer the medication at the proper time.
- All medications, prescribed and over-the-counter, should be brought to school by the parent or guardian in the original, labeled bottle or container.
- A written and signed order from a legal prescriber (physician, dentist or nurse practitioner) must accompany all medications, including prescribed and over-the-counter medicines, i.e. Advil, Tylenol.

Approved Uniform

Fall and Spring Uniform

Options for Grade K - 4 Girls

Khaki plaid uniform jumper (worn no shorter than 3 in. above kneecap)
Khaki uniform pants
Khaki walking shorts (worn no shorter than 4 in. above kneecap)
Khaki skort (worn no shorter than 4 in. above kneecap)
White oxford short-sleeve shirt (worn inside pants, shorts, skort)
White banded-waist short sleeve polo
Navy short or long-sleeve polo
Navy cardigan sweater or vest
Navy, white, khaki crew or knee socks
Uniform school shoes (with crew or knee socks)--worn with jumper or pants
Sneakers (with no-shows, quarter socks, crew or knee socks)--worn with shorts or skorts

Options for Grade 5 - 8 Girls

Khaki plaid kilt (worn no shorter than 3 in. above the kneecap--front and back)
Khaki uniform pants
Khaki walking shorts (worn no shorter than 4 in. above kneecap)
White oxford short-sleeve shirt (worn inside kilt, pants, shorts)
White banded-waist short sleeve polo
Navy short or long-sleeve polo
Navy cardigan sweater or vest
Navy tights or knee socks (with kilt)
Navy, white, khaki crew socks
Uniform school shoes (with appropriate tights or socks)--worn with kilt or pants
Sneakers (with no-shows, quarter socks, or crew socks)--worn with shorts

Options for Grade K - 8 Boys

Khaki uniform pants (worn at the waist)
Khaki walking shorts (worn at the waist)
White oxford short-sleeve shirt (worn inside pants/shorts)
White knit short-sleeve polo
Navy long-sleeve or short-sleeve polo
Navy pullover sweater or vest
Navy, khaki, or white crew socks
Black or brown belt (except Kindergarten)
Uniform school shoes (with socks)--worn with pants
Sneakers (with no-shows, quarter socks, or crew socks)--worn with shorts

Winter Uniform

Options for Grade K - 4 Girls

Khaki plaid uniform jumper (worn no shorter than 3 in. above kneecap)
Khaki uniform pants
White oxford long or short-sleeve shirt (worn inside with pants)
Navy long-sleeve polo
White turtleneck (worn inside with pants)
Navy cardigan sweater or vest (mandatory for oxford or turtleneck with jumper and pants)
Navy knee socks or tights (with jumper)
Navy, khaki, white crew socks (with pants)
Uniform school shoes

Options for Grade 5 - 8 Girls

Khaki plaid kilt (worn no shorter than 3 in. above kneecap--both front and back)
Khaki uniform pants
White oxford long or short-sleeve shirt (worn inside with kilt and pants)
Navy long-sleeve polo
White turtleneck (worn inside with kilt and pants)
Navy pullover sweater or vest (mandatory for oxford or turtleneck with kilt and pants)
Navy knee socks or tights (with kilt)
Navy, khaki, white crew socks (with pants)
Uniform school shoes

Options for Grade K - 8 Boys

Khaki uniform pants (worn at the waist)
White oxford long or short-sleeve shirt (worn inside pants)
White turtleneck shirt (worn inside pants)
Navy long-sleeve polo
Navy pullover sweater or vest (mandatory with oxford or turtleneck)
Navy, khaki, or white crew socks
Black or brown belt (except Kindergarten)
Uniform school shoes

A Note about Polo Shirts

We require SBS students to make a neat, presentable appearance. If that requirement can be met with a polo shirt worn outside of pants or shorts, we will allow the shirt to be worn in that manner. If the requirement cannot be met, the shirt must be tucked into the pants or shorts. In most cases, it will be younger students who can fulfill the requirement with an untucked polo. The principal reserves the right to make that judgment.

Gym Uniform

For Girls and Boys Grades K - 8

Gray heather t-shirt with logo
Navy twill shorts or jams worn at the waist
Navy sweatshirt and sweatpants (optional in fall/spring; mandatory in winter)
White no-shows, quarter socks, or crew socks
Sneakers (laced and tied at all times)

Uniform Shoes

In addition to the uniform clothing, students at St. Benedict School are required to wear uniform shoes. The most important aspect of these shoes is that they have **non-marking soles**. Two different style options are available for all students, and an additional option is available for boys and girls in Kindergarten to Fourth Grade:

For All Students

- Tan Nubucks: Tie shoes; tan nubuck upper; red non-marking soles
- Brown or Black Oxfords: Tie shoes; brown or black leather uppers; brown or black traction-style non-marking soles

For Girls in Grades K - 4

- Single Strap Buckle Shoe: Navy blue leather upper; non-marking sole

For Boys in Grades K - 4

- Velcro Strap (please note that this shoe is not a sneaker): Black leather upper; non-marking sole

Reminder

Sneakers may be worn with the Fall Uniform Shorts Option. If your child will be using this option, you may want to delay purchase of school shoes to allow as much time as possible for foot growth. All students must be in school shoes after the Winter Uniform Changeover, which occurs in mid October.

Fall Sports	Winter Sports	Spring Sports
Cross Country Co-Ed 3-8 \$	Girls Junior JV Cheerleading 3-4	Girls Varsity Softball 6-8
Girls/Boys Soccer 6-8	Girls JV Cheerleading 5-6	Girls JV Softball 5 \$45
	Girls Varsity Cheerleading 7-8	Boys Varsity Baseball 7-8
	Girls Grade 5 Basketball 5	Boys JV Baseball 5-6
	Girls Grade 6 Basketball 6	Track & Field Co-Ed Varsity 5-8
	Girls Grade 7 Basketball 7	
	Girls Grade 8 Basketball 8	Track & Field Co-Ed JV 3-4
	Boys Grade 5 Basketball 5	
	Boys Grade 6 Basketball 6	
	Boys Grade 7 Basketball 7	
	Boys Grade 8 Basketball 8	
	Intramural Basketball (Co-ed) 3-4	

Clubs

- Animation Club
- Art Studio
- Band
- Board Game Club
- Builders Club
- Chess Club
- Computer Craze
- Drama Club
- Design U
- 3,2,1 Art is Fun
- Girls Jam
- Girls Outdoor Adventure Club
- Lego Club
- School Choir
- Student Council
- Yearbook