

Little Flower Catholic School

317-353-2282

www.littleflowerparish.org

Be it known to all who enter here that JESUS CHRIST is the reason for this school. He is the unseen but ever present teacher in its classes. He is the model of its faculty and the inspiration of its students.

Expectations

This year we expect all students, parents, and staff to continue the Challenge to **RISE:**

RESPECT INTEGRITY STEWARDSHIP EXCELLENCE

Respect

Love one another.

Each person has a unique point of view. We will listen to and learn from others.

We will accept others as they are, recognizing that we are all different.

We will value our own abilities, mind, and body and strive to improve ourselves every day.

We will not yell at one another. We will attack problems, not people.

Violence, whether physical or verbal, is unacceptable.

Integrity

Honesty is expected of all, all the time.

Registration is an agreement by students AND parents to follow all school rules.

We will not spread rumors or gossip.

No one will cheat, plagiarize, or accept credit for work they did not do.

Stewardship

The building and grounds of Little Flower belong to all of us. It is EVERYONE'S responsibility to keep them clean.

Each of us must do our best to promote Little Flower. If problems arise, they should be addressed to the appropriate person, not in the "parking lot".

Each student, parent, and staff will provide time, talent, and treasure to Little Flower as their personal circumstances allow.

Excellence

"Your life is God's gift to you. What you make of it, is your gift to God."

As Little Flower School pledges to provide the best education possible, all students and parents pledge to give their best effort.

Students will complete all work to the best of their ability.

Students, parents, and staff will strive to always represent Little Flower, as a student, athlete, fan, or guest, in a positive manner.

Whatever you choose to do, do it as well as you possibly can.

Parent Responsibilities

- Parents will show mutual respect to staff, students, and parents and model this behavior for their child. Good manners and courtesy will be demonstrated at all times when interacting with staff, students, and parents.
- All parents will abide by the school policies and use appropriate channels of communication with teachers and administration.
- If parents have questions for their child's teacher they should e-mail, call, or send a note with their child requesting a reply. Parents may not interrupt the classroom once the day has begun or discuss problems with teachers before school or during dismissal.
- Parents must make sure their child brings to school all needed school supplies to complete schoolwork.
- To aid the children to do their best in school and begin their day on a positive note, parents must make sure students arrive on time (in the classroom prior to 7:50) every day.
- Parents will support fundraising events as much as possible.
- Parents will enforce the uniform policy and make sure their child comes to school with clothes that meet these standards.
- To promote a positive image of the school, parents will address problems and issues to the appropriate staff at an appropriate time and place. Avoid negative conversations and gossip that can lead to a negative impression of our school.
- Parents should help their child to work independently and make appropriate choices. Homework is to be done by the student, not the parent. Parents need to provide students with the time, place, and supplies to successfully complete homework assignments. Parents must check that homework is completed before signing the assignment notebook.
- During drop off and dismissal, the safety of the children is most important. Parents are requested to strictly follow car-line procedures and to DRIVE SLOWLY AND CAREFULLY at all times on the Little Flower parking lot.
- Parents should read the weekly newsletter and all other communication sent home by the school.
- Parents should attend all requested conferences and communicate any special needs or issues of their child.
- Parents should build religious celebration and family prayer into your daily life.

Absences/Appointments/Tardiness

The importance of regular attendance cannot be overemphasized. However, if a child has a fever or is nauseated before school starts, please do not send them to school. When it is necessary for a student to be out of school, parents must call the school regarding the absence by 8:30 AM.

Students are considered tardy after 7:50 am. Each tardy is considered one hour of unexcused absence. Unreported absences are also unexcused absences. After two unexcused absences, parents will be required to meet with administration to address the issue. Any student arriving after 7:50 am must go to the office to receive a tardy slip.

After 10 days of absence or tardiness in a semester, excused or not, parents will be required to meet with the administration to review the causes for the absences and to discuss possible consequences of continued absence, such as retention or expulsion. More than 2 unexcused tardies in a quarter disqualify a student from perfect attendance.

Parents must come to the office to sign a student out. If a parent is sending someone to pick up his/her child, the parents must notify the office before the time that the child is to be taken from school. This way, the office will know that someone other than the parent is authorized to pick up the student.

Doctor or dental appointments should be scheduled after school hours whenever possible. If it is absolutely necessary to make an appointment during the school day, a written excuse must be presented in the school office at the opening of the school day. Parents are asked to sign the student out at the office before the student is released from school.

Admission/Registration

Registration for children entering Little Flower School takes place in March. Parishioners will receive the parish rate when they have an active stewardship card with the parish.

All students are assessed a non-refundable registration fee.

Medical immunization record and birth certificate forms should be brought to school before the first day of school.

Arrival/Dismissal

7:00 am Children who eat breakfast at school may arrive.
7:30-7:50 am All other children should arrive at school and go directly to the cafeteria.
Teacher supervision of children begins in the cafeteria at 7:30 am.

Walkers- Children who walk to school should enter from the NORTH, SOUTH, and FRONT entrances of the building. Children who walk home will be dismissed from the SOUTH school entrance at 3:00 pm. **Walkers are NOT to be picked up by parents in a vehicle.** Walkers who are picked up by a vehicle will be held until 3:15 the following day.

Bike Riders- Children riding bikes to school should walk their bikes on the parking lot area to the bike rack located between the NORTH tower and the gym entrance. Enter the school through the cafeteria door. Children who ride bikes will be dismissed from the West school entrance at 3:00 pm. This will allow time for some of the vehicle traffic to leave the area before the children begin to ride their bikes home. Bike riders should remember to walk their bikes until they have left the parking lot area.

Cars/Vans Arrival- Please refer to diagram below.

DISMISSAL

Cars/Vans- Children who ride in cars/vans will be dismissed at 3:00 from one of the two NORTH school exits. For the safety of all children, those children riding in cars/vans may be picked up **on the parking lot only**. Do not park on Bosart Avenue to pick up your child/children. All car/van traffic should enter the parking lot from the SOUTH entrance of the parish grounds on 13th Street. Cars/vans will proceed forward to form rows of cars facing WEST. **Please pull all the way forward**. No cars may enter the parking lot from the NORTH exits. **No one may exit until ALL students are safely in a vehicle**. Please refer to diagram below.

***All children should know how they will be going home from school each day. If a change in your child's normal dismissal is necessary, please send a note with your child in the morning or call the school office by 2:00 pm.

Bicycles/Wheeled Vehicles

Bicycles are not to be ridden on the playground. Bicycles must have locks. The school cannot be responsible for stolen or damaged bikes. Bikes may not enter or exit through the alley. Violation of these rules may result in the loss of bicycle privileges. Roller blades, skate boards, scooters, or other wheeled vehicles are not permitted on the school grounds anytime during the school day.

Cafeteria Services

The school cafeteria offers and suggests a well-balanced breakfast and lunch each day. Breakfast is \$1.00 and includes a choice of milk or juice.

Lunches with milk are **\$2.20**. Students may purchase five-meal lunch tickets or pay cash daily.

Milk may also be purchased for \$0.35 for those who bring their lunch in a sack or lunchbox. **Fast food from restaurants, soft drinks, and glass containers are not permitted in the cafeteria.**

Free and Reduced Meals- Parents will receive forms whereby they may apply for free or reduced breakfasts and lunches if they meet federal income guidelines. If at any time during the year financial circumstances change, parents are encouraged to apply for this service.

Change of Address and Phone Number/Emergency Information

We must have an up-to-date emergency form for every family. If at anytime during the school year a family moves to a different address or the phone number for home or work is changed, please notify the school office immediately. This is for your child's safety. In the case that an emergency of sickness or accident may arise, the parent(s) will be contacted. In case of an emergency, each student is required to have on file in the school office the following information:

- *Names of parents and/or guardians
- *Complete and up-to-date address
- *Home phone number and parents' work phone numbers
- *Reliable emergency phone number(s) of relative or friend
- *Physician's name and phone number
- *Medical alert information

Communications

A newsletter is sent home from the school office weekly. A menu from the cafeteria is sent home monthly. All teachers have e-mail so communication can be made with them directly. Students will only be allowed to use the phone in the office only with permission. Students are not to use ANY phone in the building other than the school office phone.

Questions and concerns about your child's progress or classroom issues should first be discussed with your child's teacher. **Please schedule an appointment if you wish to speak to your child's teacher.**

Progress reports will be sent home twice per quarter. These are communications of your child's progress NOT a grade or a part of the permanent.

Report Cards are sent home every quarter. The grades received in each subject are based on test results, classroom participation, written work, and homework.

Students will not be allowed to leave the classroom to call home or to come to the phone except in the case of an emergency. Students may not leave the school property during school hours unless a parent or guardian has signed them out. Parents or guardians may meet their child in the school office.

Any organizations wishing to put up posters or distribute fliers in the school, must have prior approval from the principal.

Discipline Philosophy and Procedures

Little Flower strives to educate children in Christian beliefs and to provide a learning environment that will assist the child in developing intellectually, spiritually, emotionally, physically and socially. Discipline is a necessary element of this mission. We believe that the school must help each student attain the self-discipline necessary for self-reliance and successful learning. Until a student exhibits the ability to be self-disciplined, guidance must, and will, be provided.

We expect students, parents, and staff at Little Flower to exemplify attitudes and actions, which reflect Catholic values. Values such as respect, integrity, stewardship, and excellence are the goals towards which all students must strive. Students, parents, and staff must expend constant effort in growth and development toward this end.

Disciplinary action is intended to be instructional and corrective. Discipline will be administered with respect for Christian values embraced by the Little Flower community. When necessary, consequences will be administered in a manner that is consistent, fair, firm, and appropriate for each situation.

General Conduct

Students are expected to conduct themselves in a respectful manner and realize that at all times they are representing Little Flower. Students are expected to show respect for teachers, staff members, other students, visitors and school property. Students should be prompt and prepared. Students should move throughout all school areas in an orderly fashion.

Discipline Procedures

Each teacher is responsible to maintain discipline for all students under the teacher's supervision. If a student exhibits behavior inconsistent with the code of discipline for Little Flower, the following procedures will be followed:

1. The teacher and student will resolve the problem. (verbal warning, one on one meeting, written warning)
2. The teacher and student will resolve the problem and the parent will be notified. (written warning sent home, phone call to parents)
3. Teacher will communicate with administration; student will meet with administrator.
 - A. The first time a student is sent to the office, a note will be sent home and an additional consequence.
 - B. The second time a student is sent to the office, a phone call will be made and an additional consequence.
 - C. The third time a student is sent to the office, he/she will receive an in-school suspension or comparable consequence.
 - D. The fourth time a student is sent to the office, a meeting with parents will be held to develop a plan of action.
(the principal reserves the right to begin at any step in the process depending on the severity of the incident)

The teacher will determine whether discipline will begin at procedure 1, 2 or 3. The administrator has discretion to advance to procedures 4 if appropriate for the situation.

In-School Suspension

In-school suspension will be a supervised situation in which the student is isolated from the rest of the student body in the office. The student's parents will be notified by phone and documentation of the offense will be placed in the student's file. A conference with the parents may be required. In-school suspensions may last from one to three days. They are to be served as soon as possible. The student will be given the daily assignments and will be expected to complete the work and turn it in at a designated time. Tests and quizzes will be taken on the designated date. Responsibility for work and getting missed instructions will be the student's. Assignments will be graded the same as for those who attended the regular class.

Major disciplinary violations may result in an in-school suspension. Violations include, but are not limited to:

- ◆ Profane, abusive, offensive, disrespectful language or threatening language (verbal or written)
- ◆ Damaging private or school property
- ◆ Causing injury to others
- ◆ Academic dishonesty
- ◆ Truancy
- ◆ Lying
- ◆ Failure to follow directions of a teacher or administrator

When serving a suspension, a student may not participate in a practice, compete in a game or attend extracurricular activities from the day the suspension is served until after he or she has completed a day of school after the suspension.

Out of School Suspension/Expulsion

Suspension/Expulsion will be used only for extremely grave violations. All preventive efforts will be taken with the student, parents, and administrator before these policies are enforced. The suspension period begins at the time of the violation. The parents will be notified by phone and documentation will be placed in the student's file. Out of School suspensions will accumulate throughout the student's enrollment at Little Flower.

Students serving an out-of-school suspension are ineligible to participate in any extracurricular activities until after they have successfully returned to school.

Emergency Closings

Certain emergencies may necessitate the canceling or early dismissal of school. If school will be closed, Channels 6, 8, and 13 (TV) as well as WIBC (radio) will be notified to broadcast this information. Please look or listen for Little Flower School- Indianapolis. Please do not call the school, the rectory, or teachers to find out if school is closed.

In the case of winter storms that occur during the school day, the policy will be for school to remain open. If possible, all children should be picked up by our regular dismissal time. Extended Care will be available for those students whose parents cannot pick them up at 3:00.

As always, parents may use their discretion about the safety conditions of the roads.

Evaluation of Student Progress

Archdiocesan Grading Scale

A	95%-100%
B	86%-94%
C	76%-85%
D	70%-75%
F	69% or below

Honor Roll

Each grading period students will be eligible for honor roll. Honor roll students will have an 88% average with no F or U for that grading period. High honor roll students will have a 95% average with no D, F, or U for that period.

Parent/Teacher Communication

Parent/Teacher communication is extremely important. If you have a concern, or if a problem arises, parents are advised and encouraged to contact the teacher to discuss the problem and/or concern by calling or e-mailing the teacher.

Parents are encouraged to attend conferences with the teachers. Scheduled conferences are held during the first and third quarters. We encourage parents to inquire as to the progress of their child - we are here to work with you. Teachers may be contacted at school (353-2282).

Progress Reports/Report Cards

Progress Reports are distributed to students once per quarter. This is done to help parents better assess their child's performance at school. If there are any academic or social problems, the progress report serves as a communication device.

Report cards are distributed at the end of each quarter. These report cards have been designed and constructed by a committee formed through the Indianapolis Archdiocese. Report cards cannot be issued to families with delinquent tuition.

Extended Care

Extended care will have the same conduct expectations as the school. All handbook rules will apply. Hours will be from immediately after school until 6 PM. A late fee of \$10 per every five minutes will be charged after 6 PM. Three days per week, the first hour of extended care will be club sessions run by Little Flower teachers. Students not involved in Extended Care will attend club sessions. There will be a semester fee for clubs (this fee is included in Extended Care fees). Extended Care will be organized into quiet study time, snack time, and play time. Fees will be paid on a monthly basis through FACTS on the following yearly rate schedule:

One child	\$1000
Multiple children	\$1400
Club fees only	\$ 50 per club per semester (students in club who need to stay for extend care would pay the daily rate)

All parents will have three free days of extended care to handle emergencies that may arise. After those days the following daily rate will apply:

One child	\$10
Multiple children	\$14

Clubs will be held on Monday, Tuesday, and Thursday and will be run by Little Flower staff. Parents will receive a list of clubs before each semester begins. Students will choose a club and stay in that club for one full quarter.

Field Trips

Dress attire for field trips will be the school uniform unless specified by the teacher. If students are allowed to be out of uniform, appropriate clothing will be worn. Remember, the students are still representing Little Flower Catholic School. Little Flower uses a standard form for all field trips. A copy of this form will be posted online. In the event that a student forgets to take his/her permission slip home to have it signed, the parents may copy the form and return it with the student the next day. NO other form is acceptable. If a student forgets to return the proper permission form signed by the parents, he/she will not be allowed to participate in the field trip. TELEPHONE CALLS WILL NOT BE ACCEPTED IN LIEU OF THE PROPER FORM SIGNED BY THE PARENTS.

Fire/Tornado/Disaster Drills

In accordance with the state laws, fire drills are held monthly. Tornado drills are held twice a semester. Disaster drills will be held to familiarize staff and students with procedures twice a year.

Harassment

The Archdiocese of Indianapolis and Little Flower are committed to providing and maintaining a learning and working environment that is free from physical, psychological, and verbal harassment. This includes racial, ethnic, religious, or sexual harassment and violence. This commitment continues our longstanding policy of fair and equal treatment of every person, regardless of race, color, sex, national origin, age, or socioeconomic status. We have an obligation to provide an environment that is free from intimidation and harassment based on any of these factors.

Harassment can result from a single incident or from a pattern of behavior in which the purpose or effect is to create a hostile, offensive, or intimidating environment. Harassment encompasses a broad range of verbal or physical behavior that can include, but is not limited to, the following :

- Physical or mental abuse, bullying, shunning, intimidation, assault
- Direct or indirect threats
- Racial or religious insults
- Derogatory ethnic slurs
- Unwelcome sexual advances or touching
- Sexual comments or jokes

Health

Medication may only be dispensed from the school office. Prescription medication must be for the child to whom it is to be given, and a signed medication policy must be on file. Students must turn in all medicine to the office (aspirin, etc.) Cough drops do not need to be taken to the office, however students must have a parent note.

Students must have a note from the doctor to stay in from recess or to be excused from PE class.

Lice checks are done when the school is informed of the need. Students sent home because of lice must check in with the office before returning to school.

If your child is ill, please do not send them to school until he/she has been fever/symptom free for 24 hours.

The Marion County Healthy Department provides audiometric exams, vision screenings, and scoliosis screenings annually for specific grades. In additions, they provide other health services as needed.

No body spray or spray deodorant are to be brought into school.

Homework

One of the chief means of communication between parents and the school is homework. It provides parents with an opportunity to follow what and how well their children are doing in school. Cooperation of the parents in supervising, but not doing homework is a vital element in the learning process of the student. Written work is not the sole type of homework; study and oral assignments are also given. The student should realize that homework is his/her responsibility and must be done consistently with emphasis on completeness, accuracy and neatness. Homework notebooks will be provided for each student in grades 1-8. Use of the homework notebook is required.

Average daily recommended times for study and homework are:

- Primary Grades (K-3): 15-30 minutes a day
- Intermediate Grades (4-6) 30-60 minutes a day
- Middle School (7-8): 45-60 minutes a day

Special assignments or projects may take additional time.

In the case of absence, one day will be given for make up work for each day absent. The student is responsible for getting and turning in any late work. If you feel your child is spending too much, or not enough time on homework, please contact the teacher.

Learning Resource

Students who qualify through the IPS school system may receive assistance through a Title 1 program, or speech and hearing program. Students must be evaluated through IPS to qualify for these programs.

Additionally, Little Flower has a part-time Resource Teacher available to assist students as we identify their needs. Please contact the school office if you feel your child is in need of these services.

Library/Technology Lab

Little Flower Catholic School is fortunate to have a library and technology lab. During their weekly trips to the library, students may check out books. The teachers will schedule technology lab times as they integrate computers in their daily classroom teaching. Registration at Little Flower implies agreement with our Acceptable Use Policy. The guidelines are included in the handbook for your convenience.

Liturgical Celebrations

Attendance at Sunday Mass is strongly encouraged. All-School Masses are on Fridays and/or Holy Days at 8:30 am.

Lost and Found

Articles that have been lost are placed in a box in the North stair tower, beside the elevator. Parents and children are encouraged to check if something is lost or misplaced. Please make sure that all belongings are well marked with the child's last name and grade.

Parent Custody

If the custodial parent is concerned about the rights of the non-custodial parent, we strongly encourage you to contact your attorney so that proper paperwork is on file in the school office. The school office must have documentation as to who does and does not have custodial rights.

Picture Day

All students will have their pictures taken in the fall. Students should dress as if they are going to church. Girls' dresses should be no more than 2 inches above the knee. If the dress has "spaghetti" straps, a jacket or sweater must be worn over it. Ties are optional for this picture.

Eighth Grade Graduation/Pictures- This picture will be taken in the spring. Boys should wear dress shirts, ties, and dress pants. Girls should wear dresses that are no more than 2 inches above the knee. If the dress has "spaghetti" straps a jacket or sweater must be worn over it.

Playground

Staff members and parent volunteers supervise the students during each playground period. All students must follow the rules for safe play while they are at recess. Children are not permitted to re-enter the building without permission from the teacher on duty. In case of rain or inclement, weather, students will have a recess period inside. It is the feeling of the school staff that all students need some fresh air and exercise each day. **Please make sure that your children are dressed appropriately for the weather.**

PTO

The object of the Little Flower Catholic School PTO is:

- *To promote and support the activities of the administration, the teachers, and the children of Little Flower Catholic School.
- *To benefit Little Flower Catholic School by raising funds to assist in the support of activities approved by the organization.
- *To bring a closer relationship between the home and school so that parents and teachers may give every child the highest advantage in spiritual, mental, physical, and social education.

Membership is open to all adult members of Little Flower Catholic School and Parish. Membership is \$5.00 per family for the school year. Business meetings are on the annual calendar.

Scholarships/Awards

CHOICE Charitable Trusts scholarships are available to families in financial need. Applications are available throughout the year in the school office. A limited number of scholarships are available.

Little Flower Parish offers a limited amount of financial aid each year to parishioners and returning school families.

The Bob Kiley Award is given annually to an eighth grader in November. This award is given to a long-time Little Flower student who has exemplified Catholic values. One thousand dollars toward tuition for that year is given, along with a plaque, to the single winner.

The Joseph and Veronica Thie Award is available to up to three students in each grade 6, 7, and 8 (nine total awards). This award recognizes academics and behavior, but stresses service to the school, parish, and community. A plaque and \$100 are awarded to each winner. Extra financial aid is available to award recipients.

The John and Rosemary Clegg Scholarship is awarded to two students each year. This \$500 scholarship is available to students in grades 6,7,8 who are involved in service activities, have at least a C average and attend Mass regularly. At least one of the scholarships each year will be needs based. A random drawing from eligible applicants will determine the recipients.

The Tom and Eileen Costello Scholarships are two character oriented, needs-based awards given to seventh graders for a two year period. Students must apply for this scholarship.

There are scholarships available to attend local Catholic high schools through membership in the PTO and Athletic Association, as well as by the high schools themselves. Parents may contact these groups for more information.

School Commission

Little Flower Catholic School Commission strives to promote the best possible educational conditions for all age levels and all programs that are contained in the school. It is the role of the Commission to ask for policies to be set under which these programs operate and to do the planning and evaluation necessary for maintaining and improving the various programs. The administration and, if needed, a committee of parents, staff members, and students set the procedures.

The Commission is not a center for complaints. All questions or differences of opinion should be resolved at the level where they first occur. For example: Any question about classroom matters should be resolved with the classroom teacher. If a situation can't be resolved, then the parents and the teacher should refer the situation to the Principal.

School Records

The request for permanent records must be in writing. Records will be furnished within 24 hours. In some cases, a non-custodial parent may not have access to the file. If you have a concern about a non-custodial parent having access to the file, please contact your attorney to make sure the proper paperwork is on file in the school office.

Scrip

Scrip is a school fundraiser that costs you nothing! Order forms will go home on Mondays with the newsletter. Please return your order and your payment on Tuesday. Filled orders will then be available on Friday or may be sent home with your child. Scrip comes in the form of either a gift certificate or a gift card which can be used at the merchant you have selected in the amount that you have paid. The companies which participate in Scrip then give a certain percentage to Little Flower. Of that percent, you receive 35% toward your last tuition payment of the school year. Certain Scrip will be available for daily purchase in the school office between 8:00-8:30 am. Please encourage family and friends to also buy Scrip from Little Flower.

Tuition and Fees

FACTS forms should be filled out and returned to the school office in a timely manner. Families who have accounts in arrears will not receive certificates, report cards, nor have any school records forwarded to other schools until all financial obligations are met. Students will not be able to register for the next school year until all financial obligations are current.

Uniforms

The principal may deem any clothing or jewelry or hairstyle inappropriate and demand it be changed.

- Girls-**
1. Plaid or navy jumper or navy blue slacks.
 2. Plaid/navy skirt or skort (length must exceed student's fingertips) or navy blue slacks.
 3. White or navy blouse/polo with turn-down collars or turtlenecks with jumpers.
 4. Plain navy blue or white cardigan or pullover sweaters.
 5. Little Flower sweatshirt or t-shirt.

- Boys-**
1. Navy blue pants of twill, corduroy, or polyester.
 2. White or navy shirt/polo with turn-down collar or turtleneck.
 3. Plain navy or white cardigan or pullover sweater.
 4. Little Flower sweatshirt or t-shirt.

No sweatshirts other than Little Flower or plain navy/white sweatshirts, may be worn in the building. Hooded sweatshirts meeting the above criteria ARE acceptable.

Eighth grade students may wear khaki pants that meet the same requirements as the navy pants (or shorts, during the appropriate months).

Shirts are to be completely tucked in at all times (belt line must be visible) except during PE. Any t-shirts worn under uniform polo shirts should be plain white or navy.

Navy blue shorts may be worn during summer dress period, which will be determined by the administration. No jean or athletic shorts are acceptable.

Navy blue pants are to be plain leg (no lower pocket, 5-pocket, extra seams, studs, etc.) such as School Belles, French Toast, and Lee brands. Baggy or oversized pants may not be worn. Pants may not "sag". Pants should not be overly tight.

All students in grade 3 and above should wear a plain belt if pants have belt loops.

Neutral color socks or tights and closed toe and heel shoes must be worn at all times.

Hairstyles must be neat and jewelry must be appropriate for school. No mohawks, carvings, or unusual colors allowed. Any other styles will be at the sole discretion of the principal. Parents and students must abide by all decisions.

Make-up, nail polish, or fake nails are not to be worn.

Spirit Days, every Wednesday- students will be allowed to wear any LF shirt or a shirt/sweatshirt from local Catholic high schools.

Visitors

We invite visitors to Little Flower, especially parents and interested friends. Please call ahead to arrange a convenient time for your visit. All visitors must report to the school office upon arriving to sign our visitor's book and pick up a Visitor's Badge. All visitors should enter the main door off Bosart and report directly to the school office to sign in. **Please keep interruptions of classes to a minimum.**

Volunteers

Volunteers and visitors are always welcome on the school property. Little Flower Catholic School asks for the safety of all students that volunteers and visitors sign in at the office. We also welcome visitors at lunch but ask that you let the cafeteria know at least a day in advance so that they can be assured that there will be enough food.

Regular volunteers must have a background check and must complete VIRTUS training, by Archdiocesan policy.

Drivers for field trips must present your driver's license and current insurance to the office before the trip.

Website

The website address for Little Flower is: www.littleflowerparish.org. Newsletters, menus, and Scrip order forms are only a few of the helpful resources available online. Classroom teachers also have websites. Please visit often for the latest Little Flower news.