
**THIS MANUAL PROVIDES
IMPORTANT
INFORMATION
POLICIES
AND
PROCEDURES
FOR
ST. CHARLES SCHOOL
PARENTS
AND
STUDENTS**

**ST. CHARLES SCHOOL
MISSION/PHILOSOPHY STATEMENT**

1012

The mission/philosophy of St. Charles School is to assist parents in fostering total growth and development of their children by combining the Gospel message of Jesus with academic excellence.

St. Charles School is dedicated to:

- teaching the message of Jesus
- building the Christian community
- providing a quality education
- participating in Catholic worship through instruction, example, and environment
- serving those in need

VISION

Instruct our students to be active and effective beacons in living and professing their Catholic faith.

GOALS

1. Participate in prayer, prayer services, and liturgies in which students plan and participate.
2. Plan and implement Church, community, and global services.
3. Instill Christ-centered morals and values.
4. Foster a desire in each student to achieve their highest potential.
5. Address individual needs and different learning styles.
6. Develop in each student a sense of responsibility to God, their country, and themselves.
7. Provide a curriculum consistent with meeting the challenges of our changing world.

**Revised: 3-10-05
St. Charles Board of Education**

ABSENCE

As a safety measure and as a courtesy to the school staff, parents are asked to call the school office on the first day of a particular illness. All absences must be reported to the school office by the parent/guardian.

Please call by: 8:30 a.m. for morning absences
12:00 p.m. for afternoon absences

The number of days allowed to make up work will be equal to the number of days absent. (Example: Absent 2 days = 2 days to make up work, i.e. assignments due two days after return).

For prolonged absence 5 or more days, a note from the doctor is required.

If a pupil is absent more than ten days in a marking period, the Report Card withheld until assignments are completed.

ACCIDENT

In case of an accident at school, emergency first-aid is administered. Every effort is made to contact the parent(s). In case of failure to contact the home or parent at business, the authorized person on your registration card will be contacted.

It is essential that we have an emergency contact person and phone number.

ADDRESS CHANGES

Parents need to notify the school office of any changes of address or phone numbers or any other essential information needed for school records.

APPOINTMENTS

If it is necessary for your child to be excused from school during class time, the home room teacher should be given advance written notice. This having been received, your child will be excused when you call for him/her in the school office. Please do not instruct your child to meet you "on the playground", "in front of school", or on "Benton Street". For safety reasons, school authorities will not allow your child to leave the building alone during school hours. We release children to parents only unless we have instructions to do otherwise.

AUXILIARY SERVICES Auxiliary services are provided by Montcalm Intermediate School District/REMC 8, the Greenville Public School System, and the Montcalm County Health Department.

Services include:

- Bus Transportation
- Social Worker
- Health Services
- School Psychologist
- Homebound Services, if available
- Vision and Hearing Screening
- Speech Correction Services
- School & Teacher Consultant Services
- Drug-Free Schools Program

BAND/ORCHESTRA St. Charles students in Grades 6-7-8 may take instrumental lessons. Lessons are given at the Greenville Middle School. Transportation is provided by the public school.

BICYCLES Children may ride bicycles to school as long as they are operated safely. All bicycles should be locked, and placed in bike rack. Bicycle riding on school grounds is forbidden. Bicycle owners may not loan their bicycles to other children while at school. In no way will the school/parish be responsible for damage or theft of bicycle. Skateboarding and inline skating on school grounds is prohibited. The rider of a bicycle, like the driver of a car, must obey traffic rules. The public safety department suggests students wear helmets when riding their bikes.

BOOTS During inclement weather, please have your child wear warm, insulated boots that can be removed, and bring an extra pair of shoes to wear if he/she wears boots.

BUS

Free bus transportation to and from school is provided by the Greenville Public Schools Board of Education for any child within the district. Written notification is needed if your child is not to ride the bus home or if you are going to pick him/her up at school. If your child is not riding his/her regular bus, but wishes to ride a different bus for any reason, the transportation office must be called, 3 days ahead of time at 754-3850, stating name of student and bus to be riding for drop off.

A note also must be written stating name and destination. This note is kept in the Business Office. We also need notification if your child is not to ride the bus home and that you are going to pick him/her up. If not notified, your child will ride the bus home.

BUS BEHAVIOR

Only students eligible for a bus may ride.

Disruptive behavior will result in denial of service to that youngster and transportation then becomes the responsibility of the parent. Students are given three warnings before denial of bus transportation.

The same positive behavior expected at school is also expected on the bus, especially:

1. keeping voices at normal level
2. staying in seat - sitting down
3. no object throwing
4. no defacing or vandalizing
5. adherence and respect to adult supervision and bus driver

If you have any questions regarding eligibility for bus transportation call the Greenville Public School Garage at 754-3850.

COMMUNICATIONS

All communications with teachers or students during school time are to be made through the office. Parents are asked not to interrupt the activities of the classroom. Important messages by phone will be delivered to the students. The use of the office phone is limited to assigned personnel.

CONFERENCES

At the end of the First Quarter, time is made available so parents can have a conference with teachers regarding the welfare and progress of their child. Times for these conferences will be set by the faculty and suggested times from parents, and the appointment time is sent home with the child. Parents are encouraged to keep the appointment time.

For best results, teachers and parents work together to challenge students and help solve problems. If you have a matter to discuss, feel free to arrange a conference with the teacher concerned at a mutually convenient time.

COURTESY

A courteous, cheerful student reflects Christ who abides in him. If this awareness of Christ's presence is instilled into the student from childhood onward, discipline problems would be almost non-existent. A child's manner and behavior reflects his home training. It is the duty of each St. Charles student to be courteous and to share proper respect for all authority.

DAILY SCHEDULE

Daily Schedule

- 7:15 a.m. Teachers arrive
- 7:25 a.m. Students enter classrooms
- 7:30 a.m. Bus students arrive
- 7:35 a.m. Prayer in school hall
- 7:45 a.m. Classes begin
- 10:55 a.m. Lunch hour (3 lunch periods)
- 2:05 p.m. Warning Bell
- 2:10 p.m. Bus students dismissed
- 2:13 p.m. Walkers and students who ride home with parents are dismissed after buses leave.
Parents who pick up their children are expected to be on time.

DAMAGE

Parents of students will be held responsible for the replacement of property damaged and materials damaged or lost through negligence of their children.

Fines will be imposed for books damaged beyond what is expected in the normal use for a year. Books lost must be paid in full.

DELIVERIES

Deliveries made to students during school must be done through the school office. Please do not go to the classrooms to drop off books, assignments, lunches, birthday treats, etc.

DETENTION

Detention - the act of retaining a student whose behavior is unacceptable or has continually neglected to complete his assignments in time allotted.

Reasons for serving detention will include:

1. Unexcused overdue work (by teacher's definition).
2. Inappropriate behavior while at St. Charles school or while attending a St. Charles School or Parish event.
3. Behavior unbecoming a St. Charles student while representing the school or in uniform.

DISMISSAL

Except in cases of emergency dismissal, no child will be permitted to go home during the school day unless a parent or authorized substitute is contacted. All dismissals are to be conducted through the school office.

DOCTOR AND DENTAL APPOINTMENTS

For doctor and dental appointments during the school hours, the parent must make a request for dismissal. This request must be presented to the homeroom teacher and Business Office. Dismissal will be made from school office, not from classroom. We urge parents to make arrangements for medical appointments during vacation or after school hours.

**EDUCATION
COMMISSION**

St. Charles Parish has an elected 7-member Board of Education. Meetings are held on the first Thursday of each month at 7:00 p.m. Non-members are encouraged to submit items for the agenda to the principal or president of the board at least seven days prior to the meeting. (Only items on the agenda will be discussed). Non-members are strongly urged to attend.

ELIGIBILITY (SPORTS) See Appendix 18.

**EMERGENCY
SITUATIONS**

BOMB THREAT

- Evacuate to assigned Fire Drill Area
- Remain outside until directed by school official or emergency management official(s)
- Designated evacuation area: (if necessary)
Greenville Public Library
- Transportation:
Greenville Public Schools
City of Greenville Transit
Parents

CHEMICAL OR ASH FALL OUT

- All students file to McKinney Hall
- Remain in McKinney Hall until directed by emergency management officials

CRISIS PLAN

Response to critical violent incidents:

- All students will be in a classroom with doors locked and windows covered.
- Remain in classroom (designated area) until directions given by school official or emergency management officials.
- Designated evacuation area: (if necessary)
Gr. K-3 Greenville Public Safety Building
Gr. 4-8 Greenville Public Library

**EMERGENCY
SITUATIONS
Crisis Plan – (CONT.)**

Family Reunification Area**
Greenville Community Center
Transportation
Greenville Public Schools
City of Greenville

**per Sgt. Gary Valentine
Greenville Public Safety

FIRE DRILL

- Students evacuate to assigned areas
- Remain in assigned area until directed by school official or emergency management official(s)
- Designated evacuation area: (if necessary)
Greenville Public Library, K-8

Transportation
Greenville Public Schools
City of Greenville Transit
Parents

GAS LEAK

(Odor detected)

- Evacuate students according to fire drill plan
- Remain outside until direction given by school official or emergency management official(s)
- Designated evacuation area: (if necessary)
Greenville Public Library
- Transportation:
Greenville Public Schools
City of Greenville Transit
Parents

RED ALERT PROCEDURE**

(As defined by U.S. Dept. of Homeland Security
Defense)

During School Hours:

- Normal school day
- All recesses/lunch remain indoors
- Students may be released to parents/guardians or designees

**EMERGENCY
SITUATIONS - (CONT.)**

- Normal dismissal times
- All after-school activities canceled
- **Steps to be followed unless directed by emergency management officials.

Before School Hours:

St. Charles will close before or after school hours:

- All activities and events will be canceled until further notice
- Normal school operations will remain closed until authorized to reopen

TORNADO WARNING

(Tornado has been sighted)

- All students will evacuate to McKinney Hall
- Parents may come to McKinney Hall to pick up their child
- Students will remain in McKinney Hall until directed by school official or emergency official(s)

TORNADO WATCH

(Possibility of a tornado existing)

- St. Charles students will dismiss if Greenville Public School dismisses
- Students transported by car will remain in school until parents arrive
- Walkers will be dismissed immediately (Please instruct your child where he/she is to seek shelter in case of emergency.)

FEES

Registration Fees and playground Fee must be paid by first day of school. (See Appendix 4-6)

FIELD TRIPS

School-sponsored field trips are encouraged for the purpose of enriching educational experiences. Such trips add real experience to vicarious learning and are considered extremely valuable in the education of children.

FIELD TRIPS – (CONT.)	<p>Field trips are planned well in advance with notices going home to parents explaining the trip and requesting the parent's signature allowing their child to participate in the trip. These permission slips must be signed and returned to school.</p> <p>Students are expected to behave on field trips in a safe manner as is expected at school. Students are representatives of St. Charles School when on field trips and are expected to display safe and cordial behavior. (See Appendix 3)</p>
FIRST COMMUNION	See Appendix 17.
GRADUATION TRIP	(Grade 8) See Appendix 10.
GRIEVANCE PROCEDURE	<p>Occasions may arise when differences of opinion occur between parents and school personnel. It is the school policy that any such instance must first be addressed within a meeting between the parties involved. In some cases, this would involve the parent contacting the respective teacher. If this contact has been made and has proven unsatisfactory, the parent may then bring the complaint to the principal. Should the parent be dissatisfied with the action taken by the principal, the complaint should be put in writing and given to the president of the St. Charles Education Commission with a copy provided for both the principal and teacher. It will then be addressed through the St. Charles Board of Education.</p> <p>If satisfactory arrangement is not forthcoming, the written complaint is sent to the pastor. In the event that the grievance is not resolved at the local level, it may be presented as a final step to the superintendent of Catholic schools. (CSO Policy #2090)</p>
GYM USAGE	<p>All students must be under <u>adult</u> supervision when in the school gymnasium <u>even during non-school hours</u>. It is required that students wear tennis shoes when playing in the gym.</p>
HARASSMENT	See Appendix 9.

HEALTH SERVICES	The Montcalm County Heath Department offers the Vision and Hearing Screening for Grades K-7.
HOME AND SCHOOL ASSOCIATION	We encourage all parents of children attending St. Charles School to be active members of the Home and School Association.
HOME STUDY	<p>Research shows that homework does boost academic achievement. Certain nonacademic benefits of homework have also been shown, especially for younger students. Such benefits include: learning the importance of responsibility, managing time, developing study habits, and staying with a task until it is completed.</p> <p>St. Charles students should expect to have homework on a consistent basis. Each student is required to follow grade level homework policies as stated by the teacher.</p>
ILLNESS	<p>If a child is ill, he/she should remain at home. The Health Department states that a child who is well enough to be in school is well enough to participate in all school activities.</p> <p>It is our policy not to allow any child to leave our building during school hours without approval of the Principal. If your child becomes ill, you or a relative or the person you designated on the Emergency Form will be notified to come to the <u>Office</u> to get him/her. It is very important that you can be reached in case of an emergency. Please report contagious diseases to the school immediately.</p>
JEAN DAY	See Appendix 13.
LIBRARY	The library is coordinated by volunteer service. Students who borrow books are expected to return or renew them on the date stamped on the card. Books must be brought to the library to be renewed. Lost books must be paid for.

**LITURGICAL
CELEBRATIONS**

Class liturgical celebrations are planned by the students and teachers. Parents are invited and encouraged to attend these Masses with the students. All-school liturgies take place once a week and are celebrated by classroom teacher and students.

Holy Day

All-Saints' Day - November 1

Immaculate Conception - December 8

All of the St. Charles students will attend the children's liturgy celebrated by the Pastor.

LUNCH (Home)

Children who live near school may go home for lunch. They may not bring other students home with them. Children must have a note requesting permission to go home for lunch.

LUNCH (School)

Children who remain at school may not leave the school grounds. All food must be eaten in the lunchroom.

**LUNCH ROOM
BEHAVIOR**

Students are expected to:

1. Remain seated during the time they are eating.
2. No trading of lunch or part of lunch.
3. Refrain from throwing food, milk, etc.
4. Properly dispose of lunch bags and milk cartons.
5. Keep voices at proper level.
6. Refrain from taking any food out of the building.

**MEDICAL
PROCEDURE**

If your child is required to take prescribed medication during the school day, state law requires that the medication, in its pharmacy container, be brought to the school by the parent. A school medication form for prescribed and non-prescribed medication is available in the Business Office (See Appendix 12 & 13) and must be filled out by the parent before the school may administer medication. Non-prescribed medication may be brought to the office by students. No medication, whether prescribed or non-prescribed, may be kept in desk, lunch boxes, or lunch bags. See Appendix 11 and 12.

**NOON-PERIOD
SUPERVISION**

All students are supervised during the playground/ recess period. Each family is assessed a fee to cover supervision.

PARTIES	School parties are held on Halloween, Christmas, and Valentine's Day for Grades K through 8. Room parents assist teachers with these parties.
TREATS	Birthday treats may be brought to school and shared at teacher's discretion. Commercially prepared or individually wrapped treats are encouraged. Parents need to check on student food allergies before sending in treats. Sharing birthday treats should not take longer than 20 minutes.
PERSONAL APPEARANCE	Grooming for the elementary school boys and girls should be in keeping with their age and in good taste. Clothing must be kept clean.
PHYSICAL EXAMINATIONS	Reports of physical examinations secured during the past year or during the summer for any student athlete should be sent to the school office before any practice begins. This information is requested for our cumulative health records.
PLAYGROUND BEHAVIOR/RULES	Children of Grades 3 through 8 participating in school sports program, are required to have a yearly physical. See Appendix 1.
REGISTRATION-ADMISSION	School registration normally takes place in late spring.
RELEASE OF STUDENTS	When a student is released from school during the school day, he/she must be picked up from the Business Office.
REPORT CARDS	Student Report Cards for Gr. K-8 are distributed four times during the school year: November, January, April, and June.
RESPONSIBILITY	We ask that parents aid us in developing a sense of responsibility in our students. If a student is listed for serving Mass, has safety patrol duty, has a permission slip or papers taken home to be returned, etc., please help him/her to remember. Children must develop a healthy sense of responsibility.

SAFETY	It is important that both home and school give the issue of safety serious consideration. Children are to cross only at corners. Safety Patrols are stationed at strategic corners in the afternoon.
SAFETY (OF STUDENTS)	<p>Parents may use Franklin Street entrance, curb side only, or upper parking lot (school entrance) when dropping off children between 7:15 - 7:45 A.M.</p> <p>Students will be dismissed at the upper church parking lot and lower (Benton St.) parking lot after school.</p> <p>Parents arriving after 2:20 p.m. may pick up children <u>curb</u> side on Franklin Street or in the upper church parking lot.</p> <p>Upper parking lot school entrance will be locked after 7:40 a.m. as required by Department of Public Safety.</p>
SAFETY (FOR STUDENTS)	<p>Students must be under adult supervision at all times. They may not be anywhere in the building (including gym, etc.) unless under <u>adult</u> supervision.</p> <p>For the protection and safety of each person, the following are strictly prohibited:</p> <ul style="list-style-type: none"> -Fighting -Running in the building, in halls, and classrooms. -Use or possession of matches, tobacco, drugs, weapons, sling-shots, fireworks, and other similar articles)
SCHOOL CLOSING	St. Charles School will close due to weather conditions when Greenville Public Schools close. Listen to WOOD, WODJ-FM, WCUZ-FM, or watch WZZM (TV-13), WOOD-TV (TV-8) for closing. At no time do we expect parents to risk life or limb to transport children to school, even if school is in session.
SCHOOL SECRETARY	The school secretary will be in the Business Office from 7:30 a.m. through 3:00 p.m.

SOLICITATION

No student will be allowed to sell products or solicit donations from teachers or school staff except for the student's grade level teacher who can be approached for only St. Charles sponsored programs. Each grade level teacher may decide how he/she will handle classroom requests.

SPORTS

The Athletic Organization sponsors the St. Charles School sports program. Included in the sports program are: cheerleading, Grades 3-8; girls' and boys' basketball, Grades 3-8; and girls' volleyball, Grades 5-8.

Any student who participates in the athletic programs must have on file with the Principal and Athletic Director a current-year physical examination, written permission of the parents, and some proof of insurance coverage.

Participation in the sports program at St. Charles is a privilege. Eligibility shall be based upon the student's overall effort and conduct. Eligibility Code and Philosophy are attached. See Appendix 18.

SUSPENSION

The school realizes its obligation to the students and will extend reasonable effort to assist students to adjust to the social and academic requirements of the school environment. The school will not tolerate conduct that endangers the moral or physical well-being of the student body or staff, or is in open disregard for authority. Parents or parent substitute will be notified in the event of suspension of a student. The duration of punitive suspension will be determined by the principal. (Policies 5114, 5114.1, 5114.2, and 5114.3) See Appendix 8.

TARDINESS

A pupil is considered tardy if he/she is not with the class and ready for the school day to begin when the bell rings at 7:35 a.m. If a student is tardy, he/she does not qualify for a Perfect Attendance Certificate.

**TRANSFER OF
TRANSCRIPT**

See Appendix 7.

TUITION

See Appendix 3 and 4.

UNIFORM

Girls - Grades K - 5

Uniform	Plaid jumper (to-the-knee) - K-4 Plaid Skirt - Gr. 5
Blouse	Plain white blouse with plain collar and plain buttons or white knit shirt - long or short sleeves (lace, ruffles, frills, or turtleneck blouses are not allowed). Blouse must be tucked in.
Sweater	Solid navy v-or crew neck or cardigan. No hood allowed.
Sweatshirt	St. Charles regulated sweatshirt with school or school sport logo may be worn on designated days.
Knee Socks	Solid Navy
Tights	Solid Navy
Shoes	Mandatory for safety reasons footwear with backs enclosed or strap across heel. <u>No clogs, crocs, or sandals with open backs allowed.</u>
Other	Single strand necklace and pierced earrings (one set) allowed. No dangling earrings or chokers due to safety. No makeup No false nails No body piercing No ankle or arm bracelets One ring allowed on each hand. No colored hair or media of any sort. <u>Students arrive and leave in full uniform.</u> Girls may not wear slacks under their uniform during school hours. However, slacks may be worn in cold weather to school and on the playground, but must be removed in school. Tights may be worn in cold weather. Uniforms must be worn on the first day of school.

UNIFORM

Boys - Grades K - 5

- Shirt** Uniform knit blue shirt, long or short sleeves. Uniform shirts must be tucked in. Undershirts must be white.
- Sweaters** Solid v-or navy pullover or cardigan
No hood allowed.
- Sweatshirts** St. Charles regulated sweatshirt with school or school sport logo may be worn only on designated day.
- Pants** Solid navy with belt loops
Pants must fit at waist.
No hip huggers, baggy pants, or cargo pants.
Pants with rivets, loops, or leg pockets are not allowed.
No jeans or shorts allowed.
- Belt** Plain belt required for Grades 4 and 5.
Optional for Grades K - 3.
- Shoes** Mandatory for safety reasons, footwear with back enclosed or strap across heel. No clogs, crocs, or sandals with open backs allowed.
- Socks** Socks must be worn.
- Other** No colored hair or any media of any sort.
Hair must not rest on the shirt collar.
Bangs must not fall below eyebrows.
No body piercing or tattoos.
No jewelry including necklaces, earrings, or chokers.
No arm or ankle bracelets.

Students arrive and leave in full uniform.

Uniforms must be worn the first day of school.

UNIFORM

Girls - Grades 6, 7 & 8

Shirt	Solid color polo shirt with collar, long or short sleeves. Shirts must be tucked in.
Sweater	Solid color v-or crew neck or cardigan. No hoods.
Sweatshirt	St. Charles regulated sweatshirt with school logo or school sport may be worn on designated day.
Pants	Khaki, tan, or navy blue dress slacks. Pants may be pleated or flat front. No hip huggers, cargo pants, baggy pants, capris, or pants with slits at the bottom of pant legs are allowed. Pants with rivets, loops, or leg pockets are not allowed.
Belt	Plain belt must be worn.
Skirt	Khaki, tan, or navy (to knee or longer.) No skorts.
Shoes	Mandatory for safety reasons, footwear with back enclosed or strap across heel. No crocs allowed.
Socks	Socks or nylons are required.
Other	Single strand necklace and pierced earrings (one set) allowed. No dangling earrings or chokers due to safety. No ankle or arm bracelets. One ring allowed on each hand. No false nails No makeup No nail polish No colored hair or media of any sort. Girls hair may not cover eyes. <u>Students arrive and leave in full uniform.</u>

Uniforms must be worn on the first day of school.

UNIFORM

Boys- Grades 6, 7, & 8

Shirt Solid color polo shirt with collar, long or short sleeves. Shirts must be tucked in.

Sweater Solid color v-or crew neck or cardigan. No hoods allowed.

Sweatshirt St. Charles regulated sweatshirt with school or school sport logo may be worn on designated day.

Pants Khaki, tan, or navy blue dress slacks.

Pants may be pleated or flat front. No hip huggers, baggy pants, cargo pants, pants with rivets, loops or leg pockets are allowed. No jeans or shorts allowed.

Belt Plain belt must be worn.

Shoes Mandatory for safety reasons, footwear with back enclosed or strap across heel. No crocs allowed.

Socks Socks must be worn.

Other No colored hair or media of any sort. Hair must not rest on shirt collar. Bangs must not fall below eyebrows. No body piercing or tattoos. No jewelry including necklaces, earrings, or chokers. No arm or ankle bracelets.

Students arrive and leave in full uniform.

Uniforms must be worn on the first day of school.

VACATIONS

It is desirable for parents to plan their vacation according to the school calendar.

If vacation is taken during the school year, please notify the principal and teacher at least one week in advance. Students are expected to have missed work completed upon return. Uncompleted assigned work will be considered "late". See Detention.

VANDALISM

Vandalism of any sort will never be tolerated. Anything broken by a student will be paid for or replaced by parents/students. Any deliberate destruction of another child's property or clothing shall be replaced or paid for. Any writing, scribbling, defacing of walls, desks, or any school property will be cleaned, painted, and/or paid for by the parents/students.

VISITORS TO THE SCHOOL

Teachers are involved with classes from 7:45 a.m. until 2:15 p.m. So that they may teach without interruption, it is requested that parents who wish to meet with the teacher schedule an appointment through the School Office. This is to ensure the parent sufficient time for desired consultation.

PARENTS, RELATIVES, AND FRIENDS ARE REQUESTED TO LEAVE LUNCHES, BOOKS, HOMEWORK, INSTRUMENTS, ETC. IN THE OFFICE RATHER THAN INTERRUPT THE CLASS!

SAINT CHARLES SCHOOL

SIGN-OFF SHEET FOR RECEIPT OF PARENT HANDBOOK

I hereby certify I have been provided with a copy of the St. Charles School Parent Handbook and that I understand policies as presented.

I understand that this Revised Parent Handbook supersedes all previous manuals or handbooks.

I understand that the Parent Handbook may be amended or revised at the discretion of St. Charles School.

Parent's Signature
(PRINT)

Parent's Signature

Date

Please return to St. Charles School.

STUDENT / PARENT HANDBOOK

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