

Clearview Regional High School

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August, 2011

Dear Parent/Guardian:

The 2011-12 school year is about to begin and we are looking forward to providing the opportunity for your child to have a productive and enjoyable school year. The new school year will prove to be exciting and significant for all of us at Clearview.

A packet of information has been provided to help parents and students gain an understanding about school rules and to make available to you other important information. You may access this information by logging on to the CRHS District Website – www.clearviewregional.edu, click on **High School** and there will be a link for **Summer Mailing**.

- **Important Information** regarding Attendance, Student Safety/Parking, NHS Requirements, HS Student/Athletic Activities, Pest Management Notice, No Child Left Behind Act (NCLB), The Family Educational Rights and Privacy Act (FERPA), and Back-to-School Night Information & Schedules, etc., can be accessed online. The Free/Reduced Lunch application is also accessible online or you may call the Food Service Director @ 223-2725 for information/application.
- **The District/Event Calendars and News & Announcements:** The school calendar is in the center of the homepage with a monthly event calendar at the bottom left of the district homepage. Please take the time to browse through the district's website and the High School homepage: (www.clearviewregional.edu/highschool). Our website contains important information regarding the student testing dates, sports schedules, phone numbers, voice mail numbers, school holidays, school activities/dates, medical information, the drug and other school policies, dress code, snow emergency information, cafeteria updates, etc.

The following forms have been sent home with a copy of this letter:

- **Parental Objection to Release of Student Information to Military, College/University Recruiters or Employers (sign and return if applicable).**
- **Clearview District Technology Use Agreement** – (must be signed by a parent/guardian and student, and returned to homeroom teacher on the first day of school).

Emergency Card/Self-Medication forms – Will be distributed in first period on the first day of school and **MUST** be returned to the first period teacher by **Fridav, September 16th**. (The Self-Medication forms may also be accessed online).

Dress Code – Students should dress appropriately for school. Students are **not** permitted to wear hats or coats in school. Please refer to the Dress Code section of the Agenda Book for more information.

Early Dismissals – If a student needs to be dismissed prior to 2:18, a note signed by the parent/guardian **must be sent in** with the student and given to the teacher at the requested time of dismissal in order to be released from class. This note serves as their pass to the main office. The student should then proceed to the main office and present the parent note to the attendance officer at the time of dismissal. A school official will approve and verify each note for student dismissal. If a senior driver requests to be dismissed early, the note will be verified via phone by a school official. When sending in a note, please submit the reason and the time of departure. Be sure to include the **student's full name and a contact number**. We discourage phone calls for early dismissals due to the volume of issues addressed in the main office. Our attendance policy directly corresponds to period attendance. Students leaving for a non-board approved reason during periods one, two or three will receive one full attendance point. Students leaving for a non-board approved reason during periods four, five or six will receive two-thirds of an attendance point. Students leaving for a non-board approved reason during periods seven, eight or nine, will receive one-third of an attendance point.

Attendance -- Tardiness and Absences – If your child is going to be absent from school for any reason, **please call our Attendance Office. For 9th & 10th grade students, please call 223-2703, and 11th & 12th grade, call 223-2769.** A reminder to all parents/guardians that the Student Contact Information form that was sent from the Attendance Office in June must be returned to the main office – the deadline was July 15th.

A student is considered tardy if he/she does not report to period one by the 7:28 bell. Students who are late must report to the front lobby Sign-In Desk to sign in and get a tardy pass. Tardiness will be calculated as part of the overall attendance for the school year. If a student arrives during periods one, two or three, they will receive one-third of an attendance point. If a student arrives during periods four, five or six, they will receive two-thirds of an attendance point. If a student arrives during periods seven, eight or nine, they will be considered absent for the full day and receive one attendance point. For example, if a student is absent one day and arrives period five the next day, they will receive 1.67 attendance points. All absences count as one attendance point.

Student Parking is for Seniors only. A separate letter to all seniors regarding parking applications, rules and regulations was sent home in July. Underclassmen driving illegally are subject to disciplinary consequences and the vehicle will be removed from the premises at the owner's expense. **With reasonable suspicion a vehicle parked on school grounds may be subject to searches by the administration at any time.**

Telephone Calls to Students During School – Personal calls/messages to students **are not** permitted during instructional periods. **Classes will not be disturbed for messages to students.** In the event of an emergency, the call/message will be directed to an administrator for verification. **Cell phones are only permitted during lunch periods and before/after school.** Use during any other times will result in disciplinary consequences.

Classes Will Not Be Interrupted During School – Students/parents should make sure (before leaving home in the morning) that all arrangements have been made for the day regarding appointments, pick-up times, after school activities, etc. **Classes will not be interrupted** in order to relay messages to students. Parents are asked not to call the school to relay messages unless it is an **extreme emergency.**

Personal/School Items Dropped Off for Students – Students/parents should be aware that if it is necessary to drop off an item that your child has forgotten, it must be left at our Visitor's Desk in the front main lobby. **The student will not be called** out of class to pick up the item. It is the student's responsibility to check at the Visitor Desk in the main lobby between class periods.

SAT Test Dates – Call 1-800-SAT-SCORE or go online at www.collegeboard.com. If you have any questions, please call the Guidance Office at 223-2710. **We offer SAT Prep courses through Princeton Review. See website for dates/times.**

Counseling Office – Students can check PowerSchool periodically during the last two weeks of August to access their schedules online. Any scheduling questions can be directed to the Guidance office at **223-2710**. Please continue to check the Clearview webpage for any updates.

Bus Passes – These will be mailed to each family on or about the week of August 29th. If you have questions or do not receive a pass, please contact Jessica Dadak in the Transportation Office at **223-2782**. Due to the fact that buses are filled to capacity, students will not be permitted to ride another bus to or from school. Also, students can only obtain a bus pass for the late buses if they are required to stay after school for a school activity, meeting or tutoring. The student must obtain the bus pass from the teacher in charge of the activity.

Gym Uniforms – Gym uniforms can be purchased online.

Picture Day – Picture day for **ALL** students is **Friday, September 16, 2011**. The order forms will be sent home with each student prior to this date or may be picked up in the main office. Friday, October 21, 2011, has been scheduled for any student pictures that need to be retaken.

Lock/Lockers – On the first day of school, students will be issued a school lock (if applicable). Students are permitted to use **school locks only**. All locks must be returned to the first period teacher at the end of the school year or a fine will be imposed. A lost or stolen lock will be subject to a \$6.00 fine. Students should keep their locks on their lockers and locked at all times. **Gym Locks: All students are encouraged to purchase and use their own lock for physical education. The school is not responsible for lost or stolen items as a result of belongings being unsecured. All personal belongings should be kept in a locked locker during gym periods. With reasonable suspicion school lockers are subject to searches by administration at any time.**

Senior Portraits – All seniors should have received appointment notices for senior portraits. If your senior did not receive a notice, please call Herff Jones at 1-800-687-9327 to schedule an appointment. The portraits are scheduled to be taken at the High School during the week of August 15-18, 2011 in the **Toscano Theater**.

Back-to-School Night for the high school has been scheduled for **Thursday, September 29, at 7:00 p.m.** Important information regarding Back-to-School Night is on the web page. Please bring your child's schedule with you on Back-To-School Night, as you will be following his/her exact schedule.

Press Releases – During the school year, there may come a time when we would have the opportunity to submit a photograph and a brief description to local media outlets of your child's academic achievements and/or school activities for special recognition. If you **do not** wish to have your son or daughter's photograph and/or information publicized, please notify the school in which your child attends (Guidance Office @ 223-2710) and we will honor your wishes. If we do not hear from you, we will assume we have your permission.

Our professional staff will be involved in an In-Service day on Tuesday, September 6, 2011. **School starts for all students on Wednesday, September 7th, beginning at 7:28 a.m.,** and will be a one session day. The administrators at the high school are available to answer your questions or address any concerns.

Please accept our best wishes for a successful school year.

Sincerely,

The High School Administration