

SAINT VINCENT Parish School

2019-2020

New Family SURVIVAL GUIDE





The Faculty, Staff, and Parents of Saint Vincent de Paul Parish School **welcome** you to our family! Saint Vincent School provides a nurturing environment for infants, preschool, elementary, and middle school students. Since 1963, we have provided over 1,500 graduates with an exceptional education in a faith-filled environment.

We know starting at a new school can be intimidating and sometimes harder for the adults than for the kids. We were all in that boat at one time and remember how overwhelming that first year can be. That is why we have put together this New Family Survival Guide to help answer all those questions.

We've done our best to compile this book – as an alphabetical index of essential topics and buzz words you will hear floating around the school. If you cannot find an answer to what you need in this book, please contact the office at (801) 277-6702. Our friendly office staff is always willing to help!

Good luck in the year to come! We hope that you will love our school as much as we do. Get involved as much as you can and see the difference you can make. We look forward to meeting you at one of our many events!

*The Faculty, Staff, and Parents of
Saint Vincent de Paul Parish School*

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ALL SCHOOL MASSES

Students attend Mass at the Parish every Friday at 9:00 am. The students sit with their classes, but parents are welcome to sit with their children. In addition to this weekly Mass, Saint Vincent School also assists with one parish weekend Mass each month. Each grade is assigned one of these Masses where their class takes on the responsibility of speaking the readings, taking up the gifts, and reciting special intentions. We encourage parents to come to these Masses, especially if their student's grade is participating. Students are required to wear "Full Uniform" on every Mass day. The uniform vests or cardigans are required for Mass days. Refer to the school calendar to make note of "All School Mass" dates.

AMAZON SMILE

Did you know that Amazon will donate 0.5% of the price of your eligible Amazon Smile purchases to Saint Vincent School? Amazon Smile is the same as Amazon – same products, same prices, and same service. Start your Amazon shopping at www.smile.amazon.com and designate your charitable organization as "Saint Vincent de Paul Catholic School." Be sure to select the one located in Salt Lake City, UT.

ATTENDANCE

We hate to start school without your child! Regular attendance is always important, but especially for new students. Frequent absences or tardiness usually add to those typical new school jitters. Still, we have all had those mornings when you just cannot make it on time. Our goal is to make sure a rough start doesn't define the whole day.

Pre-K students are walked into the school by a parent or guardian. Pre-K students enter the school through the north entrance (park on Kings Row side of school). A parent or guardian must also go into the school to pick up their Pre-K student. Students in kindergarten line up in the pavilion outside the kindergarten classroom. Students in grades 1 – 4 line up outside of the building on the Kings Row side of the school, near the playground. Students in grade 5 line up on the west side of the gym. Students in grades 6 – 8 gather at the south entrance of the school near the prayer garden. In the case of inclement weather, all students (except Pre-K) line up in the gym.

The first bell rings at 8:15 a.m. at which time students may enter the school. The second bell rings at 8:20 a.m. and attendance is taken. If a student arrives late, they need to check-in at the office. This allows us to account for the student. If your child is unable to attend school, please report the absence to the office via email at: absent@stvincents-school.org before 9:00 a.m. If your child is absent and we have not heard from you, we will e-mail, then call you.

If you need to check your child out at any time during the day, please come to the office and sign them out. The office staff will call the teacher to send your child down. In your absence, students will only be released to those authorized on your Pick-Up list (see Authorization and Emergency Database section of this guide). Please know that your child's safety is our main concern. Our complete attendance policy is located in the Parent/Student Handbook.

AUCTION

Saint Vincent School relies on an Annual Auction to support our school and allow us to fund additional things that are not covered by tuition. In the past, we have purchased Smart Boards, iPads, music equipment and even a new roof! The auction is an adult-only event and takes place during the third quarter of the school year. This is always a FUN event and the cost is reasonable for what you get: appetizers, cocktails, silent and live auctions, dinner, dancing, and entertainment. This is truly the Saint Vincent School party of the year!!

There are a wide variety of auction subcommittees from decorations to check-in to solicitations. We encourage each parent to volunteer, serve on a committee and/or support the auction by donating an auction item. We also encourage all parents to attend this great event where you can get to know people and have a fun night out. Watch for the auction newsletter starting in October.

AUTHORIZATION & EMERGENCY DATABASE

At Saint Vincent School, your child's safety is our main concern. One safety measure we utilize is a database of emergency contacts and a listing of those authorized to pick up your children. This database includes contact information for parents, child's pediatrician, preferred hospital, and those family/friends you give permission to take your children from school. Families are required to update this information for each child attending the school in Ren Web. This database can then be accessed by the main office and your child's current teacher. If at any time you are not able to pick up your child from school, Saint Vincent School staff will refer to this database to verify who the student may be released to along with their matching identity.

BACK TO SCHOOL NIGHT

There are several events going on in the first few weeks of school. Take a deep breath and try not to get overwhelmed. All events are intended to provide opportunities for you to get to know us, and vice versa. Each event has a different function, and you are encouraged to attend all of them, but we certainly don't want to burn you out before the year really begins. Most of the events are all about the kids and families.

All parents are asked to attend Back to School Night. This is a chance to meet the key people and organizations within our school. You'll be introduced to the faculty and staff, HSA president, and the School Board president. You can ask questions and learn ways to get involved in the school. After the meeting is over, you can visit the classrooms and talk to the teachers. **This event is for parents only.**

BAND AND CHOIR

Band: Starting at the end of August, we host a beginning band clinic for 4th graders to try different instruments and see what they might like to play. If they join band, they will have practice during music class throughout the year. Honor Band is for students in grades 5 – 8, and practices are Tuesdays and Thursdays after school. Band is taught by Mr. Scott Larrabee. There are several performance opportunities with the band including school performances, the St. Patrick's Day Parade in March, and the Spring Concert in May.

Choir: Saint Vincent has 2 school choirs. One is for students in grades 3 – 5, and the other is a middle school choir. Students in grades 3-5 practice on Wednesdays after school. Performance opportunities include the school performances, as well as the Spring Concert in May, and various special masses throughout the school year. Please contact Scott Larrabee at 801-277-6702 ext. 2056 if interested.

BOX TOPS

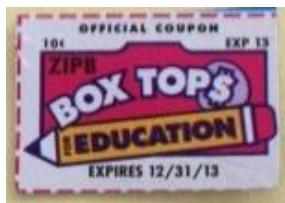
We encourage parents to snip and save Box Tops on many food packages and Campbell's soup labels. We get money back or merchandise for our school programs by parents saving these. Each month there is a collection where students can turn in their labels. Ask other relatives to save as well because every bit helps to make our school a better place.

Box Tops will be collected at the end of every month from each classroom or near the front office by the double doors. Please read the St. Vincent Tuesday Blast for each month's pick-up date.

In order for the school to get credit, please help us with the following:

- Box Tops must be **valid, box tops have not expired!**).
- Box Tops **must** be trimmed completely around the dotted line.
- If the box tops have expired, St. Vincent will not get credit for them.
- Thank you for your help!

Example of trimming:



CATHOLIC SCHOOLS WEEK

Along with all the other Catholic schools across the country, Saint Vincent School participates in Catholic Schools Week, which usually runs during the last week of January or beginning of February. The theme is set by the National Catholic Education Association (NCEA). During this week, our school recognizes teachers, allows parents to come to school to have lunch with their students, and gives students the opportunity to celebrate how fortunate they are to be members of such an incredible Catholic School. In addition to the events that are scheduled, Saint Vincent School students participate in a service project by collecting for a selected charity. During the week, students may be asked to donate specific items or money. Watch for information in January. We are thankful to have you in our Catholic community!

CHRISTMAS PROGRAM

Christmas Break doesn't officially begin until we've had a chance to come together to celebrate the birth of Christ. The Christmas Program is an annual tradition at Saint Vincent School. It is held at the Saint Vincent Parish Church. All students in grades K – 8 participate in the program. All families and parishioners are invited to attend this beautiful event. It is usually the Thursday before the Christmas break at 6:30pm.

COMMUNICATION

Communication is the key to a successful relationship. We do our best to provide many avenues for open communication with our parents. The main sources of information are our weekly “Tuesday Blast Email,” our school website, and Ren Web which contains a school calendar as well as other important information. In addition to these, we occasionally send out “Special Blast Emails” concerning specific announcements. **It is very important that you read the information sent in a timely manner to ensure you have all the up-to-date information of the school.** The Tuesday Blast Emails include information about upcoming events, volunteer opportunities, and any other pertinent information for that week or month.

Since most of our communication to you is via email, it is critical that we have your updated contact information. It is one of the ways we try to be as eco-friendly as possible by avoiding the paper waste of flyers and handouts. If you are not receiving the Tuesday Blast Emails, please see the front office to correct any possible errors in your email address.

In addition to the Tuesday Blast Emails, you can find a wealth of information on our website <http://www.stvincents-school.org/>. Here you will find a school calendar highlighting important dates for the month. You will also find information for parents (including forms and links to online PIP submission and Ren Web), students (classroom specific websites, hot lunch information, etc.), and flyers about upcoming events and opportunities. Take some time to become familiar with the school website.

If you have a concern or need to contact a teacher, feel free to send an email or leave a message on their voicemail. Most teachers are unable to take phone calls during the school day, but all of them check email and voicemail each day. A complete directory listing of email addresses can be found on our school website under About Us, Teachers & Staff.

In addition, teachers post grades on Ren Web to keep you informed of your child's progress (see Ren Web section of this guide).

COMMUNITY SERVICE (HELPING HANDS PROGRAM)

Saint Vincent Middle School students are asked to give back to those in need and help better our community and world through our Helping Hands program.

In addition to the Helping Hands Program, the middle school classrooms visit and do activities with senior citizens. Saint Vincent School also hosts a variety of food and clothing drives throughout the school year. Watch for our community day of sharing where parents and students of Saint Vincent School volunteer together to help a local non-profit organization.

COUNSELING

If your child needs counseling, please contact Mr. Green at ggreen@stvincents-school.org.

EXTENDED DAY PROGRAM (EDP)

For our working parents, Mother Teresa Extended Day Program is located on campus Holy Family Hall. Extended Day is a safe, caring environment where the children can play, socialize, and complete their homework. For Pre-K through 8th, it is open before school from 7:00am to 8:10am and after school from 3:15pm to 6:00pm. Students who are younger in age are walked to and from the school by a staff member, making sure they arrive safely at their destination. The Extended Day Program is also available to Pre-K students who attend school ½ day. During this time, students will participate in activities that are fun, challenging, and age appropriate. They will be picked up from, or walked to, their preschool class in the morning or afternoon, depending on when they attend.

There is an additional fee to use the Extended Day Program. For more information about the Extended Day program, visit our website and go to [Programs, Mother Teresa Extended Daycare](#) or call (801) 527-2033.

EXTRACURRICULAR ACTIVITIES

In addition to band, choir, and sport programs offered through the school (see Band and Choir and Sports sections of this guide), Saint Vincent School offers several extracurricular activities:

FIRST LEGO League:

In this club, students in grades 5 and up meet after school to design, build, and program a robot using LEGO MINDSTORMS. The students then take their robots to compete in the FIRST LEGO League competitions. This program is run by parent volunteers. There is a fee to participate in this program. This program starts in the fall and runs until the competition, which usually occurs in January. Watch for details in the Tuesday Blast Emails for more information about this opportunity.

Mad Science:

Looking for a hands-on, inquiry-based science program that sparks imaginative learning? Mad Science programs are offered after school, throughout the school year. Programs are approximately 4 weeks long and meet once a week after school. Watch for registration information in the Tuesday Blast Emails and flyers sent home with your child. There is a fee for this program.

Middle School Electives:

Middle School students are offered a wide-variety of school electives, which occur every Thursday. The offerings each quarter vary, but some examples include Theater, Italian, Sign Language, Specialized Science classes, and more.

Other extra-curricular activities include: Karate, Lego TeKnologies, Track Club, Girls on the Run, Dance, and Missoula Children's Theatre.

FIRST DAY OF SCHOOL PROCEDURES

Okay, so you bought the uniforms, found the shoes, and stocked up on pencils. Your kids managed to get a few hours of sleep and even woke up on time because they are ready to go back to school! On this day, we allow parents to park in the lots and help their students into their classrooms with their school supplies. (Supplies can be dropped off the week before school begins if you like.) The first day of school is a $\frac{1}{2}$ day, so don't forget to pick them up at 12:30 p.m. Most of the first day will be spent getting familiar with the classroom, the classroom rules, and getting to know each other. Our experience is that most children adapt just fine once their parents have left and the day gets underway, so don't worry. Kiss them goodbye and know they are in good hands.

For more information on the "Supply List" see the "School Supplies" section of this guide.

FOOD AND CLOTHING DRIVES

Saint Vincent School encourages students to learn about giving to the poor and needy. During the school year there will be several food or clothing drives. Every November and December, we do a food drive so people less fortunate will have a holiday meal. In the past, we have also done collections for clothing, toiletries, bikes, warm mittens, and hats. So please watch for the information on how you can help during the upcoming school year.

SPIRIT DRESS

On "Spirit Dress" days, all students may choose to forgo wearing the regular uniform and dress in St. Vincent spirit wear (clothing with the school crest and/or name) or dress according to a specific theme.

FULL DRESS

You may hear the term “Full Dress” being used regarding uniforms. Full Dress uniforms are required to be worn on Mass days and other special occasions, such as picture day, school programs, and some field trips. Basically, full dress uniform means that students wear the uniform vest or cardigan with their regular uniform.

GIFT CARD PROGRAM (SCRIP)

The Gift Card Program at Saint Vincent School is an optional program. This program pays a percentage of all gift card sales back to the school, while parents receive dollar for dollar what they spend.

Gift cards are purchased and operate like cash. Gift cards are obtained through a national provider. Gift cards are available for dozens of local retailers. Grocery stores, gas stations, restaurants, and retailers are included on the diverse list of Gift Card participants. Gift cards are available for purchase on the pavilion or in the gym before and after school several days per week.

Purchasing gift cards is a wonderful way to raise money for a variety of school activities and needs. The proceeds for this program help enhance our school programs throughout the academic year. Additional information about the Gift Card program can be found in the Parent-Student Handbook and on the school’s website.

GRADUATION

Over the years we have watched these children grow right before our eyes, and many have been here before they could read. At Saint Vincent School, we give these 8th graders a fitting send-off before moving onto high school. Students will participate in an 8th grade retreat and a lovely graduation Mass celebrating their years at Saint Vincent School. If you are an 8th grade parent, you will be asked to help with a graduation committee so that their final send-off goes without a hitch. A \$75 fee is collected at the beginning of the school year to help with the retreats they participate in throughout the year, as well as help pay for the graduation expenses.

GRANDPARENTS/GRANDFRIENDS DAY

We are fortunate to have many grandparents actively involved in our school community. Many volunteer their time and talents. We have a special “Grandparent Blast Email” that goes out once a month. If your child’s grandparents would like to be included on this email, please contact the main office. In the spring, we celebrate our grandparents and grandfriends at our annual Grandparent’s Day. Grandparents, grandfriends, and parents are invited to Mass, followed by breakfast and a special performance by our students.

HALLOWEEN CARNIVAL

Every October, Saint Vincent School Home and School Association hosts a Halloween Carnival. This is a fun night for students and siblings to put on their costumes and participate in games set-up in the gym. Each grade/room parent is responsible for running a game or activity. This normally has a nominal fee to attend. Please watch for the flyers and volunteer to help out.

HEART PROGRAM

St. Vincent de Paul School has adopted behavior system from the best practices of Positive Behavior Support Systems (PBSS) and Restorative Justice. The system focuses on positive behaviors and expectations, it sets a new, more positive tone that connects to the mission and charisms of the school. Students are recognized for behaviors that are Helpful, Encouraging, Accepting, Respectful and Together. When recognized, a student’s name is displayed along with what they have done.

Part of the program’s success has also been achieved in the behavior supports of students. They are taught and re-taught expected behaviors. Those who struggle to meet those expectations are supported, as they would be in academics. Teachers restate and reteach, and parent involvement is encouraged. This system also works at creating and maintaining our community. If a wrong occurs, all parties involved work towards the Catholic values of reconciling and restoring relationships.

HOME AND SCHOOL ASSOCIATION (HSA)

You are probably familiar with the term “PTA.” Here at Saint Vincent School, we have the HSA (Home and School Association). The Home and School Association is a body of parent volunteers dedicated to providing enriching programs that promote spiritual, social, and academic growth for the students of Saint Vincent School. HSA consists of four to five board members and several committee chairpersons.....and you! All parents are HSA members. If you are looking for a fun way to get more involved with the school, please contact a member of HSA. Most events sponsored at the school are a result of the collective efforts of our dedicated members of HSA. The executive and other sub-committees meet once a month for planning. This is a fun way to get involved with the school and fulfill your PIP hours at the same time! HSA has many committees to be a part of, including varying degrees of involvement to meet everyone’s different schedule. Nominations for officer and chair positions are held in the spring. You can find up-to-date information on our website.

HOMEWORK LAB

Students in grades 3 – 8 may come to Homework Lab to complete or receive help on homework. Homework Lab begins at 3:15 p.m. and ends at 3:50 p.m. In order to attend Homework Lab, students must have homework they are working on. Homework Lab may be cancelled due to meetings or unexpected events. Please visit our school website for a complete schedule of Homework Lab.

LOST AND FOUND

Our lost and found is located in the smaller back room of the teacher workroom at the front of the school. We keep larger items, such as uniforms, jackets, clothing, lunch boxes, and shoes. Since many of the items look exactly the same, we **strongly** recommend that you clearly label all items with a permanent marker. If we can see who it belongs to, we will return the item directly to your child. During parent/teacher conferences we will display the items that are in our lost and found. Please make a point of checking these tables to see if anything looks

familiar. Items that have not been claimed will be donated to charity. Please note that smaller items such as earrings, eye glasses, cell phones, keys will be kept at the main office.

LUNCH PROGRAM

Saint Vincent School is looking into hot lunch services at this time. More information will be sent home closer to the start of school.

MISSOULA CHILDREN'S THEATRE

Every year for one week in the spring, two enthusiastic directors travel from Missoula, Montana, stay with generous host families, and proceed to work their magic. They bring everything needed for an amazing production: sets, costumes, music, makeup, scripts, and equal doses of hope and patience. For the entire week, the two instructors work with our kids after school to teach them their lines, parts, and songs. At the end of the week, the students perform on Saturday for two shows. All students are encouraged to audition (between 55-60 parts are cast). No acting experience is required. Students must clear their schedule for the whole week of practice. Tickets will be on sale the week of the performance. Watch for more details and prepare to be amazed! This is a free after school program for students in grades K – 8, to introduce them to the performing arts.

NANO-NAGLE CHILDREN'S CENTER

The Nano-Nagle Children's Center offers Infant through 3-year-old programs. Their mission is to provide a secure, child-centered environment, rooted in Catholic values. The center provides a developmentally-appropriate experience for all children. They serve the Saint Vincent de Paul Parish and School and the surrounding community. They are open year-round, Monday-Friday from 7:00am – 6:00pm.

PARENT-STUDENT HANDBOOK

The Saint Vincent de Paul School Parent-Student Handbook is available on the school website (stvincents-school.org). The handbook outlines the school's philosophy, mission statement, and school-wide learning expectations as well as policies and procedures concerning admissions, discipline, dress code, tuition payment, general policies, emergency policies and procedures, medical policies and procedures, and School-Parent procedures. You will also find a staff directory in it. Many of the items in this booklet are covered in further detail in the Parent-Student Handbook. Every parent is required to read the Parent-Student Handbook in the fall and sign off that they have read it.

PARENT/TEACHER CONFERENCES

Our teachers are happy to talk to you if you have a question or concern about your child, but we like to see ALL of you at the Parent/Teacher Conferences. There are two each year, one at the end of the first quarter and one at the beginning of the third quarter. Two weeks prior to conferences, the Tuesday Blast Email will include a link to Volunteer Spot to sign up for a conference time slot. First come, first serve, so sign up early! Each parent/teacher conference is made in 15 minute blocks (30 minutes for middle school) and takes place in your child's classroom. For our middle school students (6th, 7th and 8th), these are student-led conferences with the student going over their work and then at the end, the teacher meets with you. Appointments can also be set up to meet with our specialty teachers during conference days. These conferences give you and the teacher a chance to discuss your child's test scores, progress, and goals for the school year.

PARKING

For the safety of all our students, please be aware of the school parking procedures.

We have busy parking lots with kids running around everywhere...Please always look before you back up!

Kings Row Parking Lot

(For Pre-School parents and students in grades 1 – 4)

This parking lot is accessible from Kings Row Street. The lot works the same for picking up as well as dropping off. (See emails sent at start of year.)

Pre-School parents and students should walk inside the playground. Parents of students in grades 1 – 4, if you choose to park and walk into the building, we ask that you park in the Spring Lane lot.

Additional parking information can be found on the [Parking](#) link on our school website.

Spring Lane Parking Lot

(For carpools, Grades 5 – 8, Kindergarten parents, and parents who have business in the school.) This parking lot is accessible from Spring Lane. *Enter through the main parish entrance if you are going to park.*

Morning Drop-Off Lane -. If you are dropping off, the entrance to use is the farthest EAST, right by the Nano Nagle Daycare

Building. ***Pull your vehicle all the way forward to the handicap parking stalls in front of the gym before unloading.***

In the afternoon, use the same entrance as in the morning. Do not park in the row of stalls next to the gym. Once again, there are cones in front of these parking stalls to remind you.

PIP HOURS

One of the things that makes our school so great is our Parent Involvement Program (PIP), which allows our parents to volunteer to help in the classrooms, go on field trips, or work on specific events. Every year, over 8,000 hours are logged in by our parents (double what is expected). Each family must commit to giving 20 hours of PIP service hours back to the school. Don't worry, there are so many different ways you can contribute your talents to enrich our school. For working parents, there are plenty of things you can do from home or on weekends. Please watch in the "Tuesday Blast Emails" for opportunities to volunteer and get involved as a Room Parent, with HSA, School Board, and the Auction. Thank you in advance for your participation! With everyone working together, we can accomplish great things and enhance the educational experiences of our children. "Many hands make light work!"

Keep track of your PIP hours and submit them monthly. You must record your PIP hours using [ParentsWeb](#) (RenWeb).

RECONCILIATION AND FIRST COMMUNION

Second grade is filled with many special memories, but the highlight of the year for our students is the opportunity to receive TWO sacraments, Reconciliation and First Communion.

Children learn about the sacraments all year in the classroom, as well as complete activity books and attend retreats with their families to prepare at home.

Registration is required through the Religious Education Office of Saint Vincent Church. All dates, books, and requirements are given by the classroom teacher but the parish direct sacramental preparation. The Religious Education Parish students and Saint Vincent School students come together several times throughout the year in preparation for the sacraments they will receive together in the spring. Dates are posted for both sacraments on the school calendar at the beginning of the year.

RELIGION

The primary purpose of Saint Vincent de Paul Parish School is to further the message of Jesus Christ. Non-Catholic students are welcome at Saint Vincent School. We ask that all students respect Catholic religious teachings and practices within the school. All students are invited to pray with the class, attend Mass, take religion courses, and promote the moral and spiritual climate of the school. During communion, students who are not Catholic can go up and receive a blessing.

Ren Web

Ren Web is your internet lifeline to staying informed of your child's grades. It is also the database system we use for family information such as Emergency Contacts, Student Pick-Up List, and your Family Data Information. Every family is assigned a unique access code which allows you to log in and view your student's progress and your family information. You can go to this area on the school website under the [parents](#) tab and then to the Ren Web drop down. This is a great way to monitor your child's grades and allows you to see missed assignments (grades 5-8). If you don't have access to a computer, please let us know and you are welcome to come in and use the computers in our lab to view your child's progress.

ROOM PARENTS

Room parents help to plan class parties and other classroom events. They also assist in informing other parents in the class about upcoming events, volunteer opportunities, and communicating important information from the school office. Some classroom teachers require more involvement from room parents, while others don't ask for as much help. If you have great social skills with children and teachers, can organize and plan well, and have a flexible schedule, you have the necessary requirements to become a room parent. Those interested in getting involved in the classroom should talk to their child's teacher about being a room parent. It's a fun and rewarding way to be involved in the school!

SAINT PATRICK'S DAY PARADE

Every March, Saint Vincent School participates in the Saint Patrick's Day parade, which is held downtown. Students are encouraged to help decorate the float and ride in it during the parade. Our band usually performs on a second float. This is a fun day for students to see a bit of green and celebrate our Irish ancestry. (Did you know that St. Vincent School used to be run by Irish sisters?) Watch for flyers and information in the Tuesday Blast emails to see how you can help.

SCHEDULE

NOTE: All students, with the exception of Pre-K, will dismiss at 12:30 p.m. the first day of school. Pre-K students have a special schedule the first week of school. Pre-K parents will receive a letter in the mail regarding the special schedule for the week.

Monday-Thursday Grades K – 8

First Bell 8:15 a.m.

Tardy Bell 8:20 a.m.

Dismissal 3:15 p.m.

All Fridays and Early Dismissals - 12:30 p.m.

Pre-K Hours

Monday – Thursday (Pre-K has no class on Fridays)

A.M. Session		P.M. Session	
8:15 a.m.	First Bell	12:10 p.m.	Doors Open
8:20 a.m.	Tardy Bell	12:15 p.m.	Tardy Bell
11:20 a.m.	Class Ends	3:15 p.m.	Class Ends

Pre-K Early Dismissal Hours

A.M. Session		P.M. Session	
8:15 a.m.	First Bell	10:35 a.m.	Doors Open
8:20 a.m.	Tardy Bell	10:40 a.m.	Tardy Bell
10:15 a.m.	Class Ends	12:30 p.m.	Class Ends

SCHOOL BOARD

Saint Vincent School Board's purpose is to serve as a consultative body that assists and guides the pastor and principal in fulfilling the school's mission. The Board plays an important role in the ministry of Catholic education. Decisions are reached through dialogue and consensus. Board members offer their time, insights, and wisdom for the common good of the school. The Board represents and responds to concerns of the entire community. The Board shares and supports the vision and leadership of the school administration.

Board meetings are held monthly. All meetings are open to parish members and/or parents of children attending Saint Vincent School. If you are interested in serving on the School Board, contact any current School Board member (listed on the school website) or Mr. Green. Nominations are each spring.

SCHOOL FAMILIES

St. Vincent School celebrates our community with our School Families Program. In most cases, one student from each grade is placed in a family with the oldest student in the group acting as head of the family. This is an opportunity for students from 8th grade down to Kindergarten to come together as a family community at least once per quarter. The school family activities include fun activities, prayer, and service to our community. This is a great way for our 8th graders to become leaders of their families and for all our students to develop a special relationship with others in our school.

SCHOOL SUPPLIES

School supply lists are provided on the school website. You may purchase school supplies through any vendor of your choice. If you have any questions about a particular item, please don't hesitate to ask your child's teacher about it during the first week of school. Many teachers are open to having you drop off school supplies the week before school starts, since they are there preparing for classes anyway. That also gives your child an opportunity to meet their teacher in a quieter setting before the first day of school.

SECURITY

It is a main priority at Saint Vincent School to keep your children safe. We recognize the tremendous responsibility of being entrusted with your children, and we do not take that lightly.

Upon arrival, all visitors must report to the school office before proceeding through the building. Access to the school office is through the main doors on the south side of the building. The doors remained locked from 9:00am – 3:00pm. Visitors should ring the bell (located on the side wall) for admittance to the school. Volunteers must sign in at the main office and obtain a visitor pass before entering the school hallway or classrooms.

Once school has begun, parents are asked to refrain from entering the classrooms with forgotten items. These are to be dropped off at the office and we will get the items to the students.

Each student must have emergency information on file that is complete and current. A link to our emergency information submission site was sent to everyone on the school email list before school began. If the parent/guardian cannot be reached, other persons listed in the emergency information will be contacted. No student will be released to any person not listed on the emergency information card without written permission from a parent/guardian.

SPIRIT GEAR

Show your Saint Vincent School spirit! There are a range of clothes, cups, bags and, other items that can be imprinted with the Saint Vincent Viking crest. Watch the Tuesday Blast Email and your child's backpack for order forms and information about when and where to purchase Spirit Gear.

SPORTS

Students participate in sports through a variety of leagues. If you are new to the school be sure to reach out to parents in your children's classes to find out what leagues children participate in for various sports – this will help to get them on teams with students from St. Vincent's.

Soccer: Many students play in the Impact United League, although others play with area "rec centers" such as Holladay Lions. Impact United signups are normally in the spring for the following school year. Additionally, many students play in competitive soccer leagues. Talk to other parents in your child's class to see what other students are doing. Most of the soccer teams are formed with students from Saint Vincent School, but in the event that there are not enough students to make up one team we sometimes merge with other teams in the same league. Your child can decide to play fall and spring, or just one of the seasons if they participate in other sports.

Volleyball is for 5th - 8th graders and is a fall sport. It begins in September and runs 6 weeks. Teams are co-ed and are run through the Catholic Youth Organization (CYO) league. Volleyball has a championship tournament in early November in which all teams participate.

Basketball is a CYO sport for 2nd – 8th graders with teams specifically from Saint Vincent School. Sign-ups are at the end of October. Practice usually begins in November with the first games starting in the beginning of December. The season runs into March with a tournament at the end of the season.

Baseball, which is not through CYO, is a spring sport. Many students play at Crown Colony – across the street from Saint

Vincent School. The season runs through early June. A tournament for all teams concludes the season.

Football/Lacrosse: St. Vincent School does not have an organized football or lacrosse team, but kids who are interested can get in a league through Judge Memorial or Juan Diego Catholic High Schools.

Softball: Girls' softball signups are normally in February or March. Players can play through the Wasatch Front or Murray leagues in our area.

Learn to Golf: This is an afterschool program that runs in the fall. There is a nominal fee charged. The classes teach students the basic skills of golf. Dates to be determined; watch for flyers. This program is offered to students in Pre-K and up.

Ski and Snowboard Program: The after-school ski program runs during the winter months and is administered through the Salt Lake County Parks and Recreation: Holladay Lions Center. Students in grades 3rd – 8th who want to ski or snowboard are picked up on Friday afternoons (our ½ days) and are taken to one of the local ski resorts for lessons. This is a great way for your student to learn how to ski or enjoy getting some physical activity on Friday afternoons. This program usually has signups in November and runs for 6 weeks in December and January. There is a fee associated with this program.

Girls Running Program: Saint Vincent School offers a nationally-based Girls on the Run program in both the fall and spring. This is a 12-week program for girls in grades 3rd - 6th in which girls are taught about such dynamic topics as being emotionally healthy, standing up for herself, learning to listen, keys to making healthy decisions, and plugging into positive attitudes. After each lesson, the girls' warm-up, play running games, and then run/walk. Each season culminates with a valley-wide 5K run/walk. The mission of this program is to educate and prepare girls for a lifetime of self-respect and healthy living.

TRIVIA NIGHT

This event usually takes place in the fall. It is a fun night to get a table together and test your trivia knowledge. This event has a nominal fee. Participants bring in their own food and beverages to be shared at tables of 8. There are 7 rounds of 10 questions each, and each table is allowed to discuss what their answer is. At the end of the night, prizes are distributed to the top tables. Members of committees within the school usually sponsor a table or two, so get ready for the fun opportunity to beat our Teachers, School Board, Parents, and HSA!

UNIFORMS

The complete Dress Code is in the Parent-Student Handbook, so there's no point in repeating it here. Our goal is to provide a few helpful tips:

- Shoes - Any sturdy, non-marking shoe may be worn with the uniform, such as leather dress or athletic. No sandals, open toes, or backless shoes. No extreme fads such as blinkers, neon/fluorescent shoelaces, sequins, etc. Shoes must be one of the following colors: predominantly black, white, brown, red, gray, or navy blue.
- Sweatshirts – Uniform sweatshirts are an option, not a necessity and seem more often to be worn by students in the younger grades. If your child likes it and will wear it, great! But please don't feel obligated to purchase one.
- Skorts and Skirts/Jumpers - As the girls get older, they tend to wear the skorts, skirts, and/or jumpers daily and not just on best dress days. Middle School girls usually do not wear long pants to school on a regular basis, but it is an option.
- Our uniform policy is enforced, so please be sure you and your child are familiar with it.

USED UNIFORM SALE

At the end of every school year, we ask students to donate clothes they have outgrown. Free dress is offered in exchange for donating used uniform items. These clothes are then sold at our used uniform sale in May. This is a great way to save money and get gently used items at low prices! If you can help sort items or work the used uniform sale, this is a great way to fulfill your Parent Involvement (PIP) hours. Also, as incentive to assist with the sale, those volunteers are given first dibs at the selection!

VICTORIOUS VIKINGS

The "Victorious Vikings" are students who have distinguished themselves in any number of ways: being kind toward others, improving in a certain subject or skill, helping a teacher or classmate, working hard to achieve a goal, etc. Throughout the month, the classroom teachers (with occasional help from colleagues) choose several students who have earned this designation. The principal and assistant principal present a prize to the Victorious Vikings in front of the students' classes, take the students' photos with the special Viking helmet, and send the photo and an email to the students' parents/guardians. Victorious Vikings' photos are placed on the digital photo frame at the entrance to the school.

VOLUNTEER OPPORTUNITIES

There will be many opportunities throughout the school year to volunteer your time and talents for the betterment of our school (and to earn PIP hours!). Opportunities to volunteer will be communicated in the Tuesday Blast Emails with links to sign up via Volunteer Spot. Volunteer Spot is our online tool for posting and signing up for volunteer opportunities. HSA and School Board also post volunteer opportunities on our school website. Many teachers also use Volunteer Spot for volunteer opportunities in the classroom.

WEATHER

Utah is known for its beautiful, but extreme, weather conditions. Sometimes that weather can be very unpredictable. Please make sure your child is prepared in case the weather turns cool during the day. It is so important for children to get fresh air and the chance to run around, so we go outside for recess every day unless it is raining or snowing hard. Recess will not be held outside on orange or red air quality index days. With parental request, teachers will make special arrangements for students with asthma or other respiratory conditions on yellow index days or if a student's condition necessitates restricting strenuous physical activity. If Granite School District cancels school, Saint Vincent de Paul School will also cancel school. Information regarding school closures is generally broadcast on: KSL (1160 AM, 801-575-5555) and KDYL (1060 AM). We will also send a parent alert using the school emergency notification system.

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