

Dear Students and Parents:

Welcome to St. Peter's Middle School. We at St. Peter's Middle School consider it a privilege to work with parents in the education of children, because we believe parents are the primary educators of their children. Therefore, it is your right and duty to become the primary role models for the development of your child's life – physically, mentally, spiritually, emotionally, and psychologically. Your choice of St. Peter's Middle School involves a commitment and exhibits a concern for helping your child to recognize God as the greatest good in his or her life. Your child needs constant support from both parents and faculty in order to develop his or her moral, intellectual, social, cultural, and physical endowment. Neither parents nor teachers can afford to doubt the sincerity of the efforts of their educational partner in the quest of challenging, yet nourishing, each student to reach his or her potential. Evidence of mutual respect between parents, teachers, and administration will model good and mature behavior and relationships. Together let us begin this year with a commitment to partnership as we support one another in helping your child to become the best person he or she is capable of becoming.

This handbook has been developed as an aid for you to understand St. Peter's Middle School and its rules and regulations. It is imperative that you become familiar with the contents of the book, as it covers a variety of information.

Please **read the handbook, sign, and return the agreement** form enclosed to the school office on the first day of school.

The acceptance of this handbook establishes a contract between you and St. Peter's Middle School that you understand our policies, how they are enforced, and you agree to abide by them. We wish you the best during this school year.

Sincerely,

Gene Koester
Principal

ST. PETER'S MIDDLE SCHOOL STAFF

Shannon Bickford	Science
Margie Black	Spanish
Lauren Brown	Art
Heidi Gardner	Math
Evan Hotulke	Social Studies
Mike Howard	PE/Health and Safety
Gene Koester	Principal
Julie Pettyjohn	Language Arts
Sister Joan Margret Schwager	Religion
Angela Suarez	Music
Andrea Svec	Literature
Whitney Wells	Administrative Assistant

Mission Statement

The Joplin Area Catholic School System provides a strong academic and Catholic faith foundation. Our goal is to teach young people to integrate Christian values into all aspects of life. We provide students with educational and social skills needed to be active, productive members of the community and Church. We endeavor to graduate young adults who are effective witnesses to the presence of Christ in the world.

Purpose

We believe that the special purposes for our school are threefold: CHRISTIAN ENVIRONMENT, ACADEMIC EXCELLENCE, AND LEADERSHIP DEVELOPMENT. The Joplin Area Catholic Schools educate the whole person - mind, body, and spirit - to be a good citizen and a future leader of church, community, and nation.

Statement of purpose and beliefs for the Joplin, Area Catholic School

Our recognition of a mandate from Christ leads us to the following principles:

- That all human beings of every race, condition, and age enjoy a specific dignity as human beings and have an inalienable right to an education that is in keeping with their ultimate goal. A true education aims at the full formation of every individual. We believe that a democratic society is the most desirable way of life for civilization as we know it.
- We believe that this way of life is perpetuated through the education of the members of this society. Society will benefit by fitting our educational goals to each student's development level, ability, interest, and desire.
- We believe the individuals should be useful members of a democratic society, and that such membership implies acceptance of responsibilities as well as privileges.
- We hold that each Catholic school should strive to realize the threefold purpose of Christian education; to follow each doctrine, to build community, and to serve. The Catholic school is the effective means available for the education of children and young people.
- In fully helping students develop mentally, physically, emotionally, socially, spiritually, and culturally, we believe teaching is a cooperative effort among administrators, parents, teachers, and students.
- We believe that learning is most effective when the individual is the focus. This is enhanced when the individuals involved are working toward clearly defined goals and objectives, and the individuals are interested in and concerned about materials they are going to master.

Christian Atmosphere:

A supportive Christian environment in the Joplin Area Catholic Schools is a vital part of the accomplishment of our education mission. Each person involved in the school has a role to play in the physical, intellectual, emotional, and spiritual development of the students enrolled in the system. Our Christian atmosphere is enhanced by Retreats, Prayer, Reconciliation, Stations of the Cross, Rosary, and Mass during the year.

Admissions, Continuance, and Withdrawal Policy

Joplin Area Catholic Schools admit students of any race, sex, nationality, or ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school. We do not discriminate on the basis of race, sex, color, nationality, or ethnic origin in our admissions policies and/or any other school administered program. Christian values are taught to all students.

The Catholic Church and St. Peter's Middle School recognize parents as the primary educators of their child. The education of the students at our school is a partnership between parents, students, teachers, and this school. If, in the opinion of the administration, the partnership is irretrievably broken, the school reserves the right to require the parent to withdraw his or her student from our school.

Preference for Catholic Students

Our schools do give preference in admission to Catholic students living within the Sacred Heart, St. Mary, and St. Peter parish boundaries; secondly, to Catholic students living outside those parish boundaries; thirdly, to non-Catholics.

Financial Policies

The Joplin Area Catholic Schools are supported by the stewardship contributions of participating parishes. Students from families who do not participate in stewardship must pay tuition as established by the JACS School Board. All families are responsible for the appropriate nonrefundable educational registration fee.

Immunizations

JACS follows Missouri State law for school age children. Students not in compliance with the law will be excluded from school unless legally exempted (medical/religious) and a Report of Noncompliance is on file with immunization report. Proof of immunization is required from a physician or other recognized health facility.

Procedures - New/Transfer Students

- The family must complete a school registration form.
- If the family is Catholic, they must be taking part in stewardship, and registration form must be signed by the parish priest.
- A nonrefundable educational registration fee must be paid.
- Officials of the school most recently attended will be contacted, if necessary, by the principal.
- All medical records required by the state and federal government must be in place and on file with the school prior to enrollment and attendance.
- Our school does not presently have the personnel or resources necessary to work with youth that have significant learning disabilities, who need special education, and/or who have a history of social or behavioral problems. Therefore, such students usually are not accepted.

Withdrawal

Records will not be sent to the receiving school until all fees are settled.

Student Residence

Any student attending an elementary or high school in the Diocese of Springfield-Cape Girardeau system is required to be living with one of the following:

- The student's parent(s) or legal guardian.
- A person who has been given the power of attorney by a natural parent (According to Missouri stature, Sec. 475.024 RMS. 1994, a parent of a minor child may delegate to another individual, for a period of one year any of the parent's rights, including the care and custody of the minor child with the exception of consenting to marriage or the adoption of a minor child). A written notification is to be on file which identifies the residence of the student. Should a student be living with anyone other than one of the above stated parties, the student will be suspended until the matter is resolved according to the above policy.

Building Hours

St. Peter's School will open at 8:15 a.m. Students should enter through the front doors. Adult-supervised Before School Care will be 7:30-8:15 a.m. After 3:40 students must be in the area where they are supervised. After school care will be available from 3:50 p.m. to 6:00 p.m. Parents will be required to sign a contract for this service. Charges for after school care are outlined in the after school care contract.

Class Schedule

School Hours: 8:30 - 3:40

Homeroom: 8:30 - 8:40

Regular Day:

Period 1	Period 2	Period 3	Lunch	Period 4	Period 5	Period 6	Period 7
8:43-9:35	9:38-10:30	10:33-11:25	11:28-12:00	12:03-12:55	12:58-1:50	1:53-2:45	2:48-3:40

Mass day:

Period 1	Period 2	Period 3	Lunch	Period 4	Period 5	Period 6	Period 7	Elective
10:05-10:40	10:43-11:18	11:21-11:56	11:59-12:30	12:33-1:08	1:11-1:46	1:49-2:24	2:27-3:02	3:05-3:40

Communication

Should a parent have a concern or complaint, the following is the chain of communication to be followed:

1. Discuss the problem with the teacher directly involved.
2. If the parent feels the conflict is not being adequately resolved, he/she may call for an appointment with the principal.
3. A conference may be called for the teacher, parent, and principal.

We are pursuing electronic paperless information, and ask you provide appropriate information. A weekly 'Communicator Email' with school news will be sent to email addresses provided to the school. Please call the office if you wish to schedule an appointment with the Principal or your child's teacher.

School Cancellation

At certain times, due to weather conditions or other factors, it is advisable that school not be held. In that event, the information will be announced over the local television stations. Joplin Area Catholic Schools dismiss as a system.

Student Campus Regulations

STUDENTS MUST HAVE PARENTAL PERMISSION AND PERMISSION FROM THE OFFICE TO LEAVE SCHOOL GROUNDS. Students arriving after 8:30 a.m. are considered tardy and must be signed in at the office by parent/guardian and 3 tardies will result in a detention.

Phone Calls

Phone calls should be made from school to home only in an emergency. Calls to students or teachers during class hours should be made ONLY in cases of emergency. Emergency phone calls home will be made by the school secretary. Students must have permission from the classroom teacher to leave class to use the phone.

Lunch Procedures

Students are expected to demonstrate good manners in the cafeteria and leave area clean and floor free from litter. Food and drink are not to be taken from the cafeteria. Any food brought to school should be eaten in the cafeteria. "Fast Food" (i.e. burgers, pizza, etc.) is not allowed to be delivered for student lunch. Students may not purchase items from vending machines during lunch.

A positive balance must be kept on their lunch account. An email indicating the current balance of the account will be sent home frequently. Also, a balance is available at www.myschoolbucks.com.

NO CHARGES ARE ALLOWED. If your student has a balance below \$1.00 they will not be able to receive a school lunch. A peanut butter or cheese sandwich will be provided.

Student Dress and Appearance

All students enrolled in the JACS will abide by the school dress code. The purpose of the dress code is to promote unity in the schools, pride in one's personal appearance, and to promote our Catholic identity. Students are expected to maintain a neat, clean appearance at all times. No article should be worn that detracts from the learning environment.

Non-uniform dress code should conform to dress code standards (i.e. hem lengths, no sleeveless, shoe guidelines). Unless notified, students will have a non uniform day on the last Friday of each month.

STUDENTS MUST WEAR UNIFORMS ON MASS DAYS.

DETAILED DESCRIPTION OF JACS DRESS CODE

- No shorts from November 1st to March 1st.
- NO tight fitting or oversize clothing. Clothing may not have holes or rips.
- LENGTH of skirts/shorts/skorts: KNEE LENGTH
- No logos
- Only St. Peter's STUCO hoodies/sweatshirts may be worn over school uniform
- Belt must be solid color, brown, navy, black, no decoration, with plain conservative buckle
- Students may not have tattoos, temporary or permanent, including illustrations on arms and hands
- All socks must be visible above shoes
- Undershirts must be plain white t-shirts
- All shirts will remain tucked in during school hours

If students are observed not ADHERING TO THE DRESS CODE during school hours, fines will be assessed in the amount of \$5.00 per violation. If students are observed wearing tight fitting, oversized, or too short clothing during school hours, the student's parent will be notified to bring proper clothing or to pick up the student to change. Further clothing violations will result in a fine in the amount of \$5.00 per violation. Free dress passes are available for purchase once each semester. The dress pass must be purchased at least one day before use.

The Principal reserves the discretion to amend the dress code policy as necessary to prohibit distraction to the learning environment.

GIRLS REQUIREMENTS

- Dress twill or chino, khaki or blue
- Regular fit
- Straight leg
- 4 or less pockets on front or back only

- 2-3 buttons
- White, red, or navy blue
- Long or short sleeved

- Button-down collar
- Single or no breast pocket
- Long or short sleeve
- White

- Cotton jersey
- Not ribbed or textured
- Solid color red, white, or navy blue

- Crewneck, cardigan (letter sweater style), or vest
- No hoods, no loose weaves, no patterns
- Must be solid navy or white

- Dress twill or chino
- 4 or less pockets on front or back only
- Regular fit
- Navy or khaki

- Dress twill or chino
- Navy, khaki, or black watch plaid

- Leather shoes should be dark color
- Closed toe and heel
- Heel height no higher than ½ inch

Pants

No cargo pants
No jeans material

Golf Shirts

Dress Shirts

Turtlenecks

Sweater

Shorts

(No shorts allowed November 1st
to March 1st)
KNEE LENGTH

Skorts/Skirts

(November 1st to March 1st – must
wear tights or knee socks)
KNEE LENGTH

Shoes

(No house shoes, no boots,
no patterns
No sparkles or glitter, no metallics)

BOYS REQUIREMENTS

- Same as girls

- Same as girls

- Same as girls

- Same as girls

- Same as girls

- Same as girls

- N/A

- Leather shoes should be dark colors
- Closed toe and heel

GIRLS REQUIREMENTS

- Brown/black/navy/gray/white, no predominate neon
- No higher than top of ankle
- Socks may be white, khaki, navy, or black
- Ankle height or above and visible above the top of the shoe
- Solid color tights in black or white
- Skin toned panty hose
- Natural color
- Not distracting
- Out of eyes
- Conservative hair accessories only
- 1 pair of posts, no larger than a dime
- Jewelry should be limited to one watch, one ring, and simple crosses or religious medals on a narrow silver or gold chain
- No watches with a beeping device
- Jewelry must be kept with the conservative nature of uniform
- No Smart Watches, no Fitbits

Athletic Shoes

No metallic, no sparkles

Socks

Must be plain, no patterns, emblems, shapes, or logos.

Hair

Earrings

Accessories

BOYS REQUIREMENTS

- Same as girls
- Crew or mid-calf
- Solid color in white, khaki, navy, or black
- Natural color
- Off the collar
- Above the ear
- Generally tapered appearance
- Clean shaven
- No piercings allowed
- Same as girls

PE Dress Code

Students are required to dress out for PE in school T-shirt, shorts/sweats, socks and tennis shoes. PE clothing cannot be the (uniform) clothing that is worn to school. Students will lose points for not dressing out for PE, and their grade will be affected. If three offenses occur in a quarter, the student will also receive a detention.

Personal Property

It is recommended that students not bring electronics to school. *These items are disruptive to the educational process.* Calculators and personal property should be labeled with the student's name for convenience and protection. Students should not bring large amounts of money to school. All student belongings must be stored inside the student's locker during school hours. Items left in lost and found for 14 days will be donated to charity.

Cell Phone/Tablet Policy

Cell phones and tablets **MUST** be turned off and turned into the office upon arrival. Students may come to the office to retrieve their tablet with permission from their current class teacher. Tablets must be returned to the office before the next class period. Devices will be returned upon dismissal/sign out from After School Care. Students with electronic devices in their possession (without permission from their current class teacher) during school hours will be fined \$15.00 and the device will be confiscated. Once the fine is paid the device will be returned to the student. Repeat violations will result in device confiscation for the remainder of the school year. The definition of cell phone is also expanded to include 'Smart Watch' device.

Records

Report cards, transcripts, diplomas, and other student records will not be released until all library dues, fines, tuition, books and school property are returned, lunch, before/after school care charges, and property damage restitution are paid in full. In accordance to the Family Educational Rights and Privacy Act, parents and their student may view that student's official records (academic transcripts, academic testing, and emergency sheet) upon a 24 hour written notice to the school.

Noncustodial Parent

This school abides by the provisions of the Buckle Amendment with respect to the rights of noncustodial parents.

In the absence of a court order to the contrary, school will allow the noncustodial parent access to the academic records and other school-related information. If there is a court order specifying no information is to be given, it is the responsibility of the custodial parent to provide the school with an official copy of the court order. Divorced parents may bring a copy of the custody section of the divorce decree to school. This information may also prove useful in determining when, if ever, the child can be released to the non-custodial parent.

Signs and Posters

The principal must approve signs and posters before they are posted.

Lockers

Academic lockers are available for students' use. Students should never store cash or expensive items in their lockers. The school assumes no liability for anything damaged, lost, or stolen from lockers or anywhere on school campus. These lockers are the property of the school and may be searched at any time by school personnel with the permission of the school administration. The Joplin Police Department may also search lockers upon administration request or when a valid search warrant is presented. Students are liable for locker damages.

Technology Use

Computers are for educational and classroom management use only. Teachers will monitor all student use of the computers. All individuals using any computer owned by the school or on school property must sign a Technology Use Agreement. Misuse or abuse of technology or multimedia equipment will result in loss of equipment privileges or even suspension.

School Visitors

All visitors are to check in with the school secretary at the office. For an optimal teaching and learning situation, all classroom interruptions should be kept to a minimum and avoided if possible, which includes phone calls to students. Conferences with teachers should be scheduled through the office for after school hours. The students are expected to inform their friends and who do not attend St. Peter's Middle School that school hours are not visiting hours. Parents waiting to pick up students at the end of the school day are expected to wait outside.

Medication

If it is necessary for a student to take prescription medication during school hours, the medication must be in the original packaging and be marked appropriately. Said medications will be administered by faculty or staff as per prescription label.

If a student requires over the counter medication, said medication may be left in the office with a signed parent/guardian permission form. Dispensing of all medication is recorded in the office.

Student Behavior

The following is a partial list of rules that apply to all students in the school buildings, on school grounds, and at all school-sponsored events. The principal has ultimate discretion in matters of student behavior.

- Gum Chewing

Students are not permitted to bring or chew gum while on school grounds. A \$5.00 fine will be issued for each gum chewing offense.

- Cheating

1st offense: zero for the test/assignment, parent/guardian notified

2nd offense: further disciplinary action may be taken at the discretion of the principal.

- Tardiness

Students are tardy if they are not in class and ready when the bell rings. Every three tardies will result in a detention.

Vandalism

Students are financially responsible for any damages they do to school property.

There is no tolerance for acts of vandalism. Acts of vandalism include, but are not limited to, the following: littering, throwing objects, stealing, turning in false alarms, trespassing, or arson.

DISCIPLINE PROCESS:

The general discipline process is:

First offense: reprimand, possible detention or suspension.

Second offense: suspension, parental conference with principal and teacher(s).

Further offenses: lengthier suspensions, parental conference, disciplinary probation or expulsion.

Individual discipline records are maintained. Consideration of prior offenses and behavior may have a bearing in determining present action.

Students/parents who decide to appeal the decision of the principal in matters of discipline may schedule an appointment with the School Board. All such requests must be in writing and be received by the President of the Board within one week of the principal's decision.

The School Board acts in an advisory capacity to the school administration.

The principal is the final recourse in all disciplinary situations.

Detention

Parents are notified by written discipline notice. Detentions will be served Tuesdays before school (7:15 a.m. to 8:15 a.m.). Students must arrive on time. Late arrivals will be counted as a missed detention. A missed detention will incur a second hour of detention. After three one-hour detentions have been assessed, a fine of \$10.00 will be issued for each additional detention assigned, to a maximum of three (\$30). Students who are assigned a detention after this point will be issued a suspension. Detentions are tallied per quarter.

Suspensions

Students who serve in or out of school suspensions will be responsible for class work covered while on suspension. Students will not receive credit for this work, but are still responsible for its completion during the suspended time. In-school suspensions incur a \$50 daily charge.

Standardized Testing

St. Peter's Middle School administers standardized tests (ITBS, CoGAT, and ACRE) during the school year.

Grading System

Diocesan Grade Scale:

A+	100%	A	94-99%	A-	93%
B+	92%	B	86-91%	B-	85%
C+	84%	C	77-83%	C-	76%
D+	75%	D	71-74%	D-	70%
BELOW 70% F					

Semester grades are recorded on the student's permanent record. All students receive quarterly report cards. Deficient grade notices (D or F) are sent to parents every three weeks. Parent-Teacher conferences are scheduled for the end of the first and third quarters, and upon request.

Homework

Homework assignments are posted. Each student will be provided with an assignment book/planner to record assignments. Academic success is of the utmost importance for each student. Therefore, extra-curricular activities are not acceptable as excuses for not turning in assignments or for not making-up missed work or tests. Missing assignments will not be excused.

Late assignments will receive 20% off if turned in the following day, 30% off the next day, and a zero recorded the third day.

Homework requests for absences must be requested by 10:00 a.m. and picked up after 2:30 p.m. Students are responsible to complete makeup work in a timely manner. Teachers will inform students of the late homework policy for their class.

Tutoring

Parents should consult with the classroom teacher if they feel tutoring is necessary for their student.

Renaissance

Renaissance is the name for our A/B honor roll. Students earn the privilege to be on renaissance based on academic grades and behavior from the previous St. Peter's quarter grades and behavior/tardy records. A student with all A's and no detentions of any kind (received for poor behavior or from three tardies) will be on Blue-Card Renaissance. A student who received all A's and/or B's and no detention of any kind will be on White-Card Renaissance. Renaissance is financially supported by the student council. Renaissance students will be rewarded for their achievements with occasional activities planned and provided by student council.

Field Trips

Field trips are educational and directly related to the curriculum. Permission cannot be given verbally. Students will not be allowed to participate if a signed permission form is not returned in advance.

Textbooks

Students are responsible for the textbooks checked out to them and must pay for damages or lost textbooks. Please report any lost or damaged books to the office immediately. Report cards are held until restitution is made.

Extra-Curricular Activities

Extra-Curricular activities are defined as those which a student freely chooses to do on his/her own outside class time. Some examples include cheerleading, athletics, student council, quiz bowl, etc.

Student Council

Student council is made up of 12 students elected by their peers and one faculty advisor. These students accept the responsibility of leadership within their school and promote school spirit, excellence, value, respect, and faith through financial support and planning of school activities that benefit the entire student body, teachers, and staff. At the end of each quarter all grades must be a C or above and the student may not have received a detention of any kind during that quarter. If a lower grade or detention has occurred within that quarter, the student will not be allowed to continue as a member of student council for the remainder of that school year.

Regulations for all Classes and Clubs

- Principal approval is required for club formation, adult sponsor selection, any induction ceremonies, club fundraising, any communications (parent or students), and event scheduling. No classes or clubs shall hold initiations.
- All meetings must be attended by the sponsor or an approved substitute.
- All school clubs and organizations must be democratic in nature. The method of selecting members must be of a nature that will make it possible for any student who meets the requirements to become a member.
- All meetings must be held in the school building.

Eligibility

To be eligible for an extra-curricular activity, a student must have a grade of 76% or better in all classes. Academic eligibility is evaluated weekly. In addition, a student must maintain satisfactory academic and behavioral standing throughout the time period in which he/she is engaged in the activity in order to participate. Eligibility effects participation in cheerleading, athletics, student council, quiz bowl, and any other extra-curricular activity offered by St. Peter's Middle School.

Sports

St. Peter's Middle School sponsors an interscholastic competitive program following MSHSAA guidelines for 7th and 8th grade soccer, basketball, volleyball, football, track and cheerleading. Students may go out for these sports if they can present proof of health insurance, a satisfactory physical examination report, and an eligible academic record.

SCHOOL SAFETY

Insubordination/Disrespect

Students will behave in a respectful manner toward teachers, staff, and fellow students. Examples of disrespectful behavior include, but are not limited to, walking away, talking back, rude behavior, spitting, challenging authority, raising voices. Insubordination of students will not be tolerated. Example of insubordination include, but are not limited to, failure to comply, refusal to work as directed, refusal to report for detention when scheduled.

Profanity / Obscenity

Students will refrain from the use of language, gestures, or conduct that is vulgar, profane, obscene, abusive, or disruptive to the learning process. Possession of offensive materials, such as nude photographs or pornography will not be tolerated,

Alcohol, Drugs, Intoxicants, Tobacco

The use or possession of alcohol, drugs, intoxicants, or tobacco is prohibited on school grounds and at all school activities. Since these activities are also of an illegal nature, parents and police authorities will be notified of any school occurrence involving these substances.

All prescription medications must be left in the school office and may not remain with a student during the school day.

Bullying / Harassment

Bullying or harassment in any form (verbal, written, physically violent or sexual harassment), seriously or in jest, will not be tolerated. Acts of bullying or harassment will receive immediate appropriate disciplinary action.

Any act of violence against faculty, staff, fellow students, or against oneself (whether in person, in writing, or in an online environment) will immediately receive appropriate disciplinary action.

Because of the possibility of serious danger to students, parents, staff, and facilities, students may not throw snowballs at any time or any place, whether on or near school property.

Firearms / Dangerous Weapons

Possession of firearms, weapons, or fireworks on school grounds (including look-alikes) is prohibited. Any deviation from this policy will result in notification of local police authorities and parents.

Fireworks / Laser Pointers

Fireworks and laser pointers are prohibited due to their potential to harm or cause injury to people, and/or disruption to the educational process.

Gross Misbehavior

Gross misbehavior is defined as deliberate, malicious, or willful conduct that is detrimental to the function of St. Peter's Catholic mission and Christian education program. This includes public conduct that reflects negatively upon the school, its community, and its programs. Activities of this nature are forbidden.

Fire, Tornado, Emergency Drills

Regular drills are conducted at the discretion of the school staff. Students are instructed at the beginning of the school year as to the procedures for each drill. Exit routes are posted in all classrooms. Student silence during drills is required to ensure the safety of the student body, faculty, and staff.

Crisis Management

In event of a crisis which causes evacuation of the school buildings for a period of time, students will be taken to St. Peter's Church basement. Parents will be contacted as necessary.

Asbestos Notification

In compliance with the Asbestos Hazard Emergency Act of 1986, our facilities have been inspected by a certified asbestos inspector and a management plan has been developed by the diocese. Copies of these plans are available for your inspection at each school office.

Mandated Reporting

St. Peter's Middle School abides by the state Child Protection and Reformation Act (RSMO 210). This requires that school personnel having reasonable cause to believe that a child known to them in their professional capacity may be an abused or neglected child must report to the Missouri Department of Family Services.

St. Peter's Middle School complies with the Diocese of Springfield-Cape Girardeau Safe Environment Policy. Each employee who works in the school building, and volunteers who have regular contact with children, have undergone a background screening process through the diocese. They have also attended the *Virtus Protecting God's Children*® adult awareness training. The students (grades Kindergarten through 12th) receive two lessons each academic year using the *Virtus Touching Safety Program*®. Parents may be given the *Virtus Teaching Touching Safety*® booklet and periodic child safety information. Parents may view the child safety curriculum by contacting the school office.

Principal's Right to Amend the Handbook

This handbook cannot possibly cover all situations which may arise. Decisions or revisions will be made at the discretion of the proper authorities. Parents will be given notification of changes that are made.