

**HANDBOOK REVISIONS**  
**EFFECTIVE SEPTEMBER 18, 2013**

**C. ACADEMIC AND CO-CURRICULAR ACTIVITIES**

**AFTER SCHOOL SPORTS**

The following eligibility standards are to be met:

- a. Students are to maintain a “G” in Effort and Behavior in all classes.
- b. Students must maintain an average of 80% in all subjects with no grade lower than a 75% in any subject.
- c. Attitudes of cooperation, courtesy, and good sportsmanship are consistently displayed both in school and at team activities.
- d. Eligibility to participate will be determined when progress reports or report cards are issued. Student will remain off the team until all eligibility requirements are met. This includes both games and practices.

**E. DISCIPLINE**

Discipline issues are rare at Our Lady of Lourdes School. We know that with the enforcement of this policy along with the support of our school families that this will further assist us in keeping OLL students on the road to academic, emotional, and spiritual success.

**DETENTION POLICY**

Should a student in grades 2-8 receive a combination of three referrals or five tardies in a trimester, a detention will be issued. Referrals are issued to students for poor conduct/behavior, missing assignment/homework, and uniform code violations. The faculty and staff reserve the right to issue an immediate detention dependent upon the severity of the action in question.

Kindergraten and 1<sup>st</sup> grade classrooms follow through with more age appropriate consequences.

Detentions are to be held every Tuesday from 3:15-3:45pm. Detentions for grades 2-5 will be in a designated classroom on the main campus. Detentions for grades 6-8 will be held in the computer lab.

The student must attend the detention assignment. Failure to do so will result in an additional detention and a Parent/Teacher conference. Extracurricular activities are not exception for missing a detention. Should a student receive a detention, he/she will lose points in their behavior grade.

## GRADES K-8 UNIFORM POLICY:

The OLL uniform policy is a sign of our community of faith. Therefore, we ask parents to be sure their children are in proper uniform each day. At the beginning of the school year, all parents are asked to sign a commitment to support the school policies. This indicates their acceptance to comply with the dress code.

All students must purchase their uniform from Modella Uniforms in La Crescenta or Pasadena. Any item worn or brought to school that does not conform to the uniform code will be confiscated and returned to the parent. Parents are asked to send a note to the teacher when a child must wear something other than a proper uniform on an emergency basis. Blue jeans or denim pants, jean/denim overalls, T-shirts or jean/denim skirts are **not allowed** for emergency clothing.

The dress code policy will be enforced without discrimination or favoritism to any particular child or grade. If you choose to send your child to OLL, you are responsible for their compliance with the written dress code. School Administration and the Principal have the final authority of all dress code disputes. The Principal may make changes to the dress code, if necessary, during the school year by sending out a written notification to be signed by both students and parents.

There is a **two week period** allowed to replace school items that are missing.

Any infraction of these dress codes will result in the parents being called to bring the child's official uniform. In addition, the student will lose privileges for the next specified alternative dress day.

### UNIFORM CODE FOR BOTH BOYS AND GIRLS

**Athletic Shoes:** Sturdy athletic shoes with a supportive arch that are solid black, white, or a combination of the two. No grey or any other color (ie. red, blue, green) may be present on the shoe/sole/inner shoe. Laces are to be either black or white. No canvas and no Heelys. Shoes must be of proper size, laced and tied securely with an outside bow. "Skater- type," slip-on, zippered, strapped, lighted, with emblems or cartoon characters, Converse, high top or platform shoes are **NOT ALLOWED**.

**Cold Weather** – A white turtleneck or white round neck long sleeved shirt may be worn under the uniform shirt. Scarves and gloves **in school colors** only may be worn on cold days. **Decathlon Sweatshirts/8<sup>th</sup> Grade Sweatshirts** – may be worn in lieu of the school sweatshirt unless otherwise requested.

**Jackets:** Official MODELLEA UNIFORM navy light windbreaker with no lining or navy heavy coat option with OLL insignia.

**Sweaters:** Official MODELLEA UNIFORM navy sweater vest or cardigan sweater with OLL insignia.

**Sweatshirt:** Official MODELLEA UNIFORM sweatshirts with the O.L.L. insignia may be worn over the uniform polo shirt with the collar out.

**Belt:** A plain black or navy blue belt (buckled or sliding) will be worn at all times with shorts and pants and **must be visible**. The buckle will have no ornamentation nor be oversized. The end of the belt shall not exceed 3 inches from the clasp.

**Alternative Dress:** Alternative Dress Days will be given as rewards and specified by the Principal. Emphasis should be placed on good taste, neatness, cleanliness, and modesty. Blue or black jeans that are not faded, ripped, torn, or altered may be worn. Cargo shorts

(not baggy) are allowed. Girls may wear shorts of an appropriate length (not “short” shorts). Shirts with printing (i.e.: artwork, logos, or slogans) may be worn only if they do not conflict with the Christian spirit of the school. Clothing not allowed includes: deep V-neck tops, tank tops, tube tops, halter tops, spaghetti straps, bare midriffs, leggings, Spandex, see-through or equally body fitting material. The shirt is not allowed if the stomach shows when the student’s hands are raised.

**P.E. Uniform (K-8):** Official MODELLE UNIFORM navy nylon basketball type shorts with grey Lion’s pride T-shirt with navy print. Cold weather alternative for P.E. days - Modella Uniform sweatpants. The P.E. uniform can be worn all day on the classes P.E. day.

### UNIFORM CODE FOR BOYS

**Shirt:** Official MODELLE UNIFORM light blue or grey knit polo shirt with OLL insignia. Polo shirt must fit properly, not oversized, **and be tucked in at all times.** A white, short-sleeved, T-shirt may be worn underneath.

**Pants:** Official MODELLE UNIFORM navy pants. Pants should fit properly, at the natural waistline – not baggy or sagging. The cuff of the pants may not touch the ground nor be significantly bunched around the ankle.

**Shorts:** Official MODELLE UNIFORM navy walking shorts only (flat front). Worn at natural waistline and be at knee length.

**Socks:** When wearing shorts, plain white crew socks that are 2 inches above the shoe line are to be worn. When wearing pants, boys may wear white or navy socks. Navy socks are only allowed when boys are wearing pants.

**Hair Style:** Hair must be its natural color. No outrageous or flamboyant hairstyle that is distracting to teachers or other students. Haircuts must expose most of the ear, not touch the collar or fall below eyebrows. Flat top and crew cut hairstyles may not be longer than one inch on the top and must be even. No shorter than a three guard should be used. No excessive use of gel. Mohawks, spiky, clumped or twisted cones are not allowed. Boys must be clean-shaven.

**Jewelry** – One religious necklace, one plain time piece. No wallet chains attached to clothing. No body piercings allowed.

### UNIFORM CODE FOR GIRLS

**Jumper (Grades K -2):** Official MODELLE UNIFORM plaid jumper worn no shorter than three inches above the knee when kneeling.

**Skort/Skirt: (Grades 3-8):** Official MODELLE UNIFORM plaid skort/skirt worn no shorter than three inches above the knee cap when standing up straight.

**Shirt:** Official MODELLE UNIFORM white or navy short-sleeved knit polo shirt with OLL insignia. Polo shirt must fit properly, not oversized or too tight, and be tucked in at all times. Girls in Grades 3 – 8 have the option of wearing an official MODELLE UNIFORM white overblouse which has a **bottom banding.** (worn untucked)

**Shorts:** Official MODELLE UNIFORM navy walking shorts only (flat front). Worn at natural waistline and be at knee length.

**Pants:** Official MODELLE UNIFORM navy pants (flat front). Pants should fit properly, at the natural waistline – not baggy or sagging. The cuff of the pants may not touch the ground nor be significantly bunched around the ankle.

**Socks:** When wearing shorts/skorts/skirts, plain white crew socks that are 2 inches above the shoe line or white knee socks are to be worn. Girls may wear white or navy blue tights with socks on cold days. When wearing pants, girls may wear white or navy socks. Navy socks are only allowed when girls are wearing pants.

**Hair Style:** Hair must be its natural color. No outrageous or flamboyant hairstyle that is distracting to teachers or other students. Hair may not fall below eyebrows. Hair accessories must be **simple** hair clips, ribbons, ties, scrunchies, and headbands in **school colors only**.

**Make-Up:** No make-up is allowed. No colored or flavored chap stick. No lip gloss at all. No long, false, or acrylic fingernails are allowed. No nail polish may be worn. No French tipped nails.

**Jewelry** – One religious necklace, one plain time piece are allowed. One pair of post earrings solid colored gem stones or gold or silver **ONLY**. No dangling, hoop or oversized allowed.

### **FORMAL UNIFORM/MASS DAY UNIFORM:**

#### **Boys (Grades K-2):**

**Shirt:** Official MODELLE UNIFORM light blue polo shirt OR white button down shirt with tie.

**Pants:** Official MODELLE UNIFORM navy long pants (flat front).

#### **Boys (Grades 3-8):**

**Shirt:** Official MODELLE UNIFORM white button down long or short sleeve shirt.

**Pants:** Official MODELLE UNIFORM navy long pants (flat front).

**Tie:** Official MODELLE UNIFORM long navy tie.

#### **Girls (Grades: K-2):**

**Jumper:** Official MODELLE UNIFORM plaid jumper worn no shorter than three inches above the knee cap when standing up straight.

**Shirt:** Official MODELLE UNIFORM white short-sleeved knit polo shirt with OLL insignia.

#### **Girls: (Grades 3- 8):**

**Shirt:** Official MODELLE UNIFORM white button down long or short sleeve shirt.

White blouse, short sleeved, with pointed collar and bottom band to be worn (untucked).

**Skort/Skirt:** Official MODELLE UNIFORM plaid skort/skirt worn no shorter than three inches above the knee cap when standing up straight.

**Tie:** Official MODELLE UNIFORM navy cross tie.

### **SPECIAL OCCASION/DRESSY DRESS:**

#### **Dressy Dress (special event days)**

Girls will wear properly fitting dresses, dressy slacks, or skirts with no slits. Solid colored jean skirts are allowed. Not allowed are: mini-skirts, form fitting/tight material, halters, tank tops, deep V-neck tops, spaghetti straps, tube tops or bare midriffs. Boys will wear properly fitting dressy slacks with appropriately sized, collared shirts. No T-shirts.

**Shoes:** Only athletic shoes are allowed on Alternative or Dressy Dress Days.