



Memo from the Associate Principal

Dear Edgewood Parents/Guardians:

I would like to extend a warm welcome to all new and returning Edgewood students and families. A lot is going on in the Edgewood school building in preparation for an exciting upcoming school year. Below is a snapshot of frequently asked questions parents/guardians have when preparing to send their child(ren) back to school.

Misuse of Social Media/Bullying/Use of Racial or Gender Slurs/Intentional Social Exclusion: Our responsibility as educators is to both teach and provide our students with the skills necessary to correct these behaviors in a way that will abide by school rules, social norms and expectations. We ask our students and parents/guardians to report immediately any unacceptable behavior to Student Services or Administration. Students are able to access EHS's Anonymous Alert (via the EHS website) to report sensitive information to school officials; including information regarding student safety, bullying, violence, drug/alcohol use, or students who may be in need of assistance. Reports submitted here will be received by the Associate Principal's Office. As a community, we are asking students and parents/guardians to monitor and help correct any inappropriate behavior as we work together in partnership to uphold the mission and values of Edgewood High School.

Students and families will be asked to review the EHS Handbook. During the first weeks of the school year faculty will work with the student body to review each section of the handbook, facilitated in a way that students may ask clarifying questions and receive a clear understanding of what behaviors are expected of an Edgewood student. A handbook acknowledgement process will be introduced to our study body this year. This process will confirm that time has been taken by each student to fully understand all the material included in our school handbook.

Dress Code: This year the expectation is that the dress code will be honored by all students and we will need the continued support of parent/guardian(s) to ensure that the dress code is respected daily by their children. The dress code can be a challenge for students, parents/guardians, faculty and staff alike. This year we are going to work very hard to put the responsibility of adhering to the Edgewood dress code on the student body. We expect our students to dress in a manner appropriate for a Catholic school at all times. The Edgewood dress code is not gender specific. Any top that is too tight, displays cleavage, or allows for the stomach and/or back to be seen is inappropriate for school. All underclothing must be covered. Students may wear SOLID colored, plain yoga pants, joggers, sweatpants or leggings; no mesh or webbing. The student dress code will be monitored and evaluated at the end of each quarter. On school Dress-up Days (liturgy and other special days) students must adhere to the Dress-Up guidelines as outlined in the *2022-2023 Student Handbook and Planner*. Any student not adhering to the dress code on any day will need to have a parent/guardian bring a change of clothes to school before being allowed to return to classes. Students will not be allowed to leave campus to obtain clothing that adheres to the dress code. A helpful tip to avoid a frustrating situation is to have your child bring one pair of dress clothes to keep in their locker in the case of a clothing mishap or forgetting a Dress-Up Day. We do understand mistakes happen but this has been a helpful solution for students to solve a mistake on their own with prior planning.

Attendance: Please review the attendance criteria in the *2022-2023 Student Handbook and Planner*. We require when your child is absent, you contact attendance **by 9:00 a.m.** to excuse your child from school. When attending a doctor's appointment, please request a note from the doctor confirming the appointment. Students will initially be marked absent from the class; when a doctor's note is returned to school the absence will be changed to an excused doctor's appointment. This will help Student Services and teachers monitor absences accurately.

In order to gain the most from education, it is imperative that students attend classes at all times. Students' active participation in class discussion, learning from other students' input and questions, and comprehension of all classroom information presented cannot be replaced simply by getting notes from another student and making up work when one is absent. In keeping with the mission of our school, Edgewood High School has a school-wide attendance policy, and in accordance with state law, requires all students to attend school full-time, (7.0 credits per semester minimum for all students). All students must attend 75% of classes per quarter in order to obtain credit.

EHS is a Closed Campus: No student is able to leave the building at any time without permission from a parent/guardian. Should your child become ill during the school day, they must report to Student Services. All students must check out with attendance before leaving the building and check back in immediately upon returning. **(There needs to be a note or phone call from a parent/guardian accompanying any such request. Emails are not considered a secure form of communication.)** Students who are off campus will receive a 1 day out-of-school suspension. Being off campus without permission is a very serious, but rare issue at our school. Your child's safety is of utmost concern to us.

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Late Arrival/Early Dismissal: The school doors will be open at **7:35 am**, Monday through Friday. While the commons is under construction we will be asking students to report directly to their Mod 1 class when they arrive at school. On Wednesdays, when we have a late start, any student needing to arrive early (after 7:35 am and before 8:45 am) will be asked to report to Room 218/219 for a silent study hall. Students needing to wait for a parent after school can do so in the Library or in room 218/219 until 4:30 pm.

We will continue to offer Late Arrival and Early Dismissal privileges for those Junior and Senior students that qualify. Look for more information in an email from the Student Services department regarding this process, including the application and qualifications needed.

Cell Phones/Electronic Devices: Students will be able to access their electronic devices (Chromebooks and personal devices) in the Commons and throughout the building, including hallways. All teachers will give individual classroom instructions to students regarding when it is appropriate to use Chromebooks or personal devices during classroom instruction. This includes cell phones. See the "Technology Acceptable Use Policy" in the *2022-2023 Student Handbook and Planner* for details.

On-campus Parking: On-campus parking is a privilege, and is restricted to the Commons parking lot. Students are allowed to park on the city streets in the vicinity of campus if they do not have a parking permit. Students are encouraged to bicycle, carpool, use public transportation (Metro Bus tickets are for sale in the Business Office,) or be dropped off at school to help alleviate the traffic and parking pressures. All students who will be offered a parking permit must have a valid driver's license and be in good disciplinary standing. Seniors who have a minimum of 70 service hours and Juniors who have a minimum of 40 service hours will be offered a parking permit at the beginning of the school year. A lottery system will be held for all Sophomores who have a license and have indicated their interest in obtaining a parking permit through on-line registration. We will maximize our parking spaces but please know that each year the number of parking requests vary and the process will take a few weeks to assess our parking needs and available permits.

For a complete explanation of school rules and processes please refer to the *2022-2023 Student Handbook and Planner*.

Please feel free to contact me if I can be of any assistance to you. I am more than happy to speak with you should you have any questions or comments about anything pertaining to your child's education. Enjoy the remainder of summer! I cannot wait to have our students back in the building for daily contact and fun!

Sincerely,

Shannon McDonough
Associate Principal