

August 2016

Dear Middle School Students and Parents,

Welcome to a new year at Old Mission School. This is a year you will discover much more about yourself and your potential. It will be a time we will invite you to consider the kind of person you would like to become. The challenges in middle school are unique, but so are the opportunities.

The **Middle School Handbook** is an accompaniment to your Parent/Student Handbook. It serves as a summary guide to the academic programs offered to you and the requirements related to our middle school program. Old Mission School provides students with a challenging array of core subjects as well as a variety of enrichment and elective classes. Religious studies, prayer and worship, community building and service to others provide the cornerstone of the program. Our aim is to offer our students a deeper knowledge of what it means to be a Christian, and an understanding of our tradition, our role in the modern world, and our personal journey into a relationship with God.

In addition to a strong academic curriculum, we offer a diverse athletic program and a series of social activities appropriate for middle school and aimed at healthy emotional and social development. I am especially proud of the service program. It will make service both meaningful and on-going throughout the year.

If you have any questions about our program or policies in middle school, please contact your student's classroom teacher or advisor. An intrinsic characteristic of our middle school is the importance of maintaining an active home and school partnership. Therefore, we strongly encourage you to communicate with the OMS staff during office hours, or leave them an email or a voicemail, whenever you have a concern. Please never contact staff members at home.

Please read this handbook carefully and retain it for reference purposes. Please accept our prayers and best wishes for an enjoyable and productive year at Old Mission School.

With warmest wishes,

Tina Ballantyne
Principal

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Mission Statement

The Old Mission Catholic School community is dedicated to the development of socially responsible citizens for the twenty-first century who are spiritually empowered, academically enriched, and morally accountable for their actions.

School Philosophy

The philosophy of Old Mission School focuses on working cooperatively to develop three ideals: 1) spirituality; 2) academic excellence; and 3) integrity. Recognizing parents as primary educators, we work cooperatively within the Mission Parish to achieve an innovative and disciplined school environment. While emphasizing core curriculum, we encourage discovery, challenge, high academic standards, and service to others.

We strive to model for one another Christ-centered integrity, becoming spiritually enriched for encounters with the Living Christ. Each child has a right and responsibility to develop his or her full potential as a child of God - spiritually, intellectually, socially, emotionally, and physically.

We embrace and support the following attributes of Catholic education:

The Catholic school affords a particularly favorable setting for catechesis with its daily opportunity for proclaiming and living the gospel message; for learning and appreciating the teachings of the Catholic Church; for acquiring a deep understanding, reverence, and love of the Liturgy; for building community; for prayer; for proper formation of conscience; for the development of virtue; and for participating in Christian service. In addition, Catholic schools strive to relate all of the sciences to salvation and sanctification. Students are shown how Jesus illuminates all of life – science, mathematics, history, business, biology, and so forth.

United States Conference of Catholic Bishops
Washington D.C., 2005

Accreditation

Old Mission School is fully accredited by the Western Association of Schools and Colleges (WASC) and the Western Catholic Educational Association (WCEA).



Old Mission School

Grade Level Course Requirements Grade 6

Religious Studies	5 periods per week
General Mathematics	5 periods per week
English Grammar/Spelling/Vocabulary	5 periods per week
Reading/Composition	5 periods per week
Social Studies	5 periods per week
Science	5 periods per week
Physical Education	2 periods per week
Music	1 period per week
Computers	1 period per week
Art	1 period per week

Mathematics Placement Criteria

In order to facilitate the learning process, students may be grouped within grade levels in an effort to balance their math skills and learning modalities, or the class may have co-teachersrk with the whole class group. Standardized test scores, previous math grades, samples of student work, and team recommendations are used in determining placement when grouping occurs.

Grade Level Course Requirements Grades 7 and 8

<u>Subject</u>	<u>Grade</u>	<u>Credits</u>
Religious Education		
Religious Studies	7	5
Religious Studies	8	5
Mathematics		
Grade 7 Math/Accelerated	7	5
Grade 8 Math/Accelerated	8	5
English		
Grammar	7	5
Grammar	8	2
Literature/Composition	7	3/2
Literature/Composition	8	3/2
Science		
Earth Science	6	5
Life Science	7	5
Physical Science	8	5
Social Studies		
World History	7	5
United States History/ Government	8	5
Foreign Language		
Spanish 1	8	3
Physical Education		
	7	3
	8	3
Enrichment Courses		
	7	2
	8	2
Community Service		
	7	5
	8	5

* Transfer students from public schools may receive credit for courses taken in lieu of Old Mission School's religious studies requirement.

Middle School Bell Schedule

Normal Day

All School Assembly 8:15

1st period 8:30-9:15

2nd period 9:16-10:00

3rd period 10:00-10:45

gr 6-8 recess 10:45-11:00

4th period 11:05-11:50

5th period 11:51-12:35

6th period 12:37-1:20

7th period 1:22-2:05 (6-8 lunch + recess)

8th period 2:08-3:00

Mass Wednesdays

Mass or SQUIRT* 8:00 - 8:45

1st period 8:50-9:30

2nd period 9:31-10:10

3rd period 10:11-10:50

gr 6-8 recess 10:51-11:10

4th period 11:11-11:50

5th period 11:51-12:30

6th period 12:31-1:10

7th period 1:11-1:50 (lunch)

8th period 1:51-2:30

*Students not attending Mass participate in a supervised, quiet religion study time.

Minimum Day

All School Assembly 8:15

1st period 8:30-9:03

2nd period 9:04-9:36

3rd period 9:37-10:07

Long Passing/break 10:08-10:28

4th 10:30-11:03

5th 11:05-11:38

6th 11:40-12:13

Long Passing/ break 12:15-12:30

8th period 12:30-1:00

Middle School Dismissal 1:00

Academic Policies and Information

Academic Awards

Students at Old Mission School are involved in the pursuit of academic excellence and the development of their full spiritual, intellectual, emotional, and physical potential. At the end of each year, the school will recognize those middle school students who have demonstrated superior work by giving them the following awards: Valedictorian, Salutatorian Circle, Principal's Medallion, Bea Jeong Service Award, Bobbie Markoff, Julia Morris, Catholic Daughters, Deedle Witcher Art Award, Mission Booster Scholarships, and Christian Spirit Awards in grade eight; General Excellence in grades six and seven; Christian Spirit, Principal's Honor Roll, and Subject Awards in grades six, seven, and eight.

ValedictorianThe Valedictory Award is given at promotion to the eighth-grade student who has attended OMS for both 7th and 8th grades, and has earned the highest overall grade point average with no "unsatisfactory" in conduct or in any individual class during the first five trimesters of the seventh and eighth-grade years at Old Mission School. To be honored as valedictorian rather than the salutatorian circle, the student must also be willing to accept the privilege of addressing the promoting class during the commencement exercises. This comes with a monetary award.

Salutatorian Circle- The Salutatorian Circle will include the eighth-grade students earning at least a 3.8 GPA average with no "unsatisfactory" in conduct or in any class for the first five trimesters of grades 7 and 8, from any school attended. One member of the circle will be randomly chosen to deliver a welcoming address at promotion ceremonies and represent all students in the Salutatorian Circle.

Academic Improvement Award - This award is given to two students per grade level who do not qualify for subject or General Excellence awards, but whose GPA from trimester one to trimester three shows the most significant improvement. We are proud of their commitment to personal excellence.

Bea Jeong Spirit of Service Award - The word "benefactor" means literally "making good." Bea Jeong's generosity and spirit of giving to Old Mission School is boundless. Thanks to her kindness and commitment to our school, our new Annex was paid for and completed. This award will be presented annually to one student whose generosity of spirit, whose commitment to making the world a better place, and whose tireless efforts to improve OMS exemplify that of our benefactor, Bea Jeong.

Bobbie Markoff Memorial Award- This award, given in honor and memory of Mrs. Bobbie Markoff, a secretary at Mission for many years, is given to an eighth-grade student who models kindness, school spirit, friendliness, respect for others, and hard work. This comes with a monetary award.

Julia Morris Memorial Award- This award, given in honor and memory of Mrs. Julia Morris, a volunteer at Mission for many years, is given to the eighth-grade student who most exemplifies the “spirit of volunteerism” in and outside of school. This comes with a monetary award.

General Excellence- Students in grades six and seven who demonstrate the following attributes will be considered for the general excellence award: outstanding effort and conduct, demonstrated leadership skill, positive school attitude, superior academic performance, high level of classroom/school spirit, high level of initiative, and good self control. (The Valedictorian, Salutatorian Circle, Bobbie Markoff, and Julia Morris Memorial Awards are given to eighth-grade students in lieu of the General Excellence Award).

Christian Spirit- Students in grades six through 8 who demonstrate the following attributes will be considered for the Christian Service Award: a conscientious decision to try to live out Jesus’s invitation to love our neighbors as ourselves, an openness to God working in our lives, a respect for others, attendance at and participation in liturgical celebrations, a demonstrated knowledge and understanding of Jesus’s law of love and compassion, and involvement in service

Catholic Daughters of the Americas - Each year the Catholic Daughters of the Americas gives an award to two eighth-grade students (m/f) who have shown the most inspirational growth during the grades 7 and 8. The award goes to two students who have displayed effort and dedication in schoolwork and attitude. This comes with a monetary award.

Principal’s Medallion/Principal’s Honor Roll- Students who achieve a cumulative 3.75 grade point average (no “unsatisfactory”) at the end of the academic year will be eligible for the Principal’s Medallion (gr.8) or Principal’s Honor Roll (gr. 6/7). The following core subjects will be used to determine honor roll eligibility: religion, math, English grammar, English composition and literature, social studies, science, and Spanish.

Scholar Athlete Award- This award is given to eighth-grade students who participate in a school sport and maintain a GPA average of 3.5 or higher for the first two trimesters of the year. These awards will be presented with subject awards during the last week of classes.

The Deedle Whitcher Potential in the Arts Award. As we know, art feeds the soul. This award honors a student who has the interest, the perseverance, and the potential to develop as an artist in the future. Potential and possibility might have been shown in art, photography, or musical experiences in the middle school. This comes with a monetary award.

The Mission Schools Booster Club Service Scholarship honors one male and one female scholar-athlete who will be attending MCP this fall. The students chosen for this award have attended Old Mission School for at least two years, and have participated in the school's sports program each of those years. They have a cumulative GPA of 3.0 or higher, and they have demonstrated a record of service, deportment, and leadership. They are calm under pressure, have a healthy sense of humor, and are unpretentious. They honor commitments and show interest and concern for others. They are family-oriented, they take responsibility for their actions, and they are both humble winners and dignified losers. They are examples of scholarship, athletics, and service. This comes with a monetary award.

Subject Awards- These awards will be given to students who demonstrate superior achievement and/or show exceptional improvement in a subject area. They have exceptional behavior in class. They have a thirst for knowledge in a subject area, they go the extra mile, they are careful about details, and they are rarely absent or late. Awards are given in each section of the core subjects. The middle school teachers will present these awards during the last week of classes.

Academic Probation

If a student's cumulative grade point average falls below 2.0 for any grading period or s/he receives an *F* or an unsatisfactory in any core subject area, s/he will be placed on academic probation. Grades from the following core subjects will be used to compute the grade point average: religion, math, grammar, spelling, literature/reading, composition, social studies, science, and Spanish (grades seven and eight only). Students on academic probation will remain on probation until the next report card is issued (including third trimester to first trimester of a new academic year). At that time, students who have raised their grade point average (2.0 or higher) will be removed from academic probation. Otherwise, they will remain on probation and may be asked to enroll in special remediation programs. If satisfactory progress is not achieved and maintained, students may not be promoted at the end of the school year or documentation of remediation during summer months may be required. See also Remediation.

Academic Progress Reports

Academic progress reports will be issued/emailed during the seventh week of each trimester for any student receiving a grade of *C-* or below in any subject. Progress reports may also be issued more frequently if requested by parents. request.

Academically Talented Students

Old Mission School offers the opportunity for academically talented students in grades six through eight to participate in qualitatively different classroom projects. These projects will attempt to challenge and fulfill the needs of students identified as particularly advanced in a subject area.

Activity/Athletic Eligibility

Any student who wishes to participate in sports or other school-sponsored extra-curricular activities must maintain a minimum 2.0 grade point average (with no *F* or unsatisfactory in any core subject) each trimester, and be in good academic standing in all courses throughout the entire period of the extra-curricular activity. Students who fail to meet this minimum standard will be ineligible for participation in the activities noted above. School personnel will compile grades for all students during the sixth week and at the end of each trimester to determine if students qualify to begin an activity. If a student's grades meet the minimum standard, s/he will be eligible as long as s/he remains in good standing in all core subjects. Grades at the end of a trimester (including third trimester to first trimester of a new academic year) will be used in determining eligibility. Students who wish to run for ASB president or vice president must have maintained a 3.0 grade point average (with no *F* or unsatisfactory in any subject) the previous academic year. Students who wish to run for any other ASB position may have no *F* or unsatisfactory in any subject or in campus conduct the previous academic year. All candidates must meet acceptable attendance requirements. Students **must attend the entire day of classes** to be eligible to participate in any extra-curricular athletics or activities. Exceptions are rare and must be made by the principal.

Attendance

If students are absent from school ten or more days during any academic trimester, they may receive **incompletes (INCs)** in lieu of letter grades on their report cards for that grading period. These **INCs** must be made up within two weeks of receiving a report card. Any student who misses forty or more days of school during any academic year may be retained in his/her current grade for an additional year. At OMS, we believe that attendance in school is essential to any student's success. A participation grade will comprise ten percent of each student's grade in every subject, and it includes points for attendance, materials, and good behavior. No assignments will be given prior to any absence. In extraordinary circumstances, arrangements will be made with the administration. Please consult the Family Handbook for attendance policies.

Diocesan Grading Scale

The following grading scale has been adopted and is used at Old Mission School:

A	97-100	B	86-89	C	74-78	D	65-67
A-	94-96	B-	83-85	C-	70-73	D-	63-64
B+	90-93	C+	79-82	D+	68-69	F	0-62

Homework

Middle school students will have an average of two hours of homework that will be assigned a minimum of four nights per week. Parental cooperation is expected in maintaining and supervising the nightly quiet study time. If students do not have written work, they should still develop the habit of using their quiet time to preview and review in each subject area or work on long-term assignments. Weekend homework will be given for the purpose of making up work missed through absence or poor effort, for mastery of work covered through the week, or for certain long-term assignments. A student who has been absent will have one day for each day missed (up to a maximum of one week) to make up missing assignments. **It is very important that students returning to school after an absence check in with each teacher on the day they return to school if they hope to earn full credit for missed classwork or assignments.** Students present in school when an assignment is given should have that assignment in hand upon their return.

Liturgical Participation

Throughout the school year, students will be introduced to and will participate in various liturgical celebrations and paraliturgical activities (for example, Mass, reconciliation services, retreats, Mary's assembly, scripture services, and prayer sessions). Students who are not Catholic are expected to attend respectfully liturgical and other religious celebrations as a part of their education at Old Mission School; however, their active participation is always optional.

Trimester Honor Rolls

A student who earns a 3.25-3.49 grade point average at the end of the trimester will be eligible for Second Honors; 3.5-3.74 is eligible for First Honors; and 3.75 or higher is eligible for Principal's Honor Roll. The following core subjects will be used to determine honor roll eligibility: religion, math, English grammar and spelling, English literature and composition, social studies, science, and Spanish with no *F* or unsatisfactory in any subject or in conduct.

Remediation: On a Roll and After School Study Help

Mission School endeavors to meet the needs of all its students. Therefore, students having difficulty in particular subject areas will receive additional assistance from classroom teachers if they are attending to their schoolwork. Students with special needs may be referred for professional diagnostic evaluation. Prompt parental cooperation with this referral is both expected and appreciated.

Students who are struggling in a class or missing homework will be assigned to a supervised lunchtime **On a Roll** study period. This is mandatory and is provided to help students come back to good standing in their studies. Additionally, classroom teachers are generally available

one-half hour after school, every day except Wednesdays, for one-to-one or small group tutoring. Students on Academic Probation are required to take advantage of this additional instructional help. If needed, students may also request for help before school. Student success is our top priority.

Report Cards

Students receive report cards each academic trimester. At the end of the first and second trimesters, report cards may be distributed to middle school students prior to student-parent-teacher conferences to give parents and students an opportunity to discuss the reports before meeting with the teachers.

Campus Conduct and Personal Responsibility Marks

Campus Conduct and Personal Responsibility marks are determined each trimester. Campus Conduct marks reflect a student's cumulative disciplinary actions, playground infractions, and behavior that is deemed disrespectful to either adults or other students. Personal responsibility marks include lost and found items that go unclaimed within the week, a pattern of being unprepared for class and locker infractions, passing to and from the annex, and dress code infractions. High schools are quick to notice campus conduct and personal responsibility marks since they often indicate whether a student is responsible for him/herself and exhibits respectful behavior.

Retention/Promotion of Students

If students consistently perform unsatisfactory work, they will be subject to one of the following actions:

1. They may be retained in sixth, seventh, or eighth grade for an additional year; or
2. They may be promoted conditionally. Under this circumstance, the student must enroll in and complete a program of remediation during the summer months. Students must receive a grade of *C* or better in a summer school program. Students may not be issued diplomas or final grades from Old Mission School and/or may not be accepted back to OMS until the school receives documentation verifying satisfactory completion of a summer school program

Roundtable Conferences

During the middle school years, student-parent-teacher conferences are conducted in a roundtable format that gives the parents **and the student** the opportunity to meet with as many of their child's teachers as possible. During the year, teachers, parents, or students may request roundtable meetings. The presence of the student is required except in special circumstances.

Testing

The Diocese of Monterey is implementing a new testing protocol beginning in the 2016-2017 school year. This protocol is called Renaissance or STAR testing. These are computerized, adaptive tests which students will take three times per year in reading and math. Results from these tests will be shared with parents and students are highly motivated to improve their results from one testing window to another: October, January, and May.

Textbooks

Students in grades six, seven and eight will purchase their textbooks and will take responsibility for their proper care. Textbooks may be resold to members of next year's class or to www.mbsdirect.net. Students are asked not to write in/draw on any textbook. Sixth grade students purchase a Social Studies text which they will use for two years

Service Project Information

As a further expression of our mission statement to “model for one another Christ-centered integrity, becoming spiritually enriched for encounters with the Living Christ,” tudents at Old Mission School are required to complete twenty hours of service during each of their seventh and eighth-grade years. These must be student-initiated, community-oriented volunteer hours; students may not receive payment for their service; and students are to provide this pre-approved and documented service to non-profit organizations. We request direct service whenever possible. Service hours are signed off by a supervisor (not a parent) at the place of service. A schedule of completion dates and a detailed explanation of procedures will be supplied to the students during the first weeks of the school year, and each student will be assigned a service advisor at school. Please take special note of these procedures since they have been restructured to provide even more effective service to our local community.

Middle School Work Standards

As a student at Old Mission School, you are expected to take pride in your work and to strive for high standards of quality in all areas of your school work. The following guidelines are designed to assist you in attaining these goals.

1. You are responsible for a moderate amount of both written homework and at-home reading assignments that will be given on a regular basis.
2. Homework will be checked daily in each subject area. If an assignment is late or not completed according to school standards, you and your teacher will discuss this issue. If this happens a second time, you will be required to report for On a Roll during that day's lunch period. We may also notify yourparents for assistance. A third time may result in a required after-school study hall.

3. Each student in grades six, seven, and eight is required to have in each class and to use the school's grade level planner on a daily basis. Assignments in each class are to be carefully written in your planner. Parents are strongly encouraged to make checking their child's planner a regular evening occurrence. Students who WRITE assignments down are more likely to commit to completing those assignments and this is an important tool for school-student-parent communication. Teachers will also note assignments briefly via Twitter, and beginning this year, Google Classroom assignments will also be expected. Be careful when writing assignments and recheck for accuracy.

4. After school, check your schedule and allow enough time for your work. Have a study area away from distractions, a place you know you can produce quality work.

5. Unless special directions are given for a particular assignment, please observe these standards in presenting your written work:

a. Put your heading in the upper right-hand corner of your paper in this format:

Full Name and number

Date

Subject

On the first line center, describe the assignment.

b. To earn full credit, paper must be standard-sized, college-ruled binder paper, **never** torn from a spiral notebook. Math must be completed on graph paper unless otherwise directed by the teacher.

c. Math is to be done in pencil; all other written work is to be done entirely in blue or black ink unless special instructions are given.

d. All math computation is to be shown and answers neatly listed in an answer column. Use a ruler to make the column.

e. All erasures are to be done neatly.

f. Avoid crossing work out. On the *rare occasion* when crossing out might be appropriate, do so with one neat line. No more than two cross outs on a page.

g. Proofread all your work! It must be neat and easily legible, accurate, and professional.

h. Papers which are torn, wrinkled, on which doodles have been drawn, or are not neat or legible cannot be accepted. As a consequence, the work will be considered late when it is redone. In addition, several points are taken off for spelling and/or grammar errors.

6. When you finish an assignment, recheck your assignment book to be sure you have

completely followed directions. Have the phone numbers of a few "homework buddies" in case of emergency. *After an absence, be sure to check with each of your teachers on the day of your return. You have one day to make up the work for full credit. Some teachers may allow late work for half-credit, but usually only for a few days.*

7. You are encouraged to share your work with a parent or guardian. Parents are usually happy to proof-read with you.

8. Put all homework in a safe place (binder, pocket folder) so it arrives safely, neatly, and on

time to school.

9. If an **emergency** arises and you are unable to complete a written (or other) assignment, ask your parent or guardian to write a note explaining the situation. Perhaps a make-up procedure may be arranged. **Remember:** Make-up work must be done immediately to receive credit.

10. You are responsible to have all your books and materials with you at school and in class. The school will not be delivering materials brought by a family member to rescue you. This is an exercise in taking responsibility for yourself, a skill you need in higher education.

Seventh and Eighth Grade Dress Code

2016-2017

Middle school students are to dress as leaders of the student body. They are asked to **HONOR THE INTENT** of the dress code by striving to dress appropriately for the many functions in which they are involved: church services, classroom work, physical education, school meetings, and recreation. Clothing that is considered distracting to the learning environment, immodest, and inappropriate are not allowed. Our goal is promote modesty, professionalism, safety and accountability. The administration reserves the right to make adjustments to the dress code as circumstances arise and clothing trends change.

We expect parents to monitor the hair, make-up and dress of their children and not make this the sole responsibility of the school. We want to limit class time interruptions and foster positive interactions between students and administrators/teachers.

It is the student's responsibility to check any "questionable" clothing items with the Registrar BEFORE wearing the item to school. Please exercise good judgement and sound knowledge of the Old Mission School dress

***DAILY DRESS CODE GUIDELINES:** Excludes Dressy/Optional Dress, Jeans, and Spirit Days.*

Shirts/Tops

- **BOYS**

- Collars and sleeves must be worn at all times, even under outerwear
- Shirts may be worn out or tucked in
- No flannel or T-shirts permitted

- **GIRLS**

- Sleeves must be worn at all times, even under cardigans and sweatshirts

- No straps of any kind may be visible
- No sheer or lace tops
- High crew necklines, modest “v-necks” or collars are required
- No boat-neck tops
- Camisoles are to be worn under tops

SLACKS/PANTS

● BOYS

- Pants must be neat and properly fitting (button and zipper closure)
- No holes or patches
- No jeans, overalls, track pants, cargo pants/shorts, pajamas, or sweats
- Relaxed fit shorts and slacks
- Straight leg pants are permitted, skinny pants are not
- If belt loops are visible, a belt must be worn

● GIRLS

- Slacks, capris, and or walking shorts (which fall above but clearly no shorter than 4 inches above the knee)
- Students must be able to “pinch an inch” without stretching the fabric below the knees of the pants.
- Pants must have a button and zipper closure
- Pants and shorts may be cuffed 1-2 times but must be the required length after being cuffed. Pants may not be rolled up
- Pants and shorts must be worn on all PE days

SKIRTS/DRESSES

- Skirts must be worn at the natural waist at all times
- Skirts and dresses must be no shorter than 3 inches above the middle and back of the knee at all times
- Straight/fitted skirts and dresses must hit the top of the kneecap
- Leggings may be worn under appropriate-lengthed skirts and dresses
- No skirts or dresses allowed on PE days

SHOES/SOCKS

- Low heeled shoes or sandals with a back or back strap
- Rubber soles and/or athletic shoes must be worn on PE days
- No boots, UGG-type shoes, or slippers
- Socks are recommended, but not required
- Socks cannot be distracting to the learning environment in color or style. No tube socks

OUTERWEAR

- OMS jackets and sweatshirts only
- Eighth graders only may wear **navy** Mission College Preparatory outerwear
- OMS hats and beanies are acceptable but may only be worn outside

- **Girls:** Cardigans may be worn in addition to being compliant with the dress code

MAKE-UP/JEWELRY

- Eye make-up is not permitted
- French manicures and clear lip gloss only
- No artificial nails or tattoos (temporary or permanent). Nails must be trimmed.
- Earrings must not hang below the earlobe
- No other jewelry permitted

HAIR

- **BOYS:** Neat and uniformly cut above the eyebrows , middle of the ear, and to the collar. Sides and back must be tapered.
- **GIRLS:** Neat and uniformly cut. Bangs must be above eyebrows
- No unconventional cuts, coloring, streaking or embellishments/feathers

ALTERNATE DRESS DAY GUIDELINES
(applies to all students)

DRESSY/OPTIONAL DRESS

- All shirts, tops, and dresses must have sleeves, even if a cardigan is worn
- Boys must wear a collar
- No jeans of any color
- No T-shirts or sweats
- No sheer tops or dresses
- Straight-hemmed shirts or tops may be worn out or tucked. All other shirts must be tucked in
- Slacks, pants (with button and zipper closure), capris, and dressy walking shorts may be worn at the natural waist
- Belts are required if belt loops are visible
- Skirts and dresses must fall 3 inches from the middle of the knee
- Flat shoes, sandals (must have a back strap), and low heeled boots (1 inch or less) are permitted. No heels higher than one inch. No flip-flops or slippers permitted.

JEANS AND T-SHIRT DAYS

- Jeans must fit modestly and appropriately. The “pinch an inch” rule applies
- No holes, frayed edges, patches, or tears
- Jeggings are not acceptable
- Walk-a-Thon T-Shirts are the only permissible shirts on “Jeans and T-Shirt Days”, unless otherwise stated by administration.

SPIRIT DAYS: Included, but not limited to Catholic Schools Week and Character Counts Week

- Clothing with emblems, pictures, writing, or symbols incompatible to schools philosophy are not permitted
- No exposed midriff or cleavage
- Avoid the “too’s”: too tight, too sheer, too small, too short, etc.
- No permanent or temporary hair color or face paint

UNACCEPTABLE CLOTHING

- Clothing exposing midriff, cleavage, and/or underwear
- Frayed clothing or clothing that has holes
- Spaghetti straps, tank tops, and/or halter tops
- Sweatpants, yoga pants, pajamas, and leggings worn in place of pants
- Sheer or see-through clothing
- Non-OMS outerwear

- Clothing that is too tight or too baggy

CONSEQUENCES: The dress code will be consistently and fairly enforced. The consequences for students who do not follow the guidelines are:

First dress violation of the year: recorded in the office.

Second violation of the year: recorded in office, parents notified (notification signed by parents), personal responsibility grade affected.

Third violation of the year: recorded in office, parents notified, detention, personal responsibility grade affected.

For further violations, **dress privileges will be modified for the remainder of the trimester and/or the next trimester (for example, modest navy blue, black or khaki slacks/shorts only). Alternate modifications may be utilized.**

The success of the seventh/eighth grade dress code depends on the exercise of good judgment on the part of the students, as well as support from parents and/or guardians.

Gum

Students may not chew gum at school. Middle school students who ignore this rule will be required to stay after school 30 (first offense) or 60 minutes (second offense) to assist with campus or classroom clean-up, and a disciplinary referral to the principal. School is not an appropriate place for gum, gum disposal, or gum wrappers in classrooms.

Old Mission School Student Compliance Statement

Please sign the Parent/Student Handbook compliance form at the back of the handbook that states you have also read and agree to the conditions set forth in this supplement.

Thank you for your cooperation.