



**BISHOP GRIMES
JR. / SR. HIGH
SCHOOL**

FAITH • ACADEMIC EXCELLENCE • SERVICE

Bishop Grimes Jr. / Sr. High School
6653 Kirkville Road
East Syracuse, NY 13057
315-437-0356
www.bishopgrimes.org

2017-2018 Student Planner

Principal
Assistant Principal
Assistant Principal

Mr. Brian Nolan
Mr. Patrick Kinne
Mrs. Julie Moss

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

STUDENT NO. _____



PLEASE NOTE: The front cover is sensitive to extreme heat. Do not leave in direct sunlight!

Printed on recyclable paper





September 2017

Welcome Bishop Grimes Jr./Sr. High School student! We are looking forward to your becoming a part of an outstanding tradition that started over fifty years ago. This tradition of faith, academic excellence, and service makes us what we are.

We encourage you to work hard in your classes and take advantage of all of the extracurricular activities that interest you. Join a team or club, perform on stage in one of our productions, become a peer minister or school ambassador, explore different cultures with our International Club or become an agent for change with No Place for Hate. The opportunities are varied and will provide you with a richer school experience.

The faculty and staff of Bishop Grimes have prepared this student planner for you to help you get the most out of your school experience. Using the planner will help you manage your time wisely, plan out your studies, and set goals for yourself. It also contains your hall passes. Use your planner to help keep track of important information: your class schedule; daily and long-term assignments, and quiz and test dates. You must carry your intact planner with you at all times. Dismantled or disfigured planners must be replaced at a cost of \$10.00. They are available in the Main Office. In addition, you must also use your own planner. If you attempt to use another student's planner, you will face disciplinary actions.

Take time to become familiar with this planner and read the information that is provided. Valuable information about our school and the services available to you are provided. Set goals for yourself on the first day of school by writing them in your planner. Periodically throughout each quarter review and reflect upon your goals.

We hope you immerse yourself in all of the opportunities for learning and growth that Bishop Grimes provides. We expect all Bishop Grimes students to be respectful of each other, teachers and staff members, as well as our school. There is never any reason to be disrespectful or inconsiderate of someone else. Students are to treat others as they would like to be treated. This includes all types of interactions including but not limited to in school, out of school, or electronically on social media. Stop by the Main Office or the Guidance Office if you have concerns, questions, or suggestions. We look forward to a successful and productive school year.

Blessings and prayers for a great school year,

Mr. Nolan, Mr. Kinne, & Mrs. Moss

MISSION STATEMENT

Bishop Grimes shares in the evangelizing mission of the Roman Catholic Church, a mission that has been handed on by Christ and his apostles and received by generations of believers. Therefore, we seek to help students take part with the current generation of believers, in receiving and handing on their Catholic faith by coming to know it, live it, and share it. We accomplish this mission by providing a high quality and rigorous Catholic education that prepares students in mind, body, and spirit to encounter Christ, live their faith in the context of His Church, and serve others in His name, particularly the poor and those who are in need.

PROFILE OF THE GRADUATE

Graduates of the Catholic schools in the Diocese of Syracuse will:

Live their faith by:

- Knowing, understanding and promoting the Catholic faith
- Protecting and nurturing human life at all stages
- Exhibiting behavior and making decisions that reflect high moral character and values of our faith: integrity, honesty, self-control and concern for others
- Serving God through service to others in society and the Church
- Respecting the dignity of others, including those of other cultures and traditions, as modeled by Jesus, with acceptance, empathy, compassion, and loving all
- Being good stewards of God's gifts
- Continuing to devote attention to their own ongoing faith formation and the evangelization of others
- Providing leadership to the Church and future generations

Use their educational experiences by:

- Mastering a rigorous academic program with disciplined work and study skills
- Continuing to build on a strong academic foundation provided in Catholic schools as life-long learners dedicated to academic excellence
- Being effective communicators, orally, in written form, and in the use of technology
- Using technology in an ethical manner to access information and share information
- Demonstrating the acquisition of life skills that promote cooperation, creative thinking, critical thinking, and problem solving in a variety of settings
- Taking active roles as responsible community leaders in order to make significant positive contributions
- Demonstrating an appreciation for and support of the Arts

BELIEF STATEMENTS

We believe that...

- Catholic schools carry out the educational mission of the Church and maintain healthy relationships with parishes
- Schools within the system are aware of and focused on the common mission of Catholic schools in our diocese; the Catholic Identity of our schools provides the added dimension of a Catholic school education
- Jesus is the Master Teacher and role model for educators
- Parents are the primary educators of their children; Catholic schools work in partnership with parents to transmit our faith and values
- Teachers in our schools are prophets; they bring the Good news of God's love and salvation

ACADEMIC

We believe that...

- Christ-centered environments support the healthy growth of the whole person: physically, emotionally, spiritually, and academically
- Children learn at different rates and in different ways; each is a unique child of God
- Academic excellence is a worthwhile and attainable goal
- Quality athletic and extracurricular programs are important components of a comprehensive educational program
- Our teachers are immersed in collaborative professional learning communities that foster growth in all areas of responsibilities
- Our school cultures promote continuous improvement of individuals and programs
- Schools within the system are aligned in regard to educational programs while adhering to National, State, and Diocesan standards

STEWARDSHIP

We believe that...

- Our schools practice and teach sound fiscal and responsible stewardship practices
- Our students develop leadership skills that enable them to be responsible citizens who serve others
- Catholic schools teach students to be stewards of the gifts and talents God has given them
- Our students have a sense of responsibility for the environment and all of God's gifts

SOCIAL

We believe that...

- Our students are taught to view all people as the family of God; appreciation and respect for diversity is necessary for Christian behavior
- Our school communities foster the growth of caring, compassionate, and morally sound individuals who follow God's command to love one another

Goal Setting for 2017-2018

Set some goals for yourself. What do you want to accomplish in the next month or year? Write down your goals and regularly look at them. Work towards achieving them, and never give up! Even if you do not accomplish them right away, if you BELIEVE you can do it, you will!

My Goals

By the end of the 1st Marking Period:

Goal #1: _____

Plan to achieve it: _____

Goal #2: _____

Plan to achieve it: _____

By the end of this school year:

Goal #1: _____

Plan to achieve it: _____

Goal #2: _____

Plan to achieve it: _____

By the end of the 2nd Marking Period:

Goal #1: _____

Plan to achieve it: _____

Goal #2: _____

Plan to achieve it: _____

By the end of this school year:

Goal #1: _____

Plan to achieve it: _____

Goal #2: _____

Plan to achieve it: _____

By the end of the 3rd Marking Period:

Goal #1: _____

Plan to achieve it: _____

Goal #2: _____

Plan to achieve it: _____

By the end of this school year:

Goal #1: _____

Plan to achieve it: _____

Goal #2: _____

Plan to achieve it: _____

By the end of the 4th Marking Period:

Goal #1: _____

Plan to achieve it: _____

Goal #2: _____

Plan to achieve it: _____

By the end of this school year:

Goal #1: _____

Plan to achieve it: _____

Goal #2: _____

Plan to achieve it: _____

SECOND MARKING PERIOD PASSES

Student's Name: _____

| Destination Codes: | | |
|-----------------------|---------------|-----------------|
| A = Attendance Office | L = Locker | O = Main Office |
| G = Guidance Office | LMC = Library | R = Restroom |
| N = Health Office | | |

| Date | 🕒 Out | 🕒 In | Teacher | Destination |
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SECOND MARKING PERIOD PASSES

THIRD MARKING PERIOD PASSES

Student's Name: _____

| Destination Codes: | | |
|-----------------------|---------------|-----------------|
| A = Attendance Office | L = Locker | O = Main Office |
| G = Guidance Office | LMC = Library | R = Restroom |
| N = Health Office | | |

| Date | ⌚ Out | ⌚ In | Teacher | Destination |
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THIRD MARKING PERIOD PASSES

FOURTH MARKING PERIOD PASSES

Student's Name: _____

| Destination Codes: | | |
|-----------------------|---------------|-----------------|
| A = Attendance Office | L = Locker | O = Main Office |
| G = Guidance Office | LMC = Library | R = Restroom |
| N = Health Office | | |

| Date | 🕒 Out | 🕒 In | Teacher | Destination |
|------|-------|------|---------|-------------|
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FOURTH MARKING PERIOD PASSES

**2017-2018 Student Schedule
First Semester**

| | Day "B" / Day 1 | Day "G" / Day 2 |
|---|---|---|
| Homeroom 7:48-7:57 | Homeroom | Homeroom |
| One (A) 8:00-8:39 | | |
| Two (B) 8:42-9:21 | | |
| Three (C) 9:24-10:03 | | |
| Four (D) 10:06-10:45 | | |
| Five (E) 10:48-11:17 | | |
| Six (F) 11:20-11:27 | | |
| Seven (G) 11:30-11:59 | | |
| Eight (H) 12:02-12:09 | | |
| Nine (I) 12:12-12:41 | | |
| Ten (J) 12:44-1:23 | | |
| Eleven (K) 1:26-2:05 | | |
| Twelve (L) 2:08-2:47 | | |
| Afternoon Announcements 2:47-2:50 | Afternoon Announcements 2:47-2:50 | Afternoon Announcements 2:47-2:50 |

**2017-2018 Student Schedule
Second Semester**

| | Day "B" / Day 1 | Day "G" / Day 2 |
|---|---|---|
| Homeroom 7:48-7:57 | Homeroom | Homeroom |
| One (A) 8:00-8:39 | | |
| Two (B) 8:42-9:21 | | |
| Three (C) 9:24-10:03 | | |
| Four (D) 10:06-10:45 | | |
| Five (E) 10:48-11:17 | | |
| Six (F) 11:20-11:27 | | |
| Seven (G) 11:30-11:59 | | |
| Eight (H) 12:02-12:09 | | |
| Nine (I) 12:12-12:41 | | |
| Ten (J) 12:44-1:23 | | |
| Eleven (K) 1:26-2:05 | | |
| Twelve (L) 2:08-2:47 | | |
| Afternoon Announcements 2:47-2:50 | Afternoon Announcements 2:47-2:50 | Afternoon Announcements 2:47-2:50 |

REGULAR SCHEDULE
39 Minute Periods
29 Minute Lunches

| Period | Lunch A | Lunch B | Lunch C |
|----------------------------|-------------------|-------------------|-------------------|
| First Bell | 7:40 | 7:40 | 7:40 |
| Warning Bell | 7:45 | 7:45 | 7:45 |
| Homeroom | 7:48-7:57 | 7:48-7:57 | 7:48-7:57 |
| One (A) | 8:00-8:39 | 8:00-8:39 | 8:00-8:39 |
| Two (B) | 8:42-9:21 | 8:42-9:21 | 8:42-9:21 |
| Three (C) | 9:24-10:03 | 9:24-10:03 | 9:24-10:03 |
| Four (D) | 10:06-10:45 | 10:06-10:45 | 10:06-10:45 |
| Five (E) | Lunch 10:48-11:17 | (5/6)10:48-11:27 | (5/6)10:48-11:27 |
| Six (F) | (6/7)11:20-11:59 | | |
| Seven (G) | | Lunch 11:30-11:59 | (7/8) 11:30-12:09 |
| Eight (H) | (8/9) 12:02-12:41 | (8/9) 12:02-12:41 | |
| Nine (I) | | | Lunch 12:12-12:41 |
| Ten (J) | 12:44-1:23 | 12:44-1:23 | 12:44-1:23 |
| Eleven (K) | 1:26-2:05 | 1:26-2:05 | 1:26-2:05 |
| Twelve (L) | 2:08-2:47 | 2:08-2:47 | 2:08-2:47 |
| Announcements & Final Bell | 2:47-2:50 | 2:47-2:50 | 2:47-2:50 |

MASS SCHEDULE
30 Minute Periods
28 Minute Lunches

| Period | Lunch A | Lunch B | Lunch C |
|----------------------------|-------------------|-------------------|-------------------|
| First Bell | 7:40 | 7:40 | 7:40 |
| Warning Bell | 7:45 | 7:45 | 7:45 |
| Homeroom | 7:48-8:00 | 7:48-8:00 | 7:48-8:00 |
| Mass/Assembly | 8:00-9:20 | 8:00-9:20 | 8:00-9:20 |
| One (A) | 9:23-9:53 | 9:23-9:53 | 9:23-9:53 |
| Two (B) | 9:56-10:26 | 9:56-10:26 | 9:56-10:26 |
| Three (C) | 10:29-10:59 | 10:29-10:59 | 10:29-10:59 |
| Four (D) | 11:02-11:32 | 11:02-11:32 | 11:02-11:32 |
| Five (E) | Lunch 11:35-12:03 | (5/6) 11:35-12:05 | (5/6) 11:35-12:05 |
| Six (F) | (6/7) 12:06-12:36 | | |
| Seven (G) | | Lunch 12:08-12:36 | (7/8) 12:08-12:38 |
| Eight (H) | (8/9) 12:39-1:09 | (8/9) 12:39-1:09 | |
| Nine (I) | | | Lunch 12:41-1:09 |
| Ten (J) | 1:12-1:42 | 1:12-1:42 | 1:12-1:42 |
| Eleven (K) | 1:45-2:15 | 1:45-2:15 | 1:45-2:15 |
| Twelve (L) | 2:18-2:48 | 2:18-2:48 | 2:18-2:48 |
| Announcements & Final Bell | 2:48-2:50 | 2:48-2:50 | 2:48-2:50 |

AFTERNOON ASSEMBLY SCHEDULE
35 Minute Periods
26 Minute Lunches

| Period | Lunch A | Lunch B | Lunch C |
|------------------|-------------------|-------------------|-------------------|
| First Bell | 7:40 | 7:40 | 7:40 |
| Warning Bell | 7:45 | 7:45 | 7:45 |
| Homeroom | 7:48-8:00 | 7:48-8:00 | 7:48-8:00 |
| One (A) | 8:03-8:38 | 8:03-8:38 | 8:03-8:38 |
| Two (B) | 8:41-9:16 | 8:41-9:16 | 8:41-9:16 |
| Three (C) | 9:19-9:54 | 9:19-9:54 | 9:19-9:54 |
| Four (D) | 9:57-10:32 | 9:57-10:32 | 9:57-10:32 |
| Five (E) | Lunch 10:35-10:55 | (5/6) 10:35-11:10 | (5/6) 10:35-11:10 |
| Six (F) | (6/7) 10:58-11:33 | | |
| Seven (G) | | Lunch 11:13-11:33 | (7/8) 11:13-11:48 |
| Eight (H) | (8/9) 11:36-12:11 | (8/9) 11:36-12:11 | |
| Nine (I) | | | Lunch 11:51-12:11 |
| Ten (J) | 12:14-12:49 | 12:14-12:49 | 12:14-12:49 |
| Eleven (K) | 12:52-1:27 | 12:52-1:27 | 12:52-1:27 |
| Twelve (L) | 1:30-2:05 | 1:30-2:05 | 1:30-2:05 |
| HR/Announcements | 2:08-2:11 | 2:08-2:11 | 2:08-2:11 |
| Assembly | 2:11-2:50 | 2:11-2:50 | 2:11-2:50 |

SNOW DELAY SCHEDULE
26 Minute Periods
26 Minute Lunches

| Period | Lunch A | Lunch B | Lunch C |
|--|-------------------|-------------------|-------------------|
| All students in Cafeteria* | 7:40-9:40 | 7:40-9:40 | 7:40-9:40 |
| Dismiss from Cafeteria | 9:40 | 9:40 | 9:40 |
| Warning Bell | 9:45 | 9:45 | 9:45 |
| Homeroom | 9:50-10:00 | 9:50-10:00 | 9:50-10:00 |
| One (A) | 10:03-10:30 | 10:03-10:30 | 10:03-10:30 |
| Two (B) | 10:33-11:00 | 10:33-11:00 | 10:33-11:00 |
| Three (C) | 11:03-11:30 | 11:03-11:30 | 11:03-11:30 |
| Four (D) | 11:33-11:59 | 11:33-11:59 | 11:33-11:59 |
| Five (E) | Lunch 12:02-12:22 | (5/6) 12:02-12:28 | (5/6) 12:02-12:28 |
| Six (F) | (6/7) 12:25-12:51 | | |
| Seven (G) | | Lunch 12:31-12:51 | (7/8) 12:31-12:57 |
| Eight (H) | (8/9) 12:54-1:20 | (8/9) 12:54-1:20 | |
| Nine (I) | | | Lunch 1:00-1:20 |
| Ten (J) | 1:23-1:50 | 1:23-1:50 | 1:23-1:50 |
| Eleven (K) | 1:53-2:20 | 1:53-2:20 | 1:53-2:20 |
| Twelve (L) | 2:23-2:48 | 2:23-2:48 | 2:23-2:48 |
| Announcements & Final Bell | 2:48-2:50 | 2:48-2:50 | 2:48-2:50 |
| *Departmental Coverage of Cafeteria: 7:40-8:20 – Counseling Office, English, & Foreign Language 8:20-9:00 – Fine Arts, Music & Technology, Religion, & Social Studies 9:00-9:40 – Math, Phys. Ed., & Science Light breakfast foods will be available for purchase in the cafeteria until 9:30 a.m. | | | |

2017-2018 School Calendar

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|------------------|---|
| Sept. 6 | Grades 7, 8, & 9 First Day of School (2:50 Dismissal) |
| Sept. 7 | Grades 10, 11, & 12 First Day of School (2:50 Dismissal) |
| Sept. 8 | All Grade Levels (7-12) Attend Classes |
| Sept. 14 | Meet the Teacher Night & Rediker Orientation (5:30-8:00) |
| Oct. 2-7 | Bishop Grimes Spirit Week & Homecoming |
| Oct. 9 | Columbus Day Observed (No School) |
| Oct. 5 | End of first half of 1 st Marking Period |
| Oct. 11 | Testing & College Day (All Grades) |
| Nov. 9 | End of 1 st Marking Period |
| Nov. 6 | Faculty Retreat (No School) |
| Nov. 7 | Diocesan In-Service Day (No School) |
| Nov. 10 | Veteran's Day Observed (No School) |
| Nov. 22-24 | Thanksgiving Recess (No School) |
| Nov. 29 | Parent-Teacher Conferences (4-6 pm) |
| Dec. 15 | End of first half of 2 nd Marking Period |
| Dec. 25-Jan. 1 | Christmas Recess (No School) |
| Jan. 15 | Dr. Martin Luther King Jr. Birthday Observed (No School) |
| Jan. 22-25 | Regents Exams |
| Jan. 25 | End of 2 nd Marking Period |
| Jan. 26 | Rating Day (No School) |
| Jan. 29-Feb. 2 | Catholic Schools Week |
| Feb. 15 | Parent-Teacher Conferences (4-6 pm) |
| Feb. 19-23 | Mid-Winter Recess (No School) |
| March 2 | End of first half of 3 rd Marking Period |
| March 14 | Faculty In-Service Day (No School for Students) |
| March 29-April 2 | Holy Thursday, Good Friday, & Easter Monday (No School) |
| April 4 | End of 3 rd Marking Period |
| April 11-13 | NYS ELA Exams (Grades 7 & 8) |
| April 23-27 | Spring Recess (No School) |
| May 2-4 | NYS Math Exams (Grades 7 & 8) |
| May 10 | End of first half of 4 th Marking Period |
| May 28 | Memorial Day Observance (No School) |
| June 7 | Last day of classes (Gr. 7-11) & Baccalaureate Mass (6:30 pm) |
| June 8 | Grimes Day / 11:30 Dimissal & End of 4 th Marking Period |
| June 9 | Bishop Grimes Commencement Exercises (10 am) |
| June 12-21 | Final & Regents Exams/ Dismissal Times Vary |

A Summary of Bishop Grimes Policies and Procedures

Please note that a comprehensive explanation of the policies, procedures, and regulations of Bishop Grimes Jr./Sr. High School are contained in the Bishop Grimes Jr./Sr. High School Student Handbook, which was distributed to each family at the beginning of the school year and is also available on the school's website (<http://bishopgrimes.org/students/student-handbook/>).

The administration and faculty of Bishop Grimes Jr./Sr. High School retain the right to modify any of the policies within the Student Planner or Student Handbook when it is deemed necessary without notice. Furthermore, the school administration has the right to enforce any law, ordinance, diocesan, or school policy not written in the Planner or Handbook.

School Hours

Bishop Grimes is in session from 7:45 a.m.-2:50 p.m. Teachers or other staff are present to supervise students from 7:45 a.m. until 3:20 p.m. Before school supervision is available from 7:00-7:45 a.m. in the cafeteria. After school supervision is available from 3:00 p.m.-4:30 p.m. No student should arrive at school before 7:00 a.m. or stay after 3:30 p.m. unless he/she has a specific purpose.

The Main Office hours are 7:30 a.m.-4:00 p.m. Monday through Friday.

School Attendance

Legal Absences – Excused absences such as an illness are only valid with a doctor's or parent's/guardian's written note for the days of absences; examples: personal illness, quarantine, death in family, school-sponsored trip, religious observance, required court appointment, impassable roads, visit to college (with prior notice to Attendance Officer).

Illegal Absences – Unlawful detention of a child when a parent/guardian is aware of the student's whereabouts and knowingly keeps the student out of school; examples: vacations, babysitting, job interviews, hunting, personal errands, etc.

Truant – Absences from class or school without the knowledge of the parent/guardian.

Please note: excessive truant and/or illegal absences may result in an attendance hearing before the school administration. In addition, a student risks losing credit for a course and/or receiving an Administrative F on his/her report card if he/she accumulates excessive truancies or illegal absences.

Written Excuses – Three (3) days of absences without a legal written parent's/guardian's or doctor's note will mean those days will be deemed illegal absences.

Parent Responsibility – Parents/Guardians are to notify the school's Attendance Officer between 7:45-9:00 a.m. of their child(ren)'s absence. When leaving a message, please be sure to include the parent's/guardian's name, student's name, date of absence, and reason for absence. Parents/Guardians must send in a written excuse upon the child's return to school. The school's Attendance Officer's phone number is 315-463-8133.

Attendance Communication – Phone calls home will be attempted if a parent/guardian does not call the school. These calls are documented.

Absent Work Requests

Parents are encouraged to request absent work for their son/daughter when a student is absent for more than one day. As a courtesy to teachers, 24-hour is required when possible. Requests should be made through the school's Attendance Officer (315-463-8133).

Leaving School during the School Day

Parents/Guardians who wish to remove their child from school during a school day MUST give a written request to the Attendance Officer before 10:00 a.m. Parents/Guardians may be called to verify the request. Parents must report to either the Guidance Office or Main Office to pick up their child(ren) and sign the student(s) out. If a person other than a parent/guardian is picking up a student, he/she should have proper identification and it should be noted in the written request. Parents are strongly urged to schedule appointments outside of school hours whenever possible.

Arrival and Dismissal Times

- ✓ Student arrival time is between 7:00-7:45 a.m. Students may enter through the back doors closest to the cafeteria or the Main Lobby doors between these times. All students are to wait in the cafeteria until the first bell rings at 7:40.
- ✓ Once a student arrives on campus in the morning, either by bus or personal vehicle, he/she is expected to remain on campus. Bishop Grimes Jr./Sr. High School is a closed campus and students are not to go off school property upon arrival.
- ✓ Homeroom warning bell is at 7:45 a.m. After this bell, students are expected to report to homeroom. If a student is not in his/her homeroom when the bell rings at 7:48, he/she MUST report to the Attendance Officer. He/She will be marked tardy. If the student has a signed note from a parent/guardian or if his/her bus was late, the student will be marked tardy excused. If the student does not have a note, he/she will be marked tardy unexcused. Upon the fourth tardy unexcused, a student will receive a school detention.
- ✓ At 8:00 a.m. all doors to the school are locked and there is one point-of-entry. All students and parents are to enter the school through the front doors of the building nearest to the Main Office. Students and parents are not to open any doors for anyone, including classmates, for any reason. The Main Office staff is responsible for opening doors to visitors. Failure to comply with this rule will result in disciplinary action.
- ✓ All students will be dismissed to buses or personal vehicles at 2:50 p.m. A parent/guardian picking up a student must not park or wait where buses pick up students.
- ✓ If a student is remaining after school he/she should report to his/her teacher or coach; otherwise, the student must report to the after school study hall room no later than 3:00 p.m. Students are not to be in the building unsupervised at any time after 3:00 p.m., this includes student athletes. Students are to exit the building via the door in the cafeteria where his/her ride should be waiting for him/her after 3:00 p.m.

Parking Lot/School Driveway

- ✓ Cars must park in the parking lot in designated spaces. Students are to park in the LAST three rows of the parking lot. Failure to follow this rule will result in the loss of driving privileges and may result in a vehicle being towed.
- ✓ Cars with visible handicapped stickers/plates may park in designated handicapped spaces.
- ✓ Do not park in reserved spaces.
- ✓ Please avoid having cars parked or standing in school driveways before and after school as these areas are to remain clear for school buses.
- ✓ Parents/Guardians are asked to not drive into the front circle of the school between the hours of 7:30 AM-7:50 AM or 2:30 PM-2:50 PM. During these times, please drop off or pick up students in the back parking lot of the school.

Detention

Students may be assigned an after school detention for conduct and rule infractions as described in the Bishop Grimes Jr./Sr. High School Student Handbook. Detentions may be either school or teacher detentions and last from 3:00-3:45 p.m. Athletic practices, games, and extracurricular activities do NOT supercede a detention assignment. Parents/Guardians will be notified either in writing or electronically if their child is to have detention. Students should be picked up at 3:45 p.m. following detention. Please note, a student may not be allowed to participate in extra-curricular activities due to poor behavior or unsatisfactory grades.

Lockers

Students in grades 7-12 are advised to keep their belongings in a school-assigned locker. Lockers and combinations are assigned by the Attendance Officer. No locker or locker combination is to be shared. Students should not “cap” their locker in order to avoid having to put in their combination. School employees are NOT held responsible for lost materials from lockers. The school recommends that personal valuables should be kept at home. If a student has a locker issue please contact the Attendance Officer. Faculty and Administration have the right to conduct a search of a locker at any time without prior notice or consent.

Property Search

Any personal property brought to school, including automobiles, is subject to search; therefore, bringing a car or book bag on campus constitutes consent to search. Students are notified of this fact through this planner, the Bishop Grimes Jr./Sr. High School Student Handbook, and at student orientation meetings at the beginning of the school year.

Physical Education

New York State mandates active participation in Physical Education classes for all students in grades 7-12. Students are to follow the Bishop Grimes Physical Education Dress Code. No student is excused from active participation without a doctor’s note that must be turned in to the Nurse’s Office.

Student Dress Code

The school’s primary concern is to educate the whole student in a Christian atmosphere where modesty and non-competitive dress are the norm; pride in oneself, self-confidence, modesty, and self-esteem are part of this and directly relate to appearance. The Bishop Grimes community believes a dress code is conducive to an attitude and atmosphere of cooperation and prepares students to take their place in the workplace.

All students are expected at all times to present a neat and clean appearance while attending classes and after school activities at Bishop Grimes. The dress code at Bishop Grimes is in effect from 7:40 a.m. until 2:50 p.m. each school day. Students serving after school detentions and/or participating in after school activities in which they are representing Bishop Grimes are also to be in dress code.

For the purposes of the current Bishop Grimes Dress Code, approved vendors are Flynn and O’Hara School Uniforms (<https://www.flynnohara.com/school-landing.aspx?scn=ny159>) and Lands’ End

(https://www.landsend.com/pp/px/schoolaccount?launchSearch=true&classic&cm_re=lec_-_uni_-_tool_-_hr1-1-1-_findyourschool_-_20160224_-_bnr) or visit the nearest Sears with preferred school # 900157082.

YOUNG MEN'S DRESS CODE

1. Khaki, gray, or navy blue pants from an approved Bishop Grimes vendor are worn with a solid white or light blue button down dress shirt (long/short sleeve). Dress shirts may be worn with a tie and must be tucked inside the pants so that the belt line can be seen. A belt must be worn with pants. If a student chooses to wear a shirt under either his dress shirt, it should be a solid white shirt. Cargo pants are NOT permitted. Bishop Grimes polo shirts purchased from an approved Bishop Grimes vendor may also be worn. Polo shirts may be untucked if the Bishop Grimes logo is visible. A student may choose to wear a solid white or blue short-sleeved t-shirt under his oxford or polo shirt.
2. If a Bishop Grimes sweater, quarter-zip, or fleece from an approved Bishop Grimes vendor is worn a dress shirt with or without a tie, BG polo, or a white turtleneck must also be worn underneath it.
3. Footwear is defined as dress shoes and sneakers. Footwear is to be worn with socks. Footwear must not be neon or brightly colored. Pants must NOT be tucked in to footwear. Beach shoes, Crocs, Ugg boots, flip-flops, open-backed, slipper-type shoes, footwear with any type of visible fur (i.e., moccasins), and sandals are NOT to be worn.
4. Young men must be clean-shaven each day. Young men must not have facial hair, beards, mustaches, or sideburns below the ears.
5. Hair must be a natural color (students dying hair with unnatural colors may be suspended until hair color is corrected), neat, clean, and acceptably styled (not covering eyes, no mohawks, dreadlocks, etc.). Fads and trends are to be avoided. Hair should be combed and of acceptable length (cut above the collar, ears, and eyes).
6. Young men are allowed to wear a single pierced earring in each ear. Excessive or cult jewelry, including chains, is not permitted. Facial piercings, of any kind, and tattoos are prohibited.
7. No undergarments are to be seen including the bottoms of undershirts.
8. Hats and other head gear, hoods, scarves, bandanas, and sunglasses are not permitted.
9. Coats, jackets, hoody sweatshirts, and other outerwear are not permitted during the school day.
10. Walking/Bermuda shorts purchased from an approved Bishop Grimes vendor may ONLY be worn in the months of September, October, May, and June. Students are not to cut off the legs of uniform pants to turn them into shorts. A belt must be worn with shorts. Cargo shorts are NOT permitted.
11. The school community fully supports Bishop Grimes' athletic teams and extracurricular organizations; however, spirit-wear and team-wear related to a sport or extracurricular activity cannot be worn during the school day. Spirit-wear and team-wear may be worn on Cobra Pride Days.

YOUNG WOMEN'S DRESS CODE

1. Navy blue skirts to the knee from an approved Bishop Grimes vendor or khaki, gray, or navy blue slacks from an approved Bishop Grimes vendor are worn with a solid white or light blue button down blouse (long/short sleeve). Ties may be worn with a blouse. Blouses are to be buttoned (except for the top button) and tucked in so the belt line can be seen. A belt must be worn with slacks. Slacks are not to be slit and must be buttoned. Cargo pants are NOT permitted. Bishop Grimes polo shirts purchased from an approved Bishop Grimes vendor may also be worn. Polo shirts may be untucked if the Bishop Grimes logo is clearly visible. A student may choose to wear a solid white or blue short-sleeved t-shirt under her oxford blouse or polo shirt.
2. If a Bishop Grimes sweater, quarter-zip, or fleece from an approved Bishop Grimes vendor is worn a blouse with or without a tie, polo, or a white turtleneck must also be worn.

3. Footwear is defined as dress shoes and sneakers. Heels must be less than two inches. Footwear is to be worn with socks or stockings. Footwear must not be neon or brightly colored. Pants must NOT be tucked in to footwear. Beach shoes, Crocs, Ugg boots, flip-flops, open-backed, slipper-type shoes, footwear with any type of visible fur (i.e., moccasins), and sandals are NOT to be worn.
4. Excessive or cult jewelry, including chains, is not permitted. Facial piercings, of any kind including the nose, and tattoos are prohibited.
5. Hair must be a natural color (students dying hair with unnatural colors may be suspended until hair color is corrected), neat, clean, and acceptably styled (not covering eyes, no mohawks, dreadlocks, etc.). Fads and trends are to be avoided. Hair should be combed.
6. No undergarments are to be seen including the bottoms of undershirts.
7. Hats and other head gear, hoods, scarves, bandanas, and sunglasses are not permitted.
8. Coats, jackets, hoody, sweatshirts, and other outerwear are not permitted during the school day.
9. Walking/Bermuda shorts purchased from an approved Bishop Grimes vendor may ONLY be worn in the months of September, October, May, and June. Students are not to cut off the legs of uniform pants to turn them into shorts. A belt must be worn with shorts. Cargo shorts are NOT permitted.
10. The school community fully supports Bishop Grimes' athletic teams and extra-curricular organizations; however, spirit-wear and team-wear related to a sport or extracurricular activity cannot be worn during the school day. Spirit-wear and team-wear may be worn on Cobra Pride Days.

PHYSICAL EDUCATION DRESS CODE

In order to participate in Physical Education students must wear the proper attire. The following is acceptable clothing for Physical Education classes:

1. A t-shirt or sweatshirt must have: sleeves, no cutoffs; be blank (no logo) or have a Bishop Grimes or other Catholic school related logo
2. Shorts or sweatpants (not pajama pants) must not have writing on the backside and be fingertip length
3. Sneakers do not have to be new, but they should be used for indoor use only and have non-marking, clean bottoms.

Bishop Grimes issued athletic uniforms are NOT to be worn during Physical Education class. These uniforms are only to be used for games. Team items (i.e., t-shirts, etc.) purchased for ownership may be worn during PE class if they meet the above criteria.

COBRA PRIDE DAYS DRESS CODE

In an effort to increase school spirit and celebrate student involvement in Bishop Grimes activities, students may choose to wear any Bishop Grimes club, Bishop Grimes sport, or Bishop Grimes school-sanctioned top with dress code pants or skirt. Bishop Grimes or BG must appear on the shirt. Homemade shirts are not acceptable. Cobra Pride Days are listed in the school calendar online. Students will not be charged to participate in Cobra Pride Days.

DRESS DOWN DAY/NON-UNIFORM DAY DRESS CODE

On dress down days, students may pay for the opportunity to wear appropriate clothes of their own choosing. These clothes must not have inappropriate slogans, language, or depictions on them. All clothes must be generously fitting and be in good repair. Young men are not to wear sleeveless t-shirts. Young women's dress and blouse tops must have straps that are two finger tips wide (at least 1") or greater. Jeans, pants, athletic warm ups, Capris, and a skirt or dress at least to the end of the fingertips are acceptable. Shorts (not cut-offs or slits) to the ends of the fingertips are allowed in the months of September, October, May, and June. Students may not wear sandals, flip flops, open-backed, beach shoes, or slipper-type shoes. Rules associated with grooming in the normal student dress code, i.e., hats, head scarves, sunglasses, jewelry, and shaving still apply on dress down days.

Students are expected to display modesty, decency, and good taste on dress down days. Clothing is not to be distracting to the student population. For example, shirts containing vulgar language, illegal activities, un-Christian messages, inappropriate depictions, or encourages the use of controlled substances; visible undergarments; clothing with rips, tears, or holes; bare midriffs; cleavage; and backless or sleeveless tops are not acceptable attire. Form-fitting or tight pants (skinny jeans, leggings, yoga pants) may be worn with an appropriate top that extends to the student's fingertips while standing. Interpretations of modesty, decency, and good taste are left to the discretion of the disciplinary deans and administration.

Students are required to pay for the privilege of dressing down during homeroom or upon late arrival to school in the Attendance Office. Every effort should be made to have the exact amount for a dress down day rather than large bills that cannot be given change. If a student does not pay for a dress down day and is found to be in dress down day clothes at any point in the day, he/she will be treated as though he/she is out of dress code and will face the appropriate consequences.

GRIMES DAY DRESS CODE

Students must wear their school uniform or DRESS UP on Grimes Day. Students who choose to wear their uniform must follow the regular dress code guidelines. Shorts are NOT to be worn on Grimes Day. If a student chooses to dress up these guidelines must be followed:

YOUNG MEN: dress pants, dress shirt (must be tucked in with a belt), dress polo shirt, ties and suit jackets are optional but strongly encouraged, and dress shoes with socks. Sneakers are NOT to be worn on Grimes Day. No hats of any kind, no denim/jeans of any kind, no t-shirts, and no cargo pants are to be worn.

YOUNG WOMEN: dress pants, skirt or dress of fingertip length, and blouses (only top 1-2 buttons may be unbuttoned). Dress and blouse tops must have straps that are two finger tips wide (at least 1") or greater. Cleavage must be completely covered. Clothing must be of a modest fit and length. Undergarments are NOT to be visible when standing, sitting, or bending. No rompers or tight-fitting clothes are to be worn. Dress shoes are to be worn. Heels must be no greater than 2 inches and must strap to the foot. Safety while climbing stairs and bleachers should be considered. Sneakers, flip-flops, Crocs, Ugg boots, beach shoes, and slippers are NOT to be worn on Grimes Day.

Final decisions concerning the Bishop Grimes dress code are at the sole discretion of the administration or deans.

School Code of Conduct

Policies, procedures, and rules which are disregarded will lead to disciplinary referral, home phone calls, detention, removal from various activities, restricted privileges, and possible suspension or dismissal from the Bishop Grimes community.

Basic Expectations for Class Conduct

- ✓ The most common ingredient for success is RESPECT and COURTESY towards the teacher, student, and material.
- ✓ Students come to class on-time and prepared with appropriate materials.
- ✓ Students sit in assigned seats and will raise hands for permission to speak.
- ✓ Students turn in classwork and homework. Students remain focused and attentive during class.
- ✓ Students remain in class unless there is an extreme emergency.
- ✓ Food and drinks (unless the student has a medical reason) are not allowed outside of the cafeteria.

Basic Expectations for School/Hallway Conduct

- ✓ There is no running, pushing, "dunking," fighting, or horseplay. Students are to keep their hands, feet, and belongings to themselves.
- ✓ Students must use hall passes at all times if they are out of the classroom during class time. Students MUST use the passes provided in the planner in order to use the restroom. The standard restroom pass is issued for a maximum of five minutes.
- ✓ Students will report to their assigned class, including Study Hall, before asking to go to another teacher or office. The classroom teacher must give the student a pass to go to the requested location. If a student does not have a pass to go to an office or classroom from another teacher, the student will be sent immediately back to class.
- ✓ Three minutes are allotted for passing periods between classes.
- ✓ Students are not to yell in classrooms, hallways, cafeteria, or anywhere in the building. Profanity; curse words; vulgar and sexually-explicit language, gestures, and actions are not permitted. Use of such language, gestures, and actions will result in disciplinary actions.
- ✓ Students walk in a single file on the right side of hallways and stairways.

Homework

- ✓ Homework is often given as a complement to classroom instruction. It is a mandatory supplement to classroom work.
- ✓ All students are expected to complete outside reading assignments for their English classes in addition to their nightly assignments.
- ✓ Students are expected to use their planner on a daily basis and to use it as a communication tool between parents and the school.
- ✓ It is each student's responsibility to:
 - Know and write down daily assignments.
 - Seek extra help when necessary.
 - Complete assignments on time and bring them to school each day.
 - Understand that they must obtain and makeup homework if absent.
 - Keep up homework for review at test taking time.
 - Plan time for homework wisely.
 - Understand the difference between doing one's homework and copying from others or having other people complete one's work.

Language

Inappropriate language, such as cursing, swearing, using profanity, ethnic, racial, or gender slurs, sexually connotative/explicit words or derogatory statements, is not tolerated. Such language not only disrupts the educational environment but is also disrespectful and inciting. Students using inappropriate language will be subject to disciplinary action, which may include in-school and out-of-school suspension.

Textbook/School Supplies

All grade level staff members have composed a list of school supplies for their grade. Students are expected to come to school prepared with this supplies on a daily basis unless otherwise directed.

All students will be given textbooks that are owned by the school for the use of the student. Textbooks are registered to the students by their teachers at the start of the school year. All textbooks must be returned in June in the same condition as they were received. Lost, damaged, or vandalized books must be paid for by the student's family.

Cafeteria Expectations

- ✓ Students are required to remain in school during the lunch period.
- ✓ Students are not permitted to order food from an outside source and have it delivered to school.
- ✓ Students are to proceed to their lunch table in an orderly manner. Students are expected to sit at their table and not table-hop throughout lunch.
- ✓ Students are to speak respectfully and remain in single-file lines while going through the cafeteria lines.
- ✓ Book bags are not permitted in the cafeteria line. Shoplifting in the cafeteria line will result in disciplinary action.
- ✓ Students are to pause for prayer and listen to announcements when instructed to do so.
- ✓ Poor table manners and poor behavior will not be tolerated during lunches.
- ✓ Inappropriate behavior will result in the loss of cafeteria privileges.
- ✓ When finished eating, students will clean up their table and around their area. Students are expected to clear their table, push in chairs, and dispose of trash and recyclables appropriately. Failure to do so will result in the student helping to clean the cafeteria after lunch.
- ✓ Food and drinks are not permitted to leave the cafeteria.

School Phone Use

The school phone is to be used for emergencies only. Students may not use the phone to make calls about homework, books, clothes left at home, permission to go to another student's home, etc.

Student Cell Phones & Electronic Devices

Use of electronic devices are prohibited in the classroom, including Study Hall, unless explicit permission is granted by the classroom teacher for educational purposes only. The use of electronic devices may be permitted in the hallways between classes during passing times and in the cafeteria during lunch periods. Headphones and/or earbuds are not to be visible in the classroom. Students wearing headphones in the hallway must leave one ear "unplugged" for safety purposes. All electronic devices, including cell phones, portable music players, and smart watches, must be turned off and placed in the classroom's cell phone caddy. The electronic device policy will be strictly enforced by all.

Photographing/Filming/Recording

Students are strictly forbidden from taking digital photographs, video, or recordings of any other student, staff member, or visitor on school grounds unless the photo or filming is part of a school assignment and is supervised by a faculty member. Students working on an assignment will be given a specific ID tag by the supervising teacher to be easily identified and must wear this ID while taking photos, videos, or recordings for the assignment. Any student violating this policy will be reported immediately and face disciplinary action.

Care of School Building and Property

Students are expected to respect our school building as you would your own home and personal property.

1. It is the student's responsibility to keep desks clean, neat, and free of graffiti.
2. All writing is restricted to paper. Students are not to write on walls or desktops.
3. Parents/Guardians will be held responsible for any damages caused by their child(ren). This includes all costs of repairs or replacement of school property or the property of other students.
4. All BG community members are expected to help keep our school looking neat and clean.

Vandalism/Littering

Any damage to lockers, walls, bathrooms, desks, books, and other school property constitutes vandalism. Disciplinary action will be taken if a student commits an act of vandalism; financial restitution for the damage will be part of the disciplinary action. Littering is offensive to others, creates a negative environment, and creates unnecessary work for the custodial staff. A student found littering will be subject to disciplinary action. Please help keep our school clean!

Smoking/Tobacco Use

Smoking, the use of tobacco products, and e-cigarettes is not permitted in the school, on school grounds, or at school-sponsored trips or activities. Students caught smoking or in possession of tobacco products, e-cigarettes, or lighters will be subject to disciplinary action.

Substance and Alcohol Abuse

Any student found in possession of, under the influence of, using, consuming, sharing, selling, and/or distributing "illegal substances," designer drugs, counterfeit drugs, unauthorized use of prescription drugs or alcohol or drug paraphernalia in school, on school grounds, on a school bus, or at a school-related activity or event either on or off campus, will be suspended immediately for five (5) days. A Principal's Hearing and professional drug/alcohol assessment are required to determine if the student is able to return to school. A suspended student is not allowed on school property and may not participate in any school events or activities. This includes but is not limited to performances, sporting competitions, dances, graduation ceremony/ Baccalaureate Mass. The violation may also be reported to a law enforcement agency.

No student under the influence, or thought to be under the influence, of alcohol and/or "illegal substances" will be allowed in school or admitted to any extra-curricular event sponsored by the school.

"Illegal substances" include, but are not limited to, inhalants, marijuana, cocaine, LSD, PCS, amphetamines, barbiturates, ecstasy, heroin, steroids, any substances commonly referred to as designer drugs, look alike, synthetic drugs, and prescription or over-the-counter drugs when possession is unauthorized or such are inappropriately used or shared with others.

Firearms/Weapons

Weapons of any kind (e.g. firearms, knives, razors, or any type of a “destructive device”) are not to be brought on to school-owned property or housed in vehicles. Possession of such a device results in an automatic 5 day suspension and disciplinary hearing at which time the student’s continued enrollment at Bishop Grimes Jr. /Sr. High School will be determined.

A firearm is defined as: any weapon that will, or is designed to, or may readily be converted to, expel a projectile by the action of an explosive or propelling force from a spring, air, piston, or CO₂ cartridge; the frame or receiver of such weapon; any firearm muffler or silencer; or any destructive device (including a starter gun, air-gun, spring-gun).

Bullying/Cyber-bullying/Sexting/Sexual Harassment/Harassment

“Bullying” is the repeated and intentional act of threatening, stalking, or seeking to coerce or compel a person to do something: intentionally placing or attempting to place another person in fear of imminent physical injury; or engaging in verbal or physical conduct that threatens another with harm, including intimidation through the use of epithets or slurs involving race, ethnicity, national origin, religion, religious practices, gender, sexual orientation, age, or disability that substantially disrupts the education process, with or without a weapon. Bullying continues over time and involves an imbalance of power. Bullying may be physical, verbal, emotional, or electronic. Bullying of any kind will not be tolerated at Bishop Grimes Jr./Sr. High School and may result in disciplinary actions.

“Cyber bullying” means the repeated use of information technology, including, but not limited to, e-mail, instant message, social media, blogs, chat rooms, pagers, cell phones, and gaming systems, to deliberately harass, threaten, or intimidate others.

“Sexting” means sending, receiving, or forwarding sexually suggestive photos, text messages, or e-mails.

“Sexual Harassment” means any act or conduct that involves or affects the harassment of another based upon that person’s gender, including, but not limited to, inappropriate comments, jokes, name calling, innuendos, sexually offensive conversations, perpetuating or performing the unwelcome touching of another person’s clothes or person, bra snapping, mooning, streaking, shouting obscenities, teasing/threatening a student as a result his/her sexuality, whistling or other noises understood to be an unwelcome comment regarding another person’s gender, touching or grabbing, pressing one’s body against someone, blocking a person’s path, assault, or any other behavior that is intended to or has the reasonable effect of being offensive based on a person’s gender.

Harassment/Bullying is an intentional act that causes emotional harm by making statements (verbal, written, or electronically) or gestures which trouble, annoy, intimidate, or torment another person, or which subjects another person to physical contact or threatens bodily harm. Harassment/Bullying will not be tolerated in any form. All students are entitled to attend school in a safe environment conducive to learning.

Academic Integrity

High expectations are placed on students to achieve and be successful. By the time students reach the middle and secondary levels, they are keenly aware of competition among their peers. In addition to heavy class schedules, many students have jobs and are involved in sports or participate in after-school activities. This involvement may limit the time students have to spend on homework, class projects, or test preparation. Students searching for shortcuts may give in to the temptation of cheating or deception while others maintain their academic integrity or honesty.

All students encounter situations where cheating appears to be an attractive alternative. This section explains expected standards of academic integrity. Academic integrity or honesty refers to the proper decisions students should make when faced with the opportunities to cheat, copy, or represent the work of others as their own. We urge parents and students to read the section below and discuss the importance of choosing behaviors that enhance, not damage, one's academic integrity.

What are the benefits of academic honesty?

- ✓ It teaches students to manage, prioritize and organize tasks efficiently.
- ✓ It provides knowledge/skills that cannot be gained through cheating.
- ✓ It promotes self-confidence, self-esteem, pride, and life-long ethics.

When might a student's academic integrity be tested?

Example: Participating in group work

Displays academic integrity:

- ✓ Teacher assigns a group project and work reflects a group effort.
- ✓ A teacher assigns an individual project; several students work together and generate general ideas but each completes and submits an individual project.

Displays academic dishonesty:

- ✓ A teacher assigns an individual project; several students work together to complete the project, each making minor modifications so it looks like the work was individually done.

Example: Using resource materials to research a topic and prepare a report

Displays academic integrity:

- ✓ The student researches three (3) books and the encyclopedia, citing sources properly when using quotes.

Displays academic dishonesty:

- ✓ A student copies entire sections of the encyclopedia.
- ✓ A student gets five (5) books and copies sections from each to create the report without citing quotes or indicating references (see "Plagiarism" below).

Example: Getting help with work

Displays academic integrity:

- ✓ A student borrows another student's notes to prepare for a test.
- ✓ A student explains problems from a math class to another student.

Displays academic dishonesty:

- ✓ A student is having trouble with algebra. A parent, an older sibling, or a tutor does all the even numbered problems and the student does only the odd numbered problems.
- ✓ A student has to do a report in Social Studies and finds a report an older sibling did two years ago; the student uses most of the content of the old report for his/her report.
- ✓ A student gets home from practice late and tired; a parent does an art project due the next day.
- ✓ A student "loans" his homework to a friend to use.
- ✓ A student tells a friend in a later class what items are on the test.

Other Forms of Academic Dishonesty

- ✓ Copying stories directly from movies or television programs
- ✓ Turning in music lyrics as original poetry
- ✓ Copying segments of another's computer program or software file
- ✓ Submitting purchased written work as one's own (e.g. buying an essay online)
- ✓ Copying work to submit as one's own without the author's permission
- ✓ Using a "crib" or "cheat" sheet without the instructor's permission
- ✓ Downloading or copying/pasting internet material verbatim without citing the source
- ✓ Using a language translator or online translator

Plagiarism

According to Black's Law Dictionary, "plagiarism is the act of appropriating (taking) the literary composition of another, or parts of passages of his/her writings, or the idea or language of the same, and passing them off as the product of one's own mind." In other words, do not copy any word or idea, in part or in whole, from anyone. This includes works from the Internet.

Consequences of Plagiarism & Academic Dishonesty

Academic dishonesty and plagiarism are serious offenses with disciplinary consequences. If you are unclear about the proper method of documenting sources, you are urged to seek the help of a faculty member to ensure proper procedures.

Extra Help After School

Students are responsible for seeking extra help after school with their teachers. Teachers are typically available in their classrooms Monday, Wednesday, and Thursday until 3:20. Students should make arrangements to stay with a teacher at least one day in advance to ensure that the teacher is available.

Lost & Found

It is helpful for the school if all personal items such as clothing, books, sports equipment, lunch boxes/bags, etc. are clearly labeled in indelible ink. The school is not responsible for any personal items that a student brings to school. Items turned in to the office that are clearly marked will be returned to the student. Unmarked items will be placed in Lost & Found (located in the cafeteria and/or Main Office). Please check with the school secretary if you have lost something. Unclaimed items are donated to charity at the end of each month.

Guest Teachers

We are fortunate to have guest teachers as substitutes when our regular teachers are absent. A guest teacher deserves the highest courtesy and cooperation from students at all times. Students will receive disciplinary consequences from an administrator for any misbehavior with a guest teacher.
















First Aid and Illness

Only students who have been given a written pass may go to the Health Office. Students who are not feeling well may be allowed to lie down in the Health Office with the permission of the nurse. Students taking medication during school hours must have the proper documentation turned in to the school nurse. All medication must be kept in the Health Office.

Textbooks

Students are responsible for the care of all books issued to them. The condition of the book received will be marked on the inside cover as well as the student's name. Textbooks should be covered to protect them from damage. Students will be charged for lost or damaged books. Keep track of your books!

Follow all posted rules and stated policies, procedures, and regulations as detailed in the Student Planner and Bishop Grimes Jr./Sr. High School Handbook.

| Take PRIDE in yourself, others, and our campus. Cobra PRIDE is: | |
|--|--|
| P rofessionalism | <ul style="list-style-type: none">  Model positive behavior and acknowledge it in others  Arrive on time and be prepared  Dress appropriately |
| R espect | <ul style="list-style-type: none">  Be conscious of others' personal space and belongings  Use appropriate language, volume, and tone  Keep areas neat and clean |
| I nvolvement | <ul style="list-style-type: none">  Actively participate in academic, extracurricular, and community activities  Communicate problems and concerns to faculty and staff  Offer to help others |
| D iversity | <ul style="list-style-type: none">  "Seek first to understand, then to be understood."¹  Keep an open mind and be open to new ideas  Accept and value individuality |
| E xcellence | <ul style="list-style-type: none">  Strive for success  Think critically, creatively, and collaboratively to overcome challenges  Learn from your mistakes |

1. Taken from Stephen Covey's, *Seven Habits of Highly Effective People*



Bishop Grimes Jr. / Sr. High School Alma Mater

Joyfully we raise our chorus
In this song of praise to thee
All the years of life before us
You will live in memory.

Refrain:

Happy days and happy times
In our days at Bishop Grimes
Grateful hearts and grateful voices
Alma mater Bishop Grimes, Alma mater Bishop Grimes.

Though the trials of life surround us
Strong of heart and strong of soul
We will face the world around us
As we reach our cherished goals.

(Refrain)

