



# Parent/Student Handbook

## **St. Robert Catholic School Mission**

***St. Robert Catholic School provides a premier Catholic STREAM based education where students are immersed daily in their faith which empowers them to become the individual God created her/him to be.***

This handbook outlines the policies and procedures of St. Robert Catholic School for the 2025–2026 school year.

We ask that you read it together as a family so that everyone is familiar with its contents. After reviewing the handbook, please sign and return the acknowledgement form to confirm that you have read and understand the information.

We encourage you to keep this handbook in a convenient place for reference throughout the year. Thank you for partnering with us to provide a safe, faith-filled, and supportive learning environment for every child.

# Philosophy Statement

At St. Robert Catholic School, administration, faculty, and staff live our mission through these principles:

- **Serve with Joy** – Bring energy, enthusiasm, and a positive spirit to every interaction, using each moment to share Christ's joy with students, families, and colleagues.
- **Honor God and Others** – Treat every person with dignity and respect, modeling Christ-centered relationships through kindness, fairness, and reverence.
- **Inspire Excellence** – Strive for high standards in teaching and service, creating meaningful experiences and encouraging growth beyond expectations.
- **Nurture Growth** – Support spiritual, academic, and emotional growth by building strong relationships, offering guidance, and creating opportunities to learn and lead.
- **Exhibit Integrity** – Act with honesty, responsibility, and accountability so words and actions align with the mission of St. Robert Catholic School.

Students follow these same principles. At St. Robert, students:

- **Are Safe** – Keep themselves and others safe by making calm choices, walking quietly, and caring for spaces and belongings.
- **Are Honorable** – Show honor to God and others by speaking kindly, telling the truth, and respecting people, places, and things.
- **Are Independent** – Take responsibility by listening, following directions the first time, being prepared, and taking care of belongings and work.
- **Are Neighborly** – Include others, are polite and helpful, and treat everyone as they want to be treated.
- **Are Excellent** – Do their best in everything by working hard, using good manners, participating fully, and being role models for others.

# School Contact Information

## Staff 2025-26

School Address:

Phone:

Website:

6477 Ada Drive SEAda, Michigan 49301

616-455-4966

[www.strobertschoolada.org](http://www.strobertschoolada.org)

		Ext	Email Address
Principal	Mrs. Liz Peters	601	<a href="mailto:lpeters@strobertschoolada.org">lpeters@strobertschoolada.org</a>
School Office Coordinator	Ms. Taya Vermetti	600	<a href="mailto:tvermetti@strobertschoolada.org">tvermetti@strobertschoolada.org</a>
Business Manager	Mrs. Lois Jakubowski		<a href="mailto:ljakubowski@strobertschoolada.org">ljakubowski@strobertschoolada.org</a>
Facilities and Maintenance	Mr. Bill Ketchum		<a href="mailto:bketchum@strobertchurch.org">bketchum@strobertchurch.org</a>
Creative Development Coordinator	Mrs. Gen DeWildt		<a href="mailto:gdewildt@strobertschoolada.org">gdewildt@strobertschoolada.org</a>
School Counselor	Mrs. Julia McIntire		<a href="mailto:jmcintire@strobertschoolada.org">jmcintire@strobertschoolada.org</a>
Student Support	Mrs. Lisa Carlstrom		<a href="mailto:lcarlstrom@strobertschoolada.org">lcarlstrom@strobertschoolada.org</a>
Student Support	Mrs. Rachel Udy		<a href="mailto:rudu@strobertschoolada.org">rudu@strobertschoolada.org</a>
7th Homeroom/Math	Mr. Dan Morley		<a href="mailto:dmorley@strobertschoolada.org">dmorley@strobertschoolada.org</a>
5/6th Homeroom/ELA	Mrs. Paulette Bach		<a href="mailto:pbach@strobertschoolada.org">pbach@strobertschoolada.org</a>
4th Homeroom/S.S. Science	Mrs. Kylee Reid		<a href="mailto:kreid@strobertschoolada.org">kreid@strobertschoolada.org</a>
3rd Grade	Ms. Julia Schnapp		<a href="mailto:jschnapp@strobertschoolada.org">jschnapp@strobertschoolada.org</a>
2nd Grade	Miss Klarie Ojenus		<a href="mailto:kojenus@strobertschoolada.org">kojenus@strobertschoolada.org</a>
1st Grade	Miss Kiley Ward		<a href="mailto:kwward@strobertschoolada.org">kwward@strobertschoolada.org</a>
Kindergarten	Ms. Cindy O'Dell		<a href="mailto:codell@strobertschoolada.org">codell@strobertschoolada.org</a>
Young 5	Mrs. Lori Dinneweth		<a href="mailto:ldinneweth@strobertschoolada.org">ldinneweth@strobertschoolada.org</a>
P3 and P4	Mrs. Josie Hiltz		<a href="mailto:jhiltz@strobertschoolada.org">jhiltz@strobertschoolada.org</a>
Teaching Asst. - Y5's	Ms. Christine Schanta		<a href="mailto:cschanta@strobertschoolada.org">cschanta@strobertschoolada.org</a>
P3, P4 and Kindergarten Teacher Assistant	Mrs. Valerie Beatty		<a href="mailto:vbeatty@strobertschoolada.org">vbeatty@strobertschoolada.org</a>
Phys Ed	Mrs. Beth Russell		<a href="mailto:brussell@strobertschoolada.org">brussell@strobertschoolada.org</a>
Music	Mrs. Peggy Naber		<a href="mailto:pnaber@strobertschoolada.org">pnaber@strobertschoolada.org</a>
Art	Ms. Katie Ercolani		<a href="mailto:kercolani@strobertschoolada.org">kercolani@strobertschoolada.org</a>
Guitar	Mr. Steve Jakubowski		<a href="mailto:sjakubowski@strobertschoolada.org">sjakubowski@strobertschoolada.org</a>
AfterCare	Mrs. Jennifer Kohn		<a href="mailto:jkohn@strobertschoolada.org">jkohn@strobertschoolada.org</a>
Spanish	Mrs. Nancy Doyle		<a href="mailto:ndoyle@strobertschoolada.org">ndoyle@strobertschoolada.org</a>

### **Home and School Association Officers**

Susanna Franks - President  
Lean Wareck - Vice President  
Julie Gietzen - Secretary  
Chelsea Bossenbroek - Treasurer  
Suzanne Fuchs - Social Chair  
Kara Beveridge - Fundraising Chair  
Valentina Noto - Community Liaison  
Kristen Carpenter - Room Parent Coordinator  
Taya Vermetti - School Liaison  
Molly Reppuhn & JoAnn Fox - Parish Liaison

### **St. Robert School Board:**

Fr. Tony Russo - Pastor  
Beth Banta  
Jessie Beveridge  
Alyssa Boer - Secretary  
Conor Boland -  
A.J. Dufendach - President  
Lois Jakubowski  
Cathy Majestic  
AnneMarie Schieber  
Aaron Schmit  
Stacy Slomski  
Dr. Marsha Wharton  
Ted Wright

# **St. Robert Catholic School Handbook**

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# ACCREDITATION

St. Robert Catholic School is fully accredited through the Michigan Association of Nonpublic Schools Accrediting Association. The most recent accreditation occurs in September 2021.

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# ACADEMICS

The American Bishops teach that Catholic schools fulfill the four-fold purpose of Christian education:

1. Proclaim the Gospel message
2. Build Christian community
3. Participate in liturgical worship
4. Live a life of service to others

At St. Robert Catholic School, Christ is at the center of everything we do. We cultivate our students' faith and values while also developing their intellectual, social, and creative gifts. Our school environment is nurturing, and each student receives individual attention.

Core studies include Theology, STREAM (Science, Technology, Religion, Engineering, Art, and Math), English Language Arts, and Social Studies. Through our STREAM program—a project-based learning model—students explore real-world problems. Younger learners begin with simple, everyday challenges, and as they grow, they progress to community and global issues, exploring multiple solutions.

In addition to core studies, students participate in Art, Physical Education, Music, Library, Spanish, and Guitar, along with a variety of other educational experiences.

St. Robert Catholic School students pursue academic excellence in every grade and subject area.

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# ADMISSIONS

St. Robert Catholic School does not deny admission on the basis of race, color, religious affiliation, or ethnic origin.

The education of a child is a partnership between parents and the school. Parents have the right to withdraw their child, and the school administration reserves the right to require withdrawal of a student if, in the judgment of the administration, this partnership is irreparably broken.

## **Diocesan Admissions Policy Regarding Outstanding Tuition (Policy 3170):**

Families who have outstanding tuition balances at any Catholic school within the Diocese of Grand Rapids are not considered for admission to another Diocesan Catholic school until the balance is paid in full.



**Enrollment and Re-Enrollment**

Parents re-enroll their students each year, beginning in February.  
Preschool and Kindergarten registration begins in mid-January.

**Priority for registration:**

1. Currently enrolled students
  2. Siblings of enrolled students
  3. St. Robert of Newminster parishioners
  4. All others
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## **ATHLETIC PROGRAM AND EXTRACURRICULAR ACTIVITIES**

St. Robert Catholic School offers an organized sports program through the GRACEAC (Grand Rapids Area Catholic Elementary Athletic Council) league for students in grades K–8.

Students who participate in athletic activities representing St. Robert Catholic School demonstrate proper behavior and uphold all rules regarding eligibility, training, dress code, citizenship, and sportsmanship.

**Student athletes:**

- Show respect and obedience to coaches
- Maintain at least a “C” average in core academic classes (middle school)
- Demonstrate positive behavior on the field and in the classroom

**Athlete Responsibilities**

As a student-athlete at St. Robert Catholic School, you represent our school and our shared Catholic values. You are expected to:

- Conduct yourself in a Christian manner at all times, both on and off the field or court.
- Attend all practices and games with a positive and respectful attitude toward coaches and teammates.
  - Failure to attend practices or contests—or to engage with a respectful attitude—may affect playing time at the discretion of the coach.
- Maintain academic eligibility in accordance with the standards established by the St. Robert Catholic School Board of Directors.

- Refrain from misconduct and unsportsmanlike behavior.
    - Any penalties for misconduct must be reported by the coach to the Athletic Director immediately. The Athletic Director, in collaboration with the Principal and/or School Board of Directors, will determine appropriate disciplinary action.
  - Address any concerns directly with your coach. If the issue remains unresolved, your parent or guardian should contact the Athletic Director.
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## Parent Responsibilities

As a parent of a student-athlete at St. Robert Catholic School, you play a vital role in supporting your child and our athletic program. Parents are expected to:

- Attend games and conduct themselves in a manner that reflects the Christian values of our school community.
  - Ensure that your child attends **all** practices and games.
    - If your child must miss a practice or game, contact the coach in advance. The coach will determine whether the absence is excused or unexcused.
      - **Excused absences** include illness (when the student is home from school) and injury (that prevents participation).
      - **Unexcused absences** include vacations, non-school/Church functions, or participation in another sporting event or practice.
    - Repeated unexcused absences may impact your child's playing time.
  - Provide timely transportation for your child to and from practices and games.
    - Coaches will remain at the site until all athletes have been picked up, but please be prompt to ensure the safety of your child and respect for the coach's time.
  - Support the coaching staff by **not coaching your child** from the sidelines during practices or games.
    - If you have a concern or suggestion, please wait 24 hours before approaching the coach.
    - If the concern cannot be resolved with the coach, contact the Athletic Director.
  - Take responsibility for the conduct of any guests or spectators who attend games with you.
    - All spectators represent St. Robert Catholic School and are expected to demonstrate good sportsmanship and Christian behavior.
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## **Get Involved!**

We welcome and encourage parent involvement in our athletics program! If you are interested in coaching, assistant coaching, or serving as a team parent, please contact our Athletic Director, **Mr. Mitchell Gorham**.

Together, we strive to build a community of faith, teamwork, and excellence—on and off the field.

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## **Extracurricular Activities**

St. Robert Catholic School offers a variety of extracurricular activities, including:

- Scouting programs through St. Robert Catholic Church
- Enrichment activities offered throughout the school year, communicated via the school office and teacher newsletters

Parents who are interested in proposing a new extracurricular activity contact the school office.

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## **ATTENDANCE**

Parents call or email the school office before 9:00 a.m. prior to or on the day of the absence, or fill out the form in the school app that alerts the office. .

For students in grades 1–8, more than 10 absences result in a meeting with the principal to discuss options for credit and determine recommendations for the student's academic progress. The school considers whether absences are due to extenuating circumstances or are unexcused and responds using professional judgment.

## **Dismissals and Tardies**

- Parents avoid taking children out of school during the regular school day unless unavoidable.
  - When early dismissal or tardiness is necessary, parents notify the school.
  - Parents report to the office to sign out students if leaving before 3 pm.
  - Students in Y5 and Kindergarten arriving after 8 am report with their parent to the office before going to the classroom.
  - All other students arriving after 8 am go directly to their classroom and are marked tardy by the teacher.
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## AUXILIARY SERVICES

In cooperation with the Forest Hills Public School District, St. Robert Catholic School provides auxiliary services to qualifying students, including:

- Speech and language therapy
- Occupational therapy
- Hearing and vision screening

Parents who believe their child would benefit from these services contact the teacher or principal.

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## BASIC POLICY STATEMENT: SUPPORT FOR LEARNING DIFFERENCES

St. Robert Catholic School serves students with a normal range of learning differences whose needs require minimal adjustments to the instructional program.

The school does not provide direct special education services but coordinates with local public schools to arrange:

- Screening and diagnostic evaluation
- Development of an Adjusted Educational Plan (AEP), Individualized Education Plan (IEP), or Behavior Intervention Plan

Direct special education services are provided by the public school district in which the child resides, with input and support from St. Robert Catholic School.

Adjustments that allow a student access to the general curriculum—but do not lower academic standards or expectations—are provided individually when there is a documented learning need or disability.

Enrollment may be reconsidered if:

- Adequate resources are not available
- The student requires more than minimal adjustments
- The student seriously disrupts learning
- The student's behavior places others' safety at risk

In such cases, the school works with families to assist in finding appropriate alternative placements.

## **BIRTHDAYS**

Due to food allergies and medical concerns, treats are not allowed from home.

Families who wish to celebrate may donate a book, puzzle, or educational game to the classroom in the child's name.

Students with summer birthdays celebrate their half-birthday in school.

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## **CALENDAR**

An annual school calendar is sent to parents at the beginning of the year.

A master calendar with updates and changes is posted on the school website.

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## **CELL PHONES AND INTERNET-CONNECTED PERSONAL DEVICES**

The Diocese of Grand Rapids prohibits student use of cell phones and other internet-connected personal devices during the school day in all Catholic schools.

This includes, but is not limited to:

- Cell phones and smartphones
  - Smart watches
  - Smart glasses or contacts
  - Wireless internet-connected earbuds or ear devices
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## **CURRICULUM**

The Diocese of Grand Rapids establishes academic standards that define learner outcomes. Local school curriculum aligns with these diocesan standards.

The curriculum at St. Robert Catholic School encompasses all learning experiences—cognitive, physical, social, and emotional—and helps students grow in responsibility to God, self, family, church, community, country, and the world.

All instruction upholds the values, morals, and teachings of the Catholic Church and reflects the mission of the school.

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# CLOSING OF SCHOOL

## Weather-related Closings

St. Robert Catholic School generally follows Forest Hills Public Schools for weather-related closings. If FHPS closes due to snow, St. Robert also closes. The most reliable source of information is a closure notice specifically listing St. Robert Catholic School.

## Notification Methods

- WOOD TV8: Watch for our school name in the closure list.
- WOOD TV Text Alerts: Families can sign up through WOOD TV8.
- School App: Notifications for closings, delays, or emergencies are sent via the school app.

## Severe Weather During the School Day

If a tornado warning or other emergency occurs and dismissal is not safe, students shelter inside until the danger passes.

If a tornado watch is in effect, all after-school events and practices hosted by St. Robert Catholic School are canceled.

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# COMMUNICATIONS

## During the School Day

Parents may communicate with teachers or students by calling the school office (8:00 a.m.–3:30 p.m.) or leaving a voicemail.

## School News

- School-wide information is sent through the school app.
- Classroom updates come directly from classroom teachers. Teachers share their preferred communication method at the start of the year.

## Family Directory

A Family Directory is published each fall. Families may opt out of having their contact information included. Directory information is for school use only.

# DAILY SCHEDULE

## Arrival

- Students may enter the building at 7:45 a.m. and go directly to classrooms.
- Classes begin promptly at 8:00 a.m.
- Students are marked tardy at 8:01 a.m.

Students in Y5 and Kindergarten arriving after 8 a.m. report with their parent to the main office before going to the classroom.

All other students arriving after 8 a.m. go directly to class and are marked tardy.

Students arriving before 7:45 a.m. attend the Before Care program; a drop-in fee of \$25 per child is charged.

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## DAMAGE TO PERSONS AND PRIVATE PROPERTY

Students are responsible for damage caused to other people's property, school property, books, materials, or other items due to negligence or misbehavior. Families pay the replacement cost.

**Personal items such as electronics, toys, games, sports cards, iPods, and similar items may not be brought to school.**

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## DIGNITY POLICY / STUDENT AND EMPLOYEE

All students, staff members, and volunteers treat one another with dignity and respect at all times. Harassment of any kind is not tolerated.

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## DISCIPLINE

St. Robert Catholic School is a faith-filled learning community. Respect, cooperation, and virtuous behavior are essential. Discipline is formative, guiding students to develop self-control and make good choices based on Christian values.

The school and parents work together to:

- Teach respect and courtesy
- Help children understand the presence of Christ

- Create an atmosphere where learning and Christian living can flourish

Teachers have authority to use reasonable strategies to correct inappropriate behavior.

Parents are notified of significant concerns by phone or email.

Serious or ongoing disruptive or harmful behavior is referred to the principal.

#### Safety

If a student poses a safety risk to others, administration removes the student from the school setting and notifies parents immediately.

## DISMISSAL

Dismissal begins at 3:00 p.m. Parents call the office if there is an unforeseen emergency.

Due to licensing regulations and staffing ratios, students may attend Before/After Care only on registered days. If a student not enrolled in After Care is not picked up on time and must be placed in childcare, a \$50 fee is charged.

## EMERGENCY AND CRISIS PROCEDURES

#### Safety Drills

- 5 fire drills
- 3 lockdown (Shelter in Place) drills
- 2 tornado drills

All drills are documented, posted on the website, and reported to the county emergency management coordinator.

#### Relocation

If relocation is necessary, students evacuate to:

Primary Site: Parish Garage, 6477 Ada Dr SE, Ada, MI 49301.

If needed, students walk to Ada Congregational Church.

Parents are notified of relocation through the app and a follow-up phone call.

#### Procedures

- Fire: Alarm sounds. Teachers take “go bags” and lead students out silently to designated areas.
- Tornado: When a warning is issued, students move to shelter areas, sit on the floor with heads down, and remain until “all clear.”



- Lockdown: Teachers lock doors, turn off lights, close blinds, move students to a safe area, and remain silent until cleared.
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## **EMERGENCY MEDICAL PROCEDURES**

Parents are contacted immediately.

Doctors or ambulances are called if necessary. Seriously injured students remain in the care of the principal until a parent or emergency contact arrives.

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## **FEES**

- Registration: \$125 per student / \$250 per family – due at registration
  - School Supply Fee: \$30/student Y5–7 – due August 1
  - Technology Fee: \$50/student K–7 – due August 1
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## **FIELD TRIPS**

Field trips enrich classroom learning. Participation is a privilege.

Requirements:

- Signed permission slip
- Chaperones must be VIRTUS-trained and submit a Volunteer Driver Form if car is the method of transportation.

Chaperone Expectations:

- Follow teacher instructions
- Monitor student behavior
- Refrain from personal calls or buying treats
- Address safety immediately and report discipline issues to the teacher
- Refrain from purchasing items for any student

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## **GRIEVANCE PROCEDURE / COMPLAINTS**

Parents first speak with the teacher.

If unresolved, the matter goes to the principal, who may facilitate a joint meeting.

If it involves school policy, a written request may be submitted to the School Board at least 10 days before a meeting.

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## **GYMNASIUM**

Students must wear clean, dry, non-skid gym shoes. Students are not permitted in the gym without adult supervision.

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## **HARASSMENT AND TEASING**

All students, staff, and visitors must be treated with dignity and respect.

Harassment includes:

- Racially, sexually, or ethnically inappropriate behavior
- Inappropriate touching, gestures, or language
- Name-calling or disparaging remarks
- Obscene gestures or degrading actions
- Suggesting inappropriate or immoral activity
- Actions intended to cause shame or embarrassment

Social Media and Harassment

Inappropriate behavior via social media, even outside of school, results in consequences.

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## **HOLY DAYS**

When a Holy Day of Obligation falls on a school day, students and staff attend Mass together. Mass uniforms are required.

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## **HOMEWORK**

Teachers share their homework policies at the start of the year.  
Parents ensure homework is completed and contact teachers if issues arise.

Assignments may be requested by noon if a student is absent.

Parents monitor progress through the Infinite Campus Parent Portal.

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## **IMMUNIZATIONS**

All students must be immunized according to Michigan law.  
Documentation or waivers must be on file.

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## **INFINITE CAMPUS**

St. Robert Catholic School uses Infinite Campus for data management.  
Parents use the Parent Portal to monitor grades and progress.

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## **INSURANCE**

All students are covered under the school's accident insurance policy.

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## **KINDERGARTEN ENTRANCE REQUIREMENTS**

Children should be 5 years old by September 1.  
Birth certificate, immunizations, and proof of vision/hearing screening are required.

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## **LIBRARY**

Students may check out one book weekly.  
Lost or damaged books must be paid for.

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## **LITURGY**

Students in grades 3–7 plan and participate in weekly Mass.  
School liturgies take place on Wednesdays at 9:00 a.m.  
Parents are welcome.

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## **LOCKERS**

Students keep lockers neat and organized. Magnetic decorations are allowed.

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## **LOSS OF POWER, WATER, OR GAS**

The administrator determines if the building remains open. Parents are contacted if closure is necessary.

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## **LUNCH**

Parents provide lunch or use the Ordo Hot Lunch program (ordered online).

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## **LUNCHROOM RULES**

Students:

- Respect adults
  - Clean up
  - Avoid throwing food
  - Remain seated until dismissed
  - Maintain a moderate noise level
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## **MEDICATION**

Parents complete an Authorization for Medication Form and deliver medication to the office.

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## **MIGHTY SHEPHERD MONDAYS**

On the last Monday of each month, students may wear Mighty Shepherd spirit wear shirts with uniform bottoms.

A \$1 donation is requested.

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## **MISSING CHILD**

If a child is missing, staff immediately notify the administrator, search the building, call 911, and contact parents.

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## **NON-UNIFORM DAYS**

The first Friday of each month is a non-uniform day.

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## **PARENT/TEACHER CONFERENCES**

Conferences are held in fall and late winter. Additional conferences may be scheduled with prior notice.

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## **PARKING**

Use the parking lot near Door E. Follow posted traffic patterns.

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## **PARTIES / SOCIAL EVENTS**

Parties occur during the last hour of the school day. Invitations may be distributed at school only if the entire class is invited.

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## PESTICIDES

Parents are notified by email or newsletter whenever pesticides are applied.

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## RECESS

Students play outdoors daily unless the weather is severe.

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## REPORT CARDS

Issued four times per year for grades K–8 and twice for Young 5s and Preschool.

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## RESPONSIBILITY

Parents help students develop responsibility for homework, notes, and supplies.

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## ROOM PARENTS

Room Parents assist with class activities and events.

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## STUDENT ILLNESS AND MEDICAL NEEDS

**Fever:** Students must be fever-free for 24 hours without medication.

**Vomiting/Diarrhea:** Students must be symptom-free for 24 hours.

**Lice:** Parents are called for immediate pickup.

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## STUDENT PHOTOS

Photos may be used for newsletters, the website, yearbook, and marketing. Parents may opt out.

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## **STUDENTS WITH SPECIAL NEEDS**

St. Robert strives to meet student needs within available resources.

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## **STUDENT RECORDS**

Student records are confidential and maintained from enrollment through graduation.

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## **TESTING**

NWEA MAP testing:

- Grades 1–5: three times per year
  - Grades 6–8: two times per year
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## **VACATIONS**

Vacations during school time are discouraged. Missed work must be completed upon return.

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## **VISITORS**

Visitors sign in and wear a badge while in the building.

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## **VOICEMAIL**

Teachers have voicemail. Urgent messages go through the office.

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## **VOLUNTEERS**

Volunteers complete paperwork, VIRTUS training, and a background check.

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# WEAPONS

Weapons of any kind—real or play—are strictly prohibited.

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# St. Robert Catholic School Uniforms

**2025–2026**

Parents and teachers partner to uphold our school uniform code. Students arrive dressed in uniform each day. Families keep an extra set of clothes in backpacks for emergencies. All uniform items are purchased through Lands' End online.

## General Guidelines

- All shirts display the St. Robert logo (as shown on Lands' End).
- Shoes: Closed-toe, closed-heel (tennis shoes preferred).
- Socks or tights: White, grey, or black.
- Undershirts: White only.
- Leggings: Grey or black, worn only under skirts or dresses.
- Gym shoes must be worn on students' designated gym day. Students without proper footwear will be spectators during that class.

## Accessories

- Sweater: Grey or black with logo
- Fleece jacket/vest: Black with logo, ¼-zip or full-zip
- Tights/leggings: Plain grey or black, no patterns
- Shoes: No Crocs, sandals, or similar footwear

## Young 5s

- Uniform required.
- Pieces available under “Early Kindergarten” on Lands' End.
- May also wear elementary uniform items.

## **Elementary Uniforms (Grades K–4)**

### **Girls**

- Teal or black t-shirt dress
- Grey skirt
- Grey or black pants/shorts
- White or teal polo
- Grey/black sweater or black ¼/full-zip jacket
- Shorts under skirts/dresses; leggings (grey/black) only under skirts/dresses

### **Boys**

- Grey or black pants/shorts
- White, black, or teal polo
- Grey/black sweater or black ¼/full-zip jacket

## **Middle School Uniforms (Grades 5–8)**

### **Girls**

- Plaid skirt/skort
- Black or grey chino pants/shorts
- Teal, black, or white polo

### **Boys**

- Black or grey chino pants/shorts
- Teal, black, or white polo

## **Mass and Holy Day Uniform (Grades 2–6)**

### **Boys**

- Black or grey chino pants
- White oxford shirt (long/short sleeve)
- School plaid tie or solid black tie

### **Girls**

- Plaid or grey/black skirt/skort
- White oxford shirt (long/short sleeve)

**Mass uniforms are required on Holy Days and designated Mass days.**

## **Jewelry and Accessories**

### **Girls**

- Modest stud earrings only
- No nose piercings/rings
- One necklace, bracelet, ring, and watch allowed
- No wearable tech
- Nail polish: simple and subtle

### **Boys**

- No earrings or nose piercings
- One necklace, bracelet, ring, and watch allowed
- No wearable tech
- Nail polish not permitted

## **Hair**

- Hair is clean, neatly groomed, natural color.
- Hairstyles remain simple and non-distracting.
- Boys' hair stays above the collar and does not cover eyes or ears.

## **Non-Uniform Days**

**Students may wear modest, neat clothing.**

**Guidelines:**

- Cover midriff; no tight, baggy, ripped, or revealing clothing.
- No tank tops, hats, flip-flops, or inappropriate graphics.
- Hemlines: no shorter than 3 inches from the floor when kneeling.
- K–8 students wear tennis shoes; shorts recommended for PE.

## **Consequences**

1. First: Uniform notice sent home
2. Second: Parent phone call; correct clothing must be brought to school

**School staff make final decisions on appropriate attire and appearance.**

# Handbook Acknowledgment and Agreement

I acknowledge that I receive and read the St. Robert Catholic School Parent/Student Handbook. I understand and follow the policies and procedures it contains.

I understand that this handbook replaces all previous versions and any oral or written information that conflicts with its content. I also understand that the handbook may be updated or revised at any time at the sole discretion of St. Robert Catholic School administration.

I agree to follow—and to ensure my student follows—the policies and procedures in this handbook and in the [Diocese of Grand Rapids Catholic Schools Policy Manual](#).

I understand that my student's enrollment at St. Robert Catholic School depends on adherence to both this handbook and the diocesan manual.

Student Name(s): \_\_\_\_\_  
Parent/Guardian Name (Print): \_\_\_\_\_  
Parent/Guardian Signature: \_\_\_\_\_  
Date: \_\_\_\_\_