

Holy Cross School
5500 Paris Avenue
New Orleans, Louisiana 70122

Holy Cross School is fully accredited by the Louisiana State Department of Education and the Southern Association of Colleges and Schools as a college preparatory school for boys, grades 5-12.

Catholic School Policy

As a Catholic school, one of our primary focuses is on the faith development of our students. With this as a goal, the gospel values and teachings of our faith are integrated throughout the school curricula and programs. The religion program includes classroom instruction, prayer and worship opportunities, retreats and service programs, which articulate the unique Catholic identity of the school in the faith development of our students and the total school community. Therefore, it is essential that every student participate fully in the total program.

Nondiscrimination Policy

Holy Cross School is committed to providing equal educational opportunities for students of varied cultural, ethnic, and economic backgrounds. The school does not discriminate on the basis of race, color, or ethnic origins in admissions or in the administration of any of its policies or programs.

Contact Information

School telephone: 504-942-3100
Administration Fax: 504-286-5665
Admissions Fax: 504-284-3424
Guidance Fax: 504-284-5874
Finance: 504-286-5663

School Email Address: contacthc@holycrosstigers.com

Website: <http://www.holycrosstigers.com>

Unless otherwise posted, office hours are as follows:

Main Office: 7:30 a.m. - 3:30 p.m.; in summer 8 a.m. - 3:30 p.m.

Finance Office: 7:30 a.m. - 3:30 p.m.; in summer 8 a.m. - 3:30 p.m.

Most school offices open at 8 a.m. during the school year.

The rules set forth in this handbook may be amended.

MISSION AND PURPOSE OF HOLY CROSS SCHOOL

MISSION

Holy Cross School is an independent, Catholic, college preparatory middle school and high school founded in 1849 by the Congregation of Holy Cross to educate young men from metropolitan New Orleans.

“We can state in a word the kind of teaching we wish to impart. We do not want our students to be ignorant of anything they should know. To this end, we shall avoid no sacrifice. We shall always place education side by side with instruction; the mind will not be cultivated at the expense of the heart. While we prepare useful citizens for society, we shall likewise do our utmost to prepare citizens for eternal life.”

Father Basil Moreau
Founder of the Congregation of Holy Cross

SHARED VALUES

A Holy Cross education is a process which...

Engages the whole man: mind and heart, body and soul.

Challenges a young man to learn habits of the mind and habits of the heart:

The competence to see and the courage to act,
To think critically,
To make informed choices,
To take risks, and always,
To own the consequences of his actions.

Finds its best expression as service to others rendered by men with hope to bring.

Is guided by educators in the faith—parents, faculty, staff, and directors—empowered to build a community of the coming kingdom and is

Rooted in a family legacy, which nurtures trustworthy friends and lasting brothers.

VISION

Looking ahead, we see a school that is:

Regarded as one of the most unique in metropolitan New Orleans.

Willing to continually renew itself by seeking new ways to articulate these shared values through a sequential curriculum and a comprehensive activity program.

Known for the quality of parental participation.

Defining success in terms of the useful lives of its alumni.

The Holy Cross Man School Code

The Holy Cross Man is a refined gentleman who lives by Faith. Devoted to his soul's welfare, he reflects often on God. His daily actions are sanctified by prayer, the practice of virtue and manly piety. Since sanctity is his goal, he has a deep devotion to Our Lord, to Our Lady and to St. Joseph, patron of his school.

The Holy Cross Man is studious. He regards learning as a duty; intellectual perfection as an honor. He knows that his school is his training ground where he must mold himself into a useful man.

The Holy Cross Man is loyal to God and Country. Devotion to his school and his teachers is demonstrated by his cooperation, zeal, and spirit. He is a friend of all because he is a member of the Mystical Body of Christ.

In a word, he is a man of faith and honesty, of strength of character through self-mastery, of respect for the Christian family and lawful authority, of leadership in the pursuit of the true, the good and the beautiful - that is the HOLY CROSS MAN.

SCHOOL SONGS

Holy Cross We Hail Thee!

Holy Cross, we hail thee, tender, strong and true.
Proudly from thy tower gleams the gold and blue.
Glory's crown adorns thee, shining is thy fame.
And our hearts forever praise thy glorious name.
And our hearts forever praise thy glorious name.

Lift the cheering chorus, raise the banners high!
And proudly sing her praises upward to the sky.
Holy Cross, we hail thee, while the heavens proclaim
Thee and all thy glory, in everlasting fame.
Thee and all thy glory, in everlasting fame.

The Victory March

Rally, sons of Holy Cross.
Sing her glory, victory or loss.
Praise her gold and blue,
And cheer with voices true,
Rah! Rah! For Holy Cross!

We will fight in every game
Strong of heart and true to her name.
We will ne'er forget her
And we'll cheer her ever
Loyal to Holy Cross!

Cheer, cheer for old Holy Cross.
Cheer her in victory, cheer her in loss.
Send a volley cheer on high,
Shake down the thunder from the sky.
What though the odds be great or small,
Old Holy Cross will win over all.
While her loyal sons are marching
Onward to victory.

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EDUCATIONAL PROGRAM

Holy Cross School is a college preparatory school which welcomes and respects the uniqueness of each student. Students who accept the academic standards set by Holy Cross are offered challenging courses. Accordingly, the school has developed a choice of programs to promote learning that will allow the pupil to reach his highest potential. Growth in fundamental knowledge and practical experience is achieved through the retaining of basic skills. Holy Cross has a broad curriculum which offers honors and advanced placement courses to qualified students.

Holy Cross Service Project

The Holy Cross service project reflects the school's commitment to serve our community and society through our actions. Service is our obligation as Christians and members of the Holy Cross family. Dedication to serving the community is an integral part of the legacy of our founder, Fr. Basil Moreau. All students are required to perform service hours as part of his religious studies curriculum.

Campus Ministry

The campus ministry program provides meaningful religious experiences for students, faculty and staff. The program provides opportunities for prayer, reflection, and liturgy. Moreover, it offers students an opportunity for spiritual counseling and vocational decision making.

The campus ministry department coordinates school liturgies, times of prayer and reflection, and the Sacrament of Reconciliation. The program includes student retreats and service programs that articulate the unique Catholic identity of the school in the faith development of our students and the entire school community. Therefore, it is essential that every student participate fully in the program.

Prerequisites for Honors/Advanced Placement Courses

Departments reserve the right to set prerequisite standards, such as teacher recommendations and minimum grades in related classes, for admission to honors and advanced placement courses.

Special Needs Accommodation

Holy Cross School does not provide special education services or facilities. The school, its administration, faculty, and staff are only required to make minor adjustments in our education program to attempt to accommodate whatever special needs a student may have. The nature and extent of such minor adjustments is within the sole discretion of the middle school or high school principal. Should the principal determine at his or her own discretion that minor adjustments in Holy Cross' education program have not resulted in satisfactory accommodation of the program to the special needs of the student, and that it is in the best interest of both the school and the student that he be placed in a more appropriate learning environment, the principal may ask the parents to withdraw their son from Holy Cross and/or the student will be removed from rolls of the school and/or not allowed to re-enroll.

Middle School Program

Grades Five and Six

Religion
Mathematics
Language Arts
Science
Social Studies
Physical Education
Computer Education
Fine Arts or Instrumental Music*

Grade Seven

Religion
Mathematics or Pre-Algebra
Language Arts/Accelerated Language Arts
Science
Social Studies
Physical Education
Computer Education
Fine Arts or Instrumental Music*

Grade Eight

Religion
Pre-Algebra or Algebra I (H)
English or English I (H)
Earth Science
Social Studies

Computer Application/Speech Fundamentals
Physical Education
Instrumental Music*
Chorus*

**Elective*

High School Credit for Eighth Grade Courses

All eighth grade students receive high school credit for Computer Application, Speech Fundamentals, Earth Science, and where applicable, Algebra I (H) and English I (H). These courses are listed on the student's permanent high school record. They do not count in the 28 credits needed for high school graduation. They are not used to determine GPA or class rank in the high school.

High School Placement Test

All eighth grade students must take the high school placement test on the scheduled application day.

High School Curriculum

Freshman

Religious Studies
(including 15 service hours)
English I
Algebra I
Foreign Language I
World Geography
Physical Education
Fine Arts Magnet I
(*Art, Choral or Instrumental
Music, Drama*) OR
Fine Arts Survey

Freshman Honors

Religious Studies
(including 15 service hours)
English II H
Geometry H
Foreign Language I
World Geography
Physical Education
Fine Arts Magnet I
(*Art, Choral or Instrumental
Music, Drama*) OR
Fine Arts Survey

Sophomores

Religious Studies
(including 20 service hours)
English II
Geometry
Biology
Foreign Language II
Health/Physical Education
Computer App./Speech Fund.
or
World History
Fine Arts Magnet II
(*Art, Choral or Instrumental
Music, Drama*)

Juniors

Religious Studies
(including 25 service hours)
English III or Intermediate Comp.
Algebra II or Probability & Statistics
Chemistry
American History
Elective
Elective or
Fine Arts Magnet III
(*Art, Choral or Instrumental
Music, Drama*)

(Electives can be taken in full or half credit courses.)

Senior

Religious Studies
(including 30 service hours)
English IV or Intermediate Comp.
Adv. Math/Trigonometry or Probability & Statistics
Science Option
Civics
Elective
Elective or
Fine Arts Magnet IV
(*Art, Choral or Instrumental
Music, Drama*)

(Electives can be taken in full or half credit courses.)

Sophomores Honors

Religious Studies
(including 20 service hours)
English III H
Algebra II H
Biology H
Foreign Language II
Health/Physical Education
Computer App./Speech Fund.
or
World History
Fine Arts Magnet II
(*Art, Choral or Instrumental
Music, Drama*)

Junior Honors

Religious Studies
(including 25 service hours)
English IV H
Adv. Math/Trigonometry H
Chemistry H
American History H
Elective
Elective or
Fine Arts Magnet III
(*Art, Choral or Instrumental
Music, Drama*)

Senior Honors

Religious Studies
(including 30 service hours)
English V H
Calculus H
Physics H
Civics H
Elective
Elective or
Fine Arts Magnet IV
(*Art, Choral or Instrumental
Music, Drama*)

Graduation Requirements

The graduation requirements of Holy Cross School exceed the requirements of the Department of Education of the State of Louisiana. In order for a student to participate in graduation, he must earn a minimum of 28 credits, complete the Holy Cross service project, and meet all financial obligations to the school.

Any senior or eighth grader receiving failing grades on his final report card will be allowed to participate in graduation activities **as long as his required summer school credits do not exceed the total number of credits allowed for summer school make-up.** In this case, the student will receive his diploma upon successful completion of summer school.

High School Elective Offerings

Accounting	Environmental Science
Advanced Choir I, II	Geology
Advanced Foreign Language	Instrumental Music/Tiger Band
Art I, II, III, IV	Journalism I, II
Beginning/Intermediate Choir	Marketing/Intro to Business
Biology II H	Psychology
Computer Science I, II	Sports Medicine
Computer Systems/Networking	Twentieth Century History
Drafting & Design	World History
Drama I-IV	

Grades

The school's grading system, with quality points on the four-point scale, is as follows:

Letter Grade	Percentage Equivalent	Quality Points
A (Outstanding)	(90 - 100)	4.0
B (Good)	(83 - 89)	3.0
C (Satisfactory)	(76 - 82)	2.0
D (Minimum, below average)	(70 - 75)	1.0
F (Failure)	(below 70)	0
I (Incomplete)		

Honors courses and advanced placement courses are awarded an extra quality point for grades of "C" and above. The extra point is designated on the report card and in the determination of honors. Colleges and universities make their own determination about the inclusion of the extra point when they evaluate transcripts.

Course Credit and Report Cards

The scholastic year is divided into two semesters. At the end of each semester, a report card with the student's average in each course will be posted on-line. Final course grades will be determined by averaging the two semester grades.

In order to receive credit for a half-year course, a student must earn a grade of 70 or better for that semester.

In order to pass a full-year course, the average of the first and second semesters must be at least 70. Students who fail the first semester of a full-year course will still receive credit for the first semester if the average of the first semester and second semester is 70 or higher. If the student fails the second semester of a full-year course, he will not receive credit for that semester, regardless of his first semester grade. In order to pass a middle school course, the average of the first and second semesters must be at least 70.

Progress reports will be posted on-line. Parent-teacher conferences will be held at the midpoint of each semester.

Semester Examinations

Students are required to take semester exams for each course during regularly scheduled examination periods. A change of examination dates can be arranged **only with the permission of the principal**.

Honors and High Honors

The honor roll is published at the end of each semester. To qualify, a student must achieve a GPA of 3.0 or above for grades 5-8, and 3.2 or above for grades 9-12. For high honors a student must achieve a GPA of 3.5 or above in grades 5-12. To earn honors or high honors a student cannot have a grade below a "C" on his report card. Students who earn high honors for each semester will be awarded a scholastic monogram.

Graduation Honors

Honors bestowed at graduation for superior scholastic achievements are:

Summa Cum Laude:	4.0 and above cumulative GPA
Magna Cum Laude:	3.50 to 3.99 cumulative GPA
Cum Laude:	3.00 to 3.49 cumulative GPA

For graduation honors, a student must have successfully completed his senior year at the time of the graduation ceremony (no summer school remediation required).

Honors Curriculum and Honors Diploma

The Holy Cross honors diploma differs from graduation honors and recognizes the difficulty of curriculum rather than GPA. To receive the Holy Cross honors diploma, a student must take 50 percent of his total high school credits in honors or advanced placement courses. The honors program consists of a core honors/advanced placement curriculum, optional honors or AP courses, approved electives, plus the other courses required by Holy Cross and the state for high school graduation. Honors courses in Algebra I and English I are taken in eighth grade.

A student is invited into the honors program based on his past academic achievements and a sincere desire to reach his highest academic potential. An honors student is held to strict standards. To receive an honors diploma a student must take and pass the entire honors core curriculum for a total of 16 honors credits.

Valedictorian and Salutatorian

A student must attend Holy Cross for his four years of high school to qualify for either of these awards. These awards are based on cumulative GPA, courses taken, a satisfactory disciplinary record, leadership, and service to the community and school. Credits from Tiger Band will be excluded from GPA for the purpose of determining these honors.

Incomplete Grades

Incomplete grades indicate that required work has not been completed. Normally this occurs when a student has been absent for several days at the end of the grading period. "I" becomes a failing grade if the work is not completed within 10 school days, except in very exceptional circumstances and with the approval of the middle school or high school principal before the 10 day period expires.

Academic Work Missed

Students are responsible for contacting individual teachers in order to make up missed work. Make-ups or unfinished work should be completed within the schedule set by the teacher.

Academic Probation

A student who receives two semester grades of "F" in any one semester or whose grade point average falls below 1.50 is placed on academic probation. A student on academic probation must meet with his counselors on a regular basis.

Summer School

A student must remove all deficiencies incurred during the regular school year in Holy Cross summer school or a summer school that has been approved by the administration before he is considered for readmission. In a summer school session, no more than one-and-a-half units of credit may be made up by a high school student and two subjects by a middle school student. A student must attend summer school for the same course he failed.

Academic Disqualification

A high school student who fails more than one-and-a-half units of credit for the school year may not return to Holy Cross the following year.

A middle school student who fails more than two courses for the school year may not return to Holy Cross the following year.

Academic Residency

Once enrolled in high school, a student must take all high school credit courses at Holy Cross. No new high school credit will be accepted from any other institution without prior approval of the high school principal.

Release of Grades, Reports, Records, and Transcripts

In accordance with the Privacy Act, transcripts and student records can only be released at the written request of a student or graduate, or parent or guardian of the student or graduate.

A transcript request form is available in the registrar's office and on the website linked to the Counseling page . Students currently enrolled at Holy Cross School are not charged for the first four transcripts issued; all other transcripts cost \$5 each. The registrar normally sends transcripts within two working days of receiving the request and the fee.

Occasionally, the school receives requests from non-custodial parents to be sent copies of grades, reports, and transcripts. It is the school's practice to honor all such requests unless the custodial parent has supplied the school with a copy of a court order that specifically bars sending such materials to the non-custodial parent. If such an order or any other legal restriction exists, it is the custodial parent's responsibility to submit a copy thereof to the registrar and to the middle school or high school office.

Withholding of Diploma and Reports

The school reserves the right not to issue a diploma, transcripts, report card, or final report unless all financial obligations are settled and school property has been returned (e.g., tuition, fees, library books, uniforms, laptops, and accessories).

ADMISSIONS, REGISTRATION, FINANCES, TRANSPORTATION

Admissions and Registration

All prospective students applying for admission to Holy Cross School must submit the following to the Office of Admissions:

- An online application
- The most recent report card
- The previous two years of report card grades
- The previous two years of standardized test scores
(Scores have been traditionally accepted from the following: the Stanford Achievement Test (SAT), The TerraNova Test, the California Achievement Test (CAT), the Iowa Test of Basic Skills (ITBS), the Louisiana Educational Assessment Program (LEAP))
- A hand written essay
- A recent photo
- \$20 Application Fee

Applications for fifth through seventh grades are typically due in early December.

Eighth and ninth grade applicants follow the Office of Catholic Schools of the Archdiocese of New Orleans' application process. The archdiocese defines a date in November when a student is required to choose his school of first choice. In early January, prospective students attend an application day at their selected school where they will take the high school placement test.

All current Holy Cross seventh and eighth grade students must take the high school placement test on the scheduled application day.

Due to the highly selective admissions process at Holy Cross School...

...No applicants are allowed to repeat a grade upon entering Holy Cross.

...Holy Cross does not accept applications for students entering 10th through 12th Grade.

The director of admissions reviews all applications for admission. All decisions are made based on the records submitted and the personal interview with each student candidate.

Current Holy Cross students register for the following year in February.

A student is not registered and his position is not secured until the registration fee is paid and the online registration is completed and financial obligations are secured. The registration fee is NON-REFUNDABLE.

Academic Scholarships

A limited number of eighth and ninth grade students are awarded partial academic scholarships based on the high school placement test and report card GPAs. These are generally renewable if the recipient maintains at least a 3.5 grade point average and a satisfactory disciplinary record. Complete details of the program, including criteria for earning a scholarship, may be obtained from the finance office.

Moreau Scholarships

The board of directors created the Moreau Scholarship program in 1998. A limited number of Moreau scholarships are available to students entering ninth grade. The scholarships are targeted at young men who would benefit from a Holy Cross education but cannot afford it. The scholarship is renewable if the student makes satisfactory academic progress and maintains a good disciplinary record.

Finances

Tuition and Fees

The tuition and fees for the upcoming year are published in the spring.

A registration fee is charged to all students and is due February 5th for the upcoming school year. The registration fee is NON-REFUNDABLE. A student is not registered until the registration fee is paid and all the forms are correctly completed and returned to the school.

A comprehensive student fee is charged to all students. It covers the cost of required lab courses, standardized testing. The fee entitles all students to accident insurance, an athletic events pass, a student ID card, and a student yearbook. This fee is NON-REFUNDABLE after June 1.

A senior fee is charged to all seniors. The fee covers the cost of the, graduation, and year-end ceremonies. This fee is NON-REFUNDABLE after June 1.

An eighth grade fee is charged to all students in the eighth grade. It covers the cost of the graduation and year-end ceremonies. This fee is NON-REFUNDABLE after June 1.

A facilities fee is charged to all students. It provides for campus upkeep. This fee is NON-REFUNDABLE after June 1.

An archdiocesan fee is charged to all students. This fee covers the archdiocesan student assessment that is charged to the school by the archdiocese. This fee is NON-REFUNDABLE after June 1.

A student who drives a vehicle to school must register the vehicle with the dean of men. All vehicles must be registered.

A technology fee is charged to all students. This fee is assessed to all students to provide the infrastructure for campus wide technology, as well as, instructional technology. This fee is NON-REFUNDABLE after June 1.

A NON-REFUNDABLE bus registration fee is charged to all bus users and is due by February 5 for the following year's bus service. The bus registration fee is NON-REFUNDABLE. In addition, there is a transportation fee charged for all users.

Payment in Full and On Time

The financially responsible party must pay all tuition and fees in full to the school, or must fund the full and unpaid balance through the tuition loan program at First Bank and Trust, by May 21 for the following school year. Failure to pay in full by May 21 will result in a \$200 penalty payable to Holy Cross. The requirements of the tuition loan program follow.

Any tuition or fee amount that is unpaid, including any First Bank tuition loan program payment that is over 20 days past due, will result in immediate suspension of services to the student. (For the final payment in April the grace period is 15 days; the account must be paid in full by April 15 or services will be suspended.) The student will not be allowed to attend school or participate in any school program or activity (e.g., book days, exams, graduation exercises, sports) until the balance is paid in full. Days that are missed as a result of NON-PAYMENT will be counted as unexcused. If payment is made after the grace period, the school reserves the right to require that the payments be made by cash, certified check, cashier's check, or money order.

Tuition Loan Program

Parents may elect to finance tuition, comprehensive student fee, facilities fee, eighth grade fee, senior fee, technology fee, band fee, archdiocesan fee, and transportation fee through First Bank. In addition, the registration fee for the following school year will be added to the amount of the bank loan. If the student elects not to return for the following school year, the registration fee will be refunded only if the school is notified in writing before the registration date of February 5. After that date the registration fee is NON-REFUNDABLE.

Those who choose the option of financing tuition and fees through the First Bank tuition loan program are required to make loan payments on time. If First Bank cancels a student loan for non-payment (at 60 days past due), the entire balance must be paid with cash, certified check, cashier's check, or money order, and there is a \$200 penalty payable to Holy Cross. Students will not be allowed to return to class until the balance is paid in full.

Payments to the bank are due on the first of each month. If a bank loan is made prior to May 21, the loan can be paid off in equal installments over the 10 month period from July to April. If the bank loan is made in the period May 22-June 1, 10 percent of the total amount due must be paid directly to the school and the bank loan will be for 90 percent of the total amount, with nine bank payments beginning in August. If the bank loan is made in the period July 2-August 1, 20 percent of the total amount due must be paid directly to the school and the bank loan will be for 80 percent of the total amount, with eight bank payments beginning in September. If the bank loan is made in the period August 2-September 1, 30 percent of the total amount due must be paid directly to the school and the bank loan will be for 70 percent of the total amount, with seven bank payments beginning in October. First Bank will not issue loans after September 9. After September 9 the entire amount must be paid immediately to the school.

All bank loans must be completely paid by April 15 of the school year covered by the loan.

Obligation to Pay in the Event of Withdrawal or Dismissal

A student is admitted to Holy Cross with the understanding that he will remain for the entire academic year. A student who withdraws or is dismissed forfeits all fees and is charged tuition through the end of the semester in which he departs.

NSF Checks

There is a \$20 charge for any check returned by the bank due to insufficient funds. After a second NSF check, all future payments to the school may be required to be made by cash, certified check, cashier's check, or money order. The amount of the NSF check and the NSF check charge will be added to the student's account. Failure to reimburse the school for the NSF check and the \$20 charge may result in immediate suspension of services to the student.

Transportation

Bus Operation and Safety

All bus services begin operation on the first day of classes. The buses run every school day thereafter including special schedule and exam days. Holy Cross school buses are equipped with two-way radio communication with the school.

For the sake of safety, the following regulations are enforced on the school buses at all times:

- The bus driver has full authority on the bus and permission to seat the students as he/she sees fit.
- Students must be seated on the bus at all times.
- The bus is considered as an extension of the classroom. Any misconduct will result in disciplinary action. More serious misbehavior may result in suspension or expulsion from bus service usage as well as suspension and/or expulsion from school. Because the bus is an extension of the classroom, students are required to be in

full uniform while on the bus.

Parental Drop Off/Pickup

Students are to be dropped off on Paris Avenue. Students may be picked up in the same location at dismissal time.

Required Documents

All students are required to supply Holy Cross with a current physical and immunization record at Orientation each year. The required forms are available on the Holy Cross website each summer prior to return to school in August.

COUNSELING SERVICES

Counseling services at Holy Cross include academic, personal, and spiritual counseling. While there is a specific academic advisor assigned to each class level, students having personal difficulties may consult with another member of the counseling staff better suited or able to assist with a particular issue or problem. Spiritual counseling is provided through the campus ministry department. Holy Cross does not provide clinical counseling.

Parents have access to the counseling staff and are encouraged to consult with the director of guidance or the student's academic advisor. The counseling department sponsors various parental educational opportunities including a college information night and career week.

The academic advisors assist high school students in planning their class schedules and pay particular attention to students whose grades reflect poor academic performance. This guidance may be done in either group or individual sessions. At the freshman and sophomore levels emphasis is placed on the development of good study habits and skills. At the junior and senior levels emphasis is placed on college planning and career decision-making. Information about college scholarships, entrance requirements, and other pertinent materials may be available through the department. Additionally, throughout the school year, the senior academic advisor schedules visits from college admissions counselors. Students are encouraged to meet with these representatives.

REGULATIONS, DRESS CODE, CONDUCT, DISCIPLINE

Education cannot take place in the absence of good order. Holy Cross students are expected to conduct themselves as Christian gentlemen on and off the campus. Members of the faculty, administration, and staff must always be addressed in a polite, respectful manner. Great stress is put on good classroom behavior, since effective teaching is impossible without order and attention.

Attendance and Absenteeism

Punctual attendance at class is required by state law (Louisiana Bulletin 741:6.055.02) and is a required part of course credit. Students are expected to be present for all school obligations and to make appointments outside of school hours.

Custody

Because adult supervision is not available before 7:30 a.m. or after 3 p.m., the school cannot assume responsibility for students who arrive before 7:30 a.m. or stay past 3 p.m. (or 30 minutes after dismissal, on days of early dismissal), unless they are involved in a school-supervised or faculty-directed activity.

Attendance Documents

All signed tardy slips, parents' notes, doctors' notes or other documentation relating to attendance must be returned to the appropriate attendance officer prior to a student reporting to homeroom.

After an absence, the student will be issued an absentee slip to present to the teachers whose classes he missed.

Absence from School or Class

When a student is absent from school, two things are required: (1) a telephone call, and (2) a note.

(1) Parental Obligation to Report Absence by Phone

When a student is going to be absent from school or class for any reason, he is responsible for having a parent or guardian call the school at 504-942-3100 between 7-9 a.m. on the day of the absence to report the absence. If this procedure is not followed, the student will have to accept the disciplinary sanctions. Parents must call on the first day of absence and every day of absence thereafter.

(2) Written Verification of Absence

State law requires verification of an absence. When a student has been absent for any reason, a written explanation from a parent must be presented to the attendance office. The student must bring the note to the attendance office before reporting to homeroom on the day of his return. The note must be legible and must include the following:

- (a) Date of the written note
- (b) Date(s) of absence
- (c) Student's full name
- (d) Reason for absence
- (e) Parent or guardian's signature

Any student who is absent three or more consecutive days must present a doctor's note in order to be readmitted to class. A student who has been absent for any length of time due to a contagious illness must present a doctor's note giving clearance to return to school. It is the student's responsibility to obtain all required notes and to submit them to the attendance office before reporting to homeroom on the day of his return to school. The student will accept the disciplinary sanctions if he does not follow this procedure.

Late to School

To report tardiness, a student's parent or guardian must call the school at 504-942-3100.

A student arriving late to school, including "zero" period for band students, must report to the attendance office before going to class.

When it is foreseen that a student will arrive late to school, he must present to the attendance office at the time of arrival a written explanation from his parent or guardian. If a student is late because of a doctor's appointment, an appointment slip from the doctor is also required.

If the student is less than 15 minutes late, he will be issued a tardy slip to show to his teacher. If a student is more than 15 minutes late for his first class of the day, including "zero" period for band students, or comes to school after his first class of the day is over, he will be considered tardy to school as well as absent on that day for the classes concerned.

When a student is tardy to school seven times in a semester a detention will be issued. If a student is tardy to school 11 times in a semester a Saturday detention will be issued. Any additional tardiness will be considered a major infraction.

Late to Class

Students have five minutes to change classes. Any student not in class after five minutes will be considered late to class.

Leaving Campus During the School Day

No student may leave the school premises during the school day without approval from the attendance office. Normally such approval is granted only upon written request by the student's parent or guardian. The majority of off-campus approvals are given for medical or dental appointments. Students should make every effort to have such appointments scheduled outside school hours.

A student who knows he will have to leave campus during the school day—including those students whose parents will pick them up from school—must bring a written request, signed by the parent or guardian, to the attendance office before school begins on that day. It is the student's responsibility to turn in the parental note. A note for a medical appointment must include the name and phone number of the doctor.

The student will be issued a pass to be shown to his instructor at the time of departure. When a student returns to campus, he must report to the attendance office before going on to class and must return the pass with the appropriate signature verifying the appointment.

Illness During School

A student who becomes ill during the school day is to report to the attendance office. If a parent will be contacted, the phone call must be made from the attendance office. Permission to leave campus because of illness requires that the attendance officer speak with a parent or guardian. If the illness necessitates the student's leaving school, the parent or guardian must sign him out in the attendance office. A student who drives to school must have been given permission on the emergency release form in order to be allowed to drive home.

Student's Responsibility for Missed Work

Any student who misses class for any reason is responsible to contact the teacher promptly about missed work and to learn from the teacher the schedule for making up the missed work.

Absence due to School Activity

When a student misses class for an authorized school activity (e.g. community service, a field trip, or an athletic contest), that absence does not count toward the absence total. The student is accountable for prompt make-up work, however, precisely as if it were an excused absence. Make-up work for absence on school business will receive full credit if completed within the time designated by the student's teacher(s).

Permission Form for Trips

Academic enrichment, class trips, and community service often take place away from school. Written parental permission is required for any student to take part in such activities. There is a nonrefundable policy for ALL field trips and late fees.

Attending School Events on Absence Days

Any student who is absent from school on the day of a school event (athletic contest, dance, etc.) may NOT attend or participate in the event without explicit permission from the dean of men. A student must be in school at least two regular class periods in order to attend or participate. Disciplinary action will be taken with any student violating this policy.

School Excused Absence

School approved absences incur no disciplinary penalty. Make-up work for excused absences will receive credit if completed within the time designated by the student's teacher(s). Absences are excused only in cases of personal illness, severe illness or death in the family, or other situations with the approval of the dean of men or principal.

Unexcused Absence

Absences for reasons other than those given in the "excused absence" paragraph, such as family vacations and college visits, even with the permission of parents, are considered "unexcused." Teachers are not required to allow students to make-up any or all of the work, nor to give make-up tests, nor extend the time on assignments. Parents should realize that a student's grade might suffer because of unexcused absences. Any problem in this area should be discussed with the dean of men or principal.

Absence from class due to disciplinary action is an unexcused absence. Although a student may be serving his suspension at school, his absence from class is considered unexcused and he may not receive credit for his work.

Unexcused absences may incur disciplinary action such as a warning or probation. Repeated unexcused absences may result in suspension or expulsion. Intentional class cutting will be treated as a major disciplinary offense.

Loss of Credit for Excessive Absence

When a student misses more than six days (or the equivalent in class time) in any class per semester for any reason, he will receive an "F" in that class. The student will be required to attend summer school to make up credit for the failed class.

The dean of men will hear appeals from a student and this parents or guardians for reinstatement of credit. The student strengthens his appeal if doctors' notes were submitted after each absence to verify the legitimate nature of the absence. The dean of men and the principal together will approve or deny the appeal.

The attendance office is to be notified about serious illnesses or accidents so that the appropriate adjustments can be made. A student is cautioned not to use the six-day allotment and then expect leniency if a serious illness occurs.

Truancy

Any student who is away from school without a valid excuse or without parental consent is considered truant. A student who is truant will not receive credit for the work/tests he has missed. Truancy is an unexcused absence and a major disciplinary offense.

Dress and Appearance Code

The dress code is designed to enhance good order and provide a Holy Cross student with a neat and uniform appearance as well as identify him as a Holy Cross student. All clothing must be clean and free from tears.

Holy Cross reserves the right to rule on anything not included here that the school might rule to be unacceptable attire or appearance. The dean of men will make this decision. The penalty for violating the dress and appearance code is an administrative detention(s). In some cases, the student will be sent home. Missing class because of a dress code violation will be considered an unexcused absence.

Defacing the appearance of any item of the school uniform is prohibited. A student is required to have his name embroidered on his school polo shirts, sweatshirts, and jackets. Students are not allowed to add stickers or labels of any kind to any part of the school uniform.

Hair

Hair must be neat, clean, combed, and of moderate style and proportionate length and thickness in the front, back, and on the sides. It must be cut so that it cannot touch the collar of the uniform shirt, the ears, or the eyebrows. New wave, wedge, uneven cuts, excessive Afro, braids, fade lines, layered hair, shaved head, and spiked hair are examples of unconventional hairstyles that are not allowed. Hair must remain its natural color. Hair coloring, dyeing, highlighting, or bleaching is not allowed. A student whose hair is deemed inappropriate by the dean of men may be sent home.

Shaving

A student's face is to be clean shaven. Sideburns may not extend below the middle of the ear. A student who arrives for school unshaven will be required to shave at school and will be issued a detention.

Shirts

Students will wear Holy Cross uniform short-sleeve or long sleeve pin striped oxford shirt. Seniors and eighth graders may wear uniform class shirts. The shirttail must be tucked in; the belt should be easily visible from all directions. The uniform shirt, sweatshirt, and jacket must be monogrammed with one-inch block letters of First Initial, and Last Name in old gold thread in ALL CAPS. For special events and liturgical services, the Holy Cross necktie will be required. This necktie will be available in the Spirit Shop.

Wearing a Holy Cross uniform shirt identifies the student as a representative of Holy Cross and obligates him to have a neat personal appearance both on and off campus, even when he is not participating in a school-related activity.

The shirt must be fitted to the student's size. Shirts that are baggy or torn may not be worn.

8th Grade Center -- 8th grade students have the option to purchase special 8th grade shirts that the students are allowed to wear instead of or in addition to the navy/white button down. These shirts are embroidered with a school logo and the student's first initial and last name. Order forms for the 8th Grade shirts are distributed by the 8th grade moderator at the beginning of school and are given to the student's after Labor Day. 8th grade students must begin the school year with the navy/white button down.

Senior Shirts – 12th grade students will have a special uniform shirt that is voted upon by the class. The shirts are distributed to the students before that first day of school.

Ties – all students must have a Holy Cross tie. Ties are available for purchase in the Spirit Shop.

ALL STUDENTS ARE TO WEAR PIN STRIPE NAVY/WHITE BUTTON DOWN AND HOLY CROSS TIES ON LITURGY DAYS.

Undershirts

Only a plain, solid white undershirt may be worn under a uniform shirt, and the sleeves of the undershirt may not be visible.

Trousers / Shorts

All students are required to wear the plain front (unpleated), uncuffed khaki “874 work” trousers, plain front (unpleated) shorts made by Dickies, or the boys flat front slacks or shorts available at our online store. The pants must have conventional seams and pockets (two front pockets and two back pockets only). Pants or shorts with additional pockets, such as a cell phone pocket, are not allowed.

Trousers must be fitted to and worn on the waist, and they must be tailored to the correct length, just touching the top of the shoe. Pants that are baggy, have ragged edges, or are torn are not allowed.

The contents of a student’s pocket may not hang out of the pocket.

Belts

All students are required to wear khaki web belts with plain brass buckles.

Socks

A student is required to wear solid khaki or white crew length socks with the khaki trousers. A student who chooses to wear shorts is required to wear solid khaki or white socks with the shorts. With the shorts, white ankle socks are acceptable, but they must be solid white. Socks must be worn properly and cover the ankle at all times.

Shoes

Students in grades 5-7 are required to wear shoes that are solid black (including any and all trim, logos, and shoelaces) or the brown Dr. “Doc” Martens shoes Saxon Stanton 4 Eye Gibson or Saxon 5 Eye Shoe. Shoes may not extend above the ankle and must fully enclose the entire foot. Students in grades 8-12 are required to wear the brown Dr. “Doc” Martens shoes Saxon Stanton 4 Eye Gibson or Saxon 5 Eye Shoe. With the Dr. Martens shoes, the regular Dr. Martens shoelaces are required. Shoes must be in good repair and properly worn.

For Physical Education Classes

All students are required to wear the Holy Cross P.E. uniform. Athletic shoes and solid white athletic socks are required. First Initial and Last Name must appear on all P.E. uniform clothing

For Cooler Weather

Only Holy Cross uniform or current team sweatshirts and jackets may be worn as part of the school uniform. Holy Cross letterman jackets ordered through the school may be worn by the student awarded the jacket.

Hats

Hats or headbands of any kind may not be worn with the school uniform. In cooler weather, a Holy Cross knit hat may be worn outdoors only. Bandanas or headbands are not allowed to be worn on campus or at any school function.

Jewelry

The only visible jewelry allowed on campus or at school-related functions includes a watch and a Holy Cross senior ring. Neck chains, bracelets of any kind, earrings, studs, or anything used to maintain a hole in the earlobe or other parts of the body are prohibited at all times at school and school-related activities.

Tattoos

The school does not allow tattoos to be visible when a student is in a school uniform, a PE uniform, a team uniform or other clothing at school or any school-related function.

Unacceptable Garments

Students are prohibited from wearing to school or any school-related function any garment that advertises, promotes, or suggests in any way drugs, alcohol, tobacco, or any behavior contrary to the teachings of the Roman Catholic Church or the mission of Holy Cross School.

The dean of men will make the final decision concerning the appropriateness of grooming and dress at school and school-related activities.

Conduct

The “Holy Cross Man,” our school code, establishes a noble standard of life which every student is expected to follow and to model. Discipline at Holy Cross guides the students toward these ideals and creates an atmosphere in which hundreds of widely differing personalities can come together harmoniously while working individually toward personal and common goals.

Disrespect/Insubordination

Disrespect or insubordination, such as talking back to school employees, disrespectful language, or egregious disobedience, will not be tolerated at any time. Such conduct may result in serious disciplinary action.

Expected Classroom Behavior

Students are expected to adhere to the specific rules or directions given by individual teachers.

Code of Conduct for Students in Extracurricular Activities

Since participation in extracurricular activities is an integral part of the overall process of education at Holy Cross School, students are expected to model the values upon which the school stands.

The following are standards which all students are expected to follow:

- To represent his school, his family, and himself as a gentleman at all times.
- To show respect for his coaches, moderators, teammates, opponents, and officials.
- To work diligently toward maintaining high academic standards.
- To refrain from any abusive or profane language.
- To show true sportsmanship, whether a contest is won or lost.
- To take good care of his body by eating properly and refraining from the use of tobacco, alcohol, or any controlled substance.

Code of Conduct for Students Present at Holy Cross Events

Holy Cross students must always be conscious of the fact that they represent the school and should conduct themselves as Christian gentlemen. Good sportsmanship and conduct should be practiced at all times. Students should remember that violations of ordinary school rules become magnified when they are exhibited at a public event, whether at home or away. Holy Cross spectators are to cheer for their own teams, not against anyone else. Profanity, derogatory remarks, and the like have no place at any event in which Holy Cross takes part. Holy Cross students are expected to inform their guests (e.g., family members, friends, dates, etc.) as to what behavior is expected at all Holy Cross events.

Persons who do not abide by the rules of good sportsmanship and conduct will be asked to leave the event. Any Holy Cross student, who is asked to leave an event because of his behavior, must report to the dean of men immediately upon returning to school. Students of other schools, who are asked to leave a contest because of their behavior, will be referred to the proper authorities of their own school.

Conduct Outside School

Conduct on the streets, on buses, at athletic contests, and other school-related activities should reflect those values and Christian principles defined in the *Holy Cross Man*. Students are to respect property and rights of the neighbors of the School and the public at-large. Students are accountable for their actions on and off campus.

School Dance Attendance Policy

There is a “lock in” period for all Holy Cross dances. “Lock in” begins upon arrival. Neither students nor their dates will be admitted after the first hour has passed and may not leave until the beginning of the last hour of the dance. A student who arrives after the first hour will not be admitted and his parents will be called. Any exceptions to the “lock in” policy must be approved in advance by the director of student activities. Limousines may only be used as a method of transportation for the junior and senior proms.

Academic Dishonesty

Academic dishonesty will affect a student’s grades as well as have serious disciplinary repercussions. The following are examples of behavior considered dishonest by the Holy Cross community:

- Entering an academic testing situation with an unfair advantage, such as stealing materials or receiving stolen materials from another;
- Forgery;
- Giving or receiving answers to quizzes, tests, and examinations;
- Lending or copying a written assignment, in or out of class;
- Plagiarism;
- Violating testing procedures as defined by a teacher in an individual classroom.

Academic dishonesty is a serious matter that will result in a failing grade for the assignment as well as serious disciplinary action, such as suspension or, in the case of extreme or repeated academic dishonesty, expulsion.

Drugs/Alcohol

Holy Cross School has a “zero tolerance/no use” policy toward student use of drugs and alcohol. Any student, who manufactures, possesses, furnishes, uses or sells alcohol, narcotics, or any other illegal drugs, drug paraphernalia, or intoxicants at any time shall be subject to severe disciplinary action, including expulsion.

Whenever the headmaster, principal, or dean of men finds sufficient cause to believe that a student may be carrying or using alcohol or illegal substances, the school may search a student’s person, locker, and/or personal belongings (including schoolbag and vehicle.) The determination of sufficient cause shall be within the sole and exclusive province of the headmaster. Any student who refuses to cooperate fully in such a search shall be subject to immediate expulsion.

As circumstances warrant, the school may refrain from disciplinary action when a student voluntarily informs a school counselor or other school authority of drug or alcohol dependency. Such a case may be treated as a medical condition. In this event, the student may be required to attend alcohol and/or drug education programs as deemed appropriate by the school. Additional professional assessment, treatment, and testing may also be required for continued enrollment in the school.

Whenever the school finds sufficient cause to suspect possible drug or alcohol abuse by a student, the school may require that student to submit to monitored testing for drug and/or alcohol abuse. A student would be subjected to testing only on a “for cause” basis. A student’s teacher, counselor, or the dean of men may make a recommendation to the corresponding principal, and that principal may make a recommendation to the headmaster that a student be tested “for cause.” Decisions on such requests shall be within the sole and exclusive province of the headmaster.

After a first positive result any effort to rehabilitate the student and any additional testing shall be at the discretion of the headmaster, either in the exercise of his own independent judgment or on the recommendation of a teacher, counselor, dean of men, or principal.

The school alone shall select the provider of such testing as well as the time and place for each test. Such monitored tests may require the student to submit breath, urine, hair, and/or blood samples. Refusal to cooperate in such tests shall constitute grounds for immediate expulsion. Positive test results, depending on the amounts and types of intoxicants found, shall subject the tested student to severe disciplinary action, mandatory professional treatment and/or future required testing. In addition, if the student is allowed to remain at Holy Cross, the student's family shall be liable for the cost of that test and all mandatory treatment, as well as for the costs of all future tests ordered by the school, regardless of the results of future tests. A second positive result shall constitute grounds for immediate expulsion. All tests and results shall be the sole and exclusive property of Holy Cross School.

Tobacco

No student is allowed to possess, smoke, or use any kind of tobacco product on campus at any time or at any school-related function or while traveling to or from school or school-related functions.

Medication

A student needing to take any kind of medication, prescribed or commercially purchased, must bring the medication to the appropriate school office, where it will be stored for him. No medication is stocked or administered by the school. A student must not keep any kind of medication on his person or elsewhere on campus. The only exception is for a medical condition requiring the student to hold the medication, such as an asthma inhaler. The student then must have a note on file in the appropriate school office. Any medication kept in the school office must be in the original container with clearly defined directions and dosage. Any other arrangement for medication at school must have specific written approval from the principal.

Fighting

Fighting on campus or at a school-sponsored event will be treated as a major disciplinary offense.

Weapons and Dangerous Articles

Students may not bring articles into school that are hazardous to the safety of others or interfere with good order. Firearms, knives, matches, lighters, fireworks, or other dangerous articles are strictly forbidden on campus and at school functions. Students who bring these types of articles to school or school functions will have them confiscated and are subject to severe disciplinary action.

Threats to Self or Others

When a student makes a credible threat against himself or another person, the school will treat the threat as real. This is necessary in order to ensure the safety both of the person who makes the threat and of other persons in the community.

A student who makes such a threat to himself shall be placed on required medical leave immediately, until the school has obtained from the parent(s) or guardian(s) a doctor-documented medical evaluation assuring that the student is not a threat to himself or to other persons and may return to a classroom setting.

However, where there is a credible threat of impending serious harm to oneself or to others, the school may continue to require the student to remain on medical leave, regardless of evaluation reassurances or other outside efforts at reinstatement, in order to protect the community and/or the individual.

The school reserves the right to require ongoing professional counseling, and proof thereof, as a condition of returning to school, and continuing at school.

A student who makes a credible threat to other persons or property will be subject to disciplinary action, up to and including expulsion. Law enforcement authorities will be contacted as the school deems appropriate.

Harassment and Bullying

Holy Cross School strongly believes that all people have the right to function in an environment free of all forms of harassment, whether by students or employees of the school. Harassment, including sexual harassment, is prohibited by both state and federal law. The purpose of this policy is to assure that no form of harassment occurs at our school. This harassment policy includes, but is not limited to, harassment based on a person's race, gender, nationality, religion, physical or mental disability, or age.

Sexual harassment is defined as unwanted sexual advances, or visual, verbal or physical conduct of a sexual nature. Sexual harassment includes many forms of offensive behavior. The following is a partial list of types of behavior that could constitute sexual harassment:

- Requests for sexual favors, whether explicit or implicit, or unwanted sexual advances;
- Verbal harassment such as derogatory comments or slurs, comments about an individual's body; use of sexually degrading words; obscene or suggestive remarks or jokes; suggestive or offensive notes, letters or invitations;
- Physical harassment such as assault, impeding or blocking movement, or any physical interference or movement when directed at an individual;
- Visual forms of harassment, such as displaying derogatory posters, cartoons, or drawings that are offensive.

In keeping with policy, Holy Cross will not tolerate any kind of unlawful harassment, particularly sexual harassment by any student or employee. Anyone who is subjected to or witnesses possible harassment must immediately bring the incident to the attention of the counselor, principal, headmaster, or other member of the administration. The matter will be thoroughly investigated, and confidentiality will be maintained to the extent possible. After reviewing all the evidence, a determination will be made concerning whether reasonable grounds exist to believe that harassment has occurred. Appropriate action will be taken to remedy the matter.

Serious or repeated harassment will result in disciplinary action up to and including dismissal. Intentionally false and/or malicious accusations will also result in disciplinary action up to and including dismissal. If appropriate, harassment will be reported to the civil authorities.

Misrepresentation/Dishonesty

Deliberate misrepresentation, such as forging a parent's or guardian's signature on a note, altering a note in any way, making (or having someone else make) a phone call in which the caller falsely claims to be a parent or guardian is dishonest. Any such activity will be treated as a major disciplinary offense.

Property/Theft/Vandalism

Damage to the possessions of others, theft, vandalism, or damage to the property of Holy Cross or another school, is not tolerated and will be dealt with as a serious disciplinary problem, through restitution and other disciplinary action such as detention, probation, suspension, or expulsion. A student must pay the cost to repair or replace any school property that he has damaged or destroyed. In the case of accidental damage, such as breaking a window or school equipment, the student should make a report to the dean of men as soon as possible.

A student is to report to the dean of men any damage that he sees.

Book bags/Valuables

Book bags and laptops should not be left unattended anywhere on campus.

Violations of the Law

In addition to the specific items mentioned, the school prohibits students from any violations of civil ordinances or laws, such as curfew, theft, use of drugs or alcohol, and the possession or use of weapons. Violations of civil law may result in school disciplinary action, up to expulsion. This policy concerns behavior at school-related activities as well as activity unrelated to school.

Loitering on Campus, Off Campus, and at Other Schools

No loitering is allowed on the boardwalk before school, at lunch, or after school.

Loitering in the neighborhood and medians surrounding Holy Cross is not allowed.

No student is permitted to visit another school without permission from both principals. This also applies to days when Holy Cross does not have class and other schools are in session.

Motor Vehicles

Driving a motor vehicle to school is a privilege, and student drivers should be considerate of other drivers, neighbors, and pedestrians. Only students with a valid Louisiana driver's license are allowed to drive to school.

A student who drives to school must register his car with the dean of men at the beginning of the school year. If a student begins to drive to school later in the year, his car must be registered immediately.

Students may not park in any faculty/staff parking area.

Students are not allowed to remain in cars once they have arrived at school. Students are not permitted to go to their cars during the school day without the permission of the dean of men or the principal. Loud playing of vehicle radio/sound systems is not allowed on or around campus.

A student who violates the motor vehicle policy is subject to disciplinary action and may ultimately lose his driving privileges on campus. Illegal parking may also result in a vehicle being towed at the owner's expense.

A student driving a vehicle to school must register and receive a Holy Cross decal. Only cars with Holy Cross decals will be notified of any illegal parking. Failure to register the car may result in a major violation.

Dangerous Driving

A student found to be driving dangerously shall not be permitted to drive to school and may be suspended immediately for any seriously driving offense committed en route to or from the school or any school-sponsored activity. Because of the school's obligation to protect our children, any parent or guardian driving dangerously on or near school grounds, or to or from school or any school-related activity, may have his or her children suspended until the school is satisfied that this will not happen again.

Electronic Devices

A student is not allowed to have with him on campus or on a Holy Cross bus electronic equipment such as beepers, pagers, radios, tape players, CD players, headsets, video games, recorders, cameras, etc.

Wireless Communication Devices

The school requires that all cellular devices remain in the student's locker during the school day. Any electronic or wireless communication device that is seen or heard will be confiscated and turned over to the dean of men, and the student will face disciplinary action. In some cases the equipment will be returned only at a parent conference.

Expensive Items

Students are cautioned not to bring large amounts of money or expensive items, such as jewelry, cameras, watches, etc., to school. A student, not the school, is responsible for his personal items. Inappropriate items will be confiscated and given to the dean of men. Items can be claimed after school hours.

Gambling

Gambling of any type is a major disciplinary offense.

Littering

Students are required to place all refuse in proper receptacles. Students are also asked to help pick up the refuse left carelessly by others.

ID Cards

A student must carry his official student ID card at all times, including school-related activities. A student must also present and/or turn over his ID cards at the request of a member of the faculty, administration, or staff. A student may be denied admission to any activity if he does not have his ID card. If a student loses his ID card, he must report the loss to the dean of men and pay for a replacement.

Lost and Found

Lost and found is located in the main office.

Lockers

Assigned lockers are provided for safekeeping of personal belongings and school issued property. Lockers must be locked at all times. Failure to do so or changing assigned lockers may result in a major violation. The exterior and interior of the lockers are to remain clean at all times. An athletic locker may be issued for all team members. Only locks purchased from Holy Cross will be allowed, all others will be removed.

Textbooks

All textbooks must be covered. State texts must be in good condition or the student will be charged for them. The student's name must be written in the book.

Sales and Solicitations

All sales to or solicitation of students and faculty must be authorized by the middle school or high school principal.

Signs and Posters

Signs or posters may be displayed on campus only with the approval of the dean of men or the director of student activities. No tape is to be put on any painted surfaces or plastic glass. No party or personal announcements/posters may be displayed or distributed on campus. All spirit signs must display a homeroom number or club name; these are to be approved by the homeroom teacher or club sponsor.

Telephone Calls

A student is permitted to make telephone calls from the main office with administrative approval.

Messages and Deliveries

Messages will not be delivered to students during the school day. (Consideration will be given to emergency situations.) Parents may not deliver items to campus for students.

Areas for Lunch

The only defined area for eating lunch is the Tiger Café and the picnic tables under the oak trees. Food and drink are not allowed in any other areas of the buildings.

Disciplinary Sanctions

The responsibility for discipline in most situations lies with the faculty, whose good judgment helps ensure a good environment in the classroom. Faculty may refer disciplinary cases to the dean of men.

Teacher's Detention

A teacher may issue his or her own detention to penalize a student for classroom misconduct, for not being prepared for class, or for being tardy to class. A teacher's detention will be served at a time deemed appropriate by the teacher. Individual teachers determine the length of the detention.

A teacher's detention may be scheduled for the same day as the offense. When a student is issued a same-day teacher's detention, he has the opportunity at lunch to notify his parents that he has received a teacher's detention for that day and, if necessary, to arrange transportation. When a student is issued a same-day teacher's detention after his lunch period, he will be given the opportunity to contact his parents immediately after school to arrange transportation, if necessary.

Parents are advised to discuss with their son, in advance, the inconvenience that may be caused by same-day detentions. An important lesson learned in a same-day detention is that owning the consequences of one's actions sometimes affects other people in the student's life.

Administrative Detention

Administrative detentions will be scheduled after school on two Fridays each month. Administrative detentions are 90 minutes and may be issued for the following violations:

- Willful disobedience.
- Inappropriate language or behavior.
- Violations of the dress and appearance code.
- Excessive number of days tardy to school.
- Failure to follow attendance procedure.
- Loitering in or passage through restricted areas.
- Violations of the motor vehicle policy.
- Eating or drinking in unauthorized area.
- Littering.
- Possession of forbidden electronic devices.
- Failure to report to a teacher when required.

The penalty for not reporting to or misbehavior during an administrative detention will be a Saturday detention.

Major Offenses

The following are serious offenses and warrant stricter disciplinary sanctions including multiple administrative detentions, Saturday detention(s), suspension, or expulsion:

- Open defiance of school authority or disrespect to any member of the faculty, staff, or administration on or off campus.
- Disrespect or insubordination, such as talking back to school employees, disrespectful language, or egregious disobedience.
- Cruelty toward others: verbal, visual, physical, or sexual harassment, bullying, teasing, intimidation, racial slurs, threats, demeaning or damaging comments about others.
- Failure to report to detention when required.
- Fighting or instigating a fight.
- Unsportsmanlike conduct as a participant or spectator at an athletic event.

- Theft or being in possession of stolen articles, aiding and abetting any theft, or tampering with another person's belongings.
- Truancy from school or skipping one or more classes, or unexcused absence from part of a class period.
- Violations of the *Responsible Use Guidelines for Technology*.
- Leaving campus without the permission of the attendance officer.
- Misbehavior on a school bus.
- Vandalism or destruction of property belonging to the school or another person.
- Instances of academic dishonesty.
- Misrepresentation, forgery, or dishonesty.
- Possession or use of tobacco products on campus, at any school-related function, or while traveling to or from school or any school-related activity.
- Improper use of or dispensing of any medicine or prescription drugs to another person.
- Possession of drug paraphernalia or possession of or being under the influence of drugs or alcohol on campus or at any school-related activity.
- Use or possession of weapons or dangerous articles on campus or at school-related activities.
- Gambling.
- Unauthorized sales to or solicitation of students, faculty, or staff.
- Repeated violations of school policy.
- Failure to comply with the terms of probation.
- Any activity during school or outside of school which involves unlawful behavior. Law enforcement may be involved for any criminal activity on or off campus.
- Any conduct which disrupts the good order of the school, imperils the health and safety of students, jeopardizes the moral well-being and good name of either the students or the school, or which is contrary to the mission of Holy Cross School or the teachings of the Roman Catholic Church.

Saturday Detention

Saturday detentions are held on scheduled days from 8 a.m. to 10 a.m. A student serving Saturday detention must report to school in full school uniform and bring his P.E. uniform. Since a student may be doing manual labor on campus, he should bring shoes that are considered "work" shoes and not his best athletic shoes. Saturday detentions may be given for first time or repeated offenses.

Suspension

Suspension is the school's most serious form of warning, and may well be the final warning before expulsion. Suspension may be either short or long term and may be served either in school or out of school. During the period of suspension, the student may not attend classes and may not participate in or attend any school-related activities. A suspended student is required to complete and submit all the work assigned during the period of suspension, but he may not receive credit toward his grade.

In addition, a suspended student is placed on probation. A repeated similar offense or other major misconduct while on probation following a suspension may result in expulsion. Even after the probation ends, a further severe offense may result in expulsion. Suspension may be given for first time or repeated offenses.

Disciplinary Probation

Disciplinary probation is a formal response to egregious or repeated misconduct and may be given for first time or repeated offenses. Serious misconduct or repeated violations of school rules by a student on probation is likely to result in expulsion.

Student Expulsion

Expulsion is the permanent removal of a student from Holy Cross. Expulsion may result after a single major offense or a series of misbehaviors.

If a student is dismissed or is withdrawing from Holy Cross School, the dismissal must be initiated by Administration and the student must be signed out from Holy Cross by a parent or guardian at the time of withdrawal in the Registrar's Office. All Holy Cross property including, but not limited to laptop and accessories, state books, library books, sports uniforms and equipment, band uniforms, instruments, etc. must be returned before an official withdrawal is processed.

A student who withdraws or is dismissed forfeits all fees and is charged tuition through the end of the semester in which he departs.

Holy Cross School Technology Guidelines and Use Policy for 20010-2011 release 1.0

Responsible Use Guidelines for Technology

Technology education at Holy Cross aims to foster personal growth in technology, information gathering and communications skills. Students using Holy Cross computers have the opportunity to access the Internet. The purpose of these Responsible Use Guidelines is to foster the independent use of the school network, subject to procedures and standards for appropriate network behavior and communication. Holy Cross School reserves the right to monitor students' use of technology, including personal messages and the Internet usage. The following Responsible Use Guidelines apply to all users (faculty and students) when they access any school network connection. Violators of the Responsible Use Guidelines are subject to loss of access to technology or the Internet, and or other disciplinary action.

1. Independent use of the school network is necessary for students to pursue the educational goals of the School. Such use is subject to the procedures and standards for appropriate network behavior. Therefore the cooperation of all parties, including parents, is critical to ensure the appropriate use of technology.

Violations of these Responsible Use Guidelines will result in disciplinary action.
Consequences of network use violations include but are not limited to:

1. Suspension or revocation of network privileges;
 2. Suspension or revocation of computer access;
 3. School suspension or expulsion;
 4. Legal action and prosecution by the authorities.
2. Transferring copyrighted materials to or from any Holy Cross School network without the express consent of the copyright owner is a violation of federal law and is expressly prohibited.
 3. The use of the Internet is a privilege. The primary use of the network shall be reserved to those individuals who are utilizing materials that have a direct or indirect impact on the student's educational program at Holy Cross School. Network use for e-mail to friends, chatting, reading jokes, searching sport sites, farming out information on games, or other actions that are not directly or indirectly related to the School's curriculum are not of "educational value" and are not allowed.
 4. Any use of the system, including the Internet and e-mail, for defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, illegal or other prohibited material is not permitted. Use of the system to harass, defame, or offend is forbidden. Individuals are encouraged to report any such misuse of the system to the Director of Information Technology.
 5. All users must recognize that e-mail or network messages may contain thoughts, conclusions, and certain biased perceptions that were never intended for publication. There may be liability for defamation or spreading false and disparaging information about third parties, particularly comments on students, personnel applicants, or various vendors. Such use of the network is expressly prohibited.
 6. No personal or student information, which is protected by the Family Educational Rights and Privacy Act, shall be disseminated through the network.
 7. All users of the network must comply with the Electronic Communication Privacy Act (ECPA), Child Internet Protection Act (CIPA) and may need to comply with the Communications Decency Act (CDA). These Acts prohibit the unauthorized interception or disclosure of e-mail messages by third parties, and govern the appropriateness of certain material being remitted to the Internet. The ECPA does permit interception or disclosure if either the sender or the receiver of the communication consents.
 8. No student should ever give out his own, or someone else's name, address, or telephone number to strangers online or anywhere else.
 9. Users of the network recognize that the School does have the authority to intercept e-mail messages of all users and acknowledge that no privacy right is construed to exist in the network. The School Administration reserves the right to

monitor all accounts by any means whatsoever, with or without the user's knowledge, to determine that the network is being used for educational purposes and in compliance with these Guidelines.

10. Network users may never share their password with another person or allow another person to share their account. It is the user's responsibility to protect accounts from unauthorized use, including changing passwords periodically and using passwords that are not easily guessed. Students are not allowed to log onto another student's laptop or to use another student's login and password on their computer. Logging onto the network with another student's id and password or using another student's computer constitutes hacking and may result in expulsion from Holy Cross.
11. Any attempt, by any means, to circumvent system security, guess passwords, or in any way gain unauthorized access to local or network resources is forbidden. Violation of this policy will result in expulsion from Holy Cross.
12. Use of the Internet for commercial gain or profit is not allowed from the Holy Cross network.
13. Users may not move, open the case of, or reconfigure any computers. Users are financially responsible for any damage they cause to a computer or any segment of the network.
14. Students may not attempt to harm or destroy property of Holy Cross School, another user, or any other agencies or networks that are connected to the Internet. In addition to physical damage inflicted to equipment, this policy includes, but is not limited to, the uploading, downloading, or creation of computer viruses or other programs designed to damage computers, attempts to crash computers or networks, and attempts to bypass security arrangements and programs. Security on any computer system is a high priority because there are multiple users whose work is often the product of many hours of effort. Any student who identifies a security problem should notify the School at once, and must not demonstrate the problem to other users.
15. Holy Cross School makes no warranties of any kind, whether expressed or implied, for the services it is providing. The School will not be responsible for any damages suffered while using the system. These damages include, but are not limited to, loss of data as a result of delays, non-deliveries, mis-deliveries, or service interruptions caused by the system or your errors or omissions. Use of any information obtained via the information system is at a user's own risk. Holy Cross School is not responsible for the accuracy of any information obtained through electronic information resources.
16. Removable flash drives may be used at school only if they contain data or information for a class or project. Flash drives are not to have stored on them any type of program or material that would be considered in violation of school policies (examples include games, hacking software, tweaks, and music.)
17. Under no circumstances is a student to use a computer designated as a faculty or administrative staff member's computer nor should a teacher use a student's laptop. **There are no exceptions to this regulation.** Faculty members are not to use a student's computer for any reason.
18. Students are not allowed to use the school logos, Crest, or any other graphic that is specific to Holy Cross School without the permission of the Headmaster's office or the Director of Public Affairs.
19. Students should not publish or cause the publishing of material to the internet that in any way is offensive, inappropriate, or in any way may cause harm to Holy Cross or its faculty, staff or students. This includes but is not limited to material posted on personal websites, forums, or blogs.
20. Students are not allowed to use any Holy Cross School material, including information from the Holy Cross website on personal web spaces. (Example: Myspace, Facebook, etc..)

Specific guidelines for Holy Cross laptops issued to students

Each 5th-12th grade student will be issued a laptop sometime during the school year as part of an initiative to support educational programs through the use of technology. The laptops are the property of Holy Cross and are to be returned prior to final exams at the end of the school year. All fines for damage to the computer must be paid before students will be allowed to take their final exams. If a student who has been issued a laptop computer leaves the school for any reason, the laptop and all accessories are to be returned and any fines paid before a transcript will be issued for the students.

General:

The school requires that all laptops have an acceptable level of functionality. If, in the opinion of the Director of Technology, a student machine has been adversely affected as a result of personalization, by the loading of inappropriate software or if inappropriate material has been stored on the hard drive, the school will re-image the computer and return it to the state in which the computer was issued to the student.

- Laptops should be kept on a flat surface when powered up and should be properly shut down before closing the lid.
- Failure to shut down when closing the lid will cause the laptop to overheat and become damaged.
- The laptop should not be moved while powered up. The laptop hard drives are extremely delicate and any movement can cause failure.
- Under no circumstances should students walk around with their laptops on and screens open.
- Students should save all work on their network “U” drive on a regular basis. Additional instructions for this procedure and the synchronization of offline folders are available on the HC technology page of the website.

Laptop Cases:

- Each student will be issued a laptop case to store their laptop, spare battery, mouse, and power adapter. Students are not to store any other items in their laptop bags.
- Students should use their regular school backpacks to store all other school related materials.
- Students are not to alter the appearance of the laptop case in any way. This includes writing on the case, additional patches, or any other item that will alter the original condition in which the case was issued.
- Students are not to store their laptop in any other case than the one that was issued by the school.

Laptop Storage:

- Students should keep their laptop with them at all times. When this is not possible students should secure their laptop in their assigned locker. Students should make sure their laptop is powered off before storing.

Laptop Personalization & Software Installation:

- Students are not to personalize their laptops or install unauthorized software on their laptops. The addition of such material interferes with the efficient operation of the machine and is therefore affecting the efficacy of the use of the machine as an educational resource.

Laptop Power:

- Students are responsible for charging both of their laptop batteries at home each night. Power outlets will not be available in the classrooms. Students may use the school’s rapid charger during the day which requires 4 hours to charge the battery for a cost of \$5 per charge. There are a limited number of slots available and students will be served on a first come, first served basis. Particular care should be given to the power adapter and its storage. Wires wrapped too tightly can cause kinks and will result in a failed power brick.

Email:

- Students will be assigned a holycrosstigers.com email address. The use of the holycrosstigers.com email address must be used for educational purposes only. Students are not allowed to forward their other email accounts (hotmail, yahoo, etc.) to their holycrosstigers.com email address. The network will automatically monitor all emails for executables and messages carrying viruses. The use of a holycrosstigers.com email account is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. Under no circumstances are students allowed to send email blasts to the entire school or individual grade levels or special groups that are setup on the mail server.
- Students will be given limited storage for emails on the server and will be automatically warned when they near storage limits.

Audio:

- Because computer audio can be distracting and disruptive, the volume setting on the laptops should be completely turned off while students are on campus. Students may purchase headsets for classes that require audio.

Games:

- Games are strictly prohibited from being played on student laptops both on and off campus.

External storage devices:

- Students that are given laptops are not allowed to bring on campus thumb/flash drives or external storage devices. Students should save their homework on their hard drive or email themselves a copy of their homework. Students should save all work to their network drive.

Hacking:

- Unauthorized use, or attempts to circumvent or bypass the security mechanisms of the network may result in the expulsion of the student. This includes attempts to bypass the internet content filtering.

Printing:

- By using the network, students can print to any classroom printer, or to the library printers.
- Students should have their name on all material sent to a printer.
- Students should pick up all print outs within two hours of printing.
- Students are not to print to administration printers.

Student's Responsibility for Assignments:

- **Students should have their laptops available in and out of class and therefore are responsible for all assignments.**

Software:

- The technology department working with the faculty determines the software programs that are loaded on the student laptops. Therefore, students should not download and/or store on the laptop or network copyrighted materials and programs.

Peer-to-Peer Software:

- Use of peer-to-peer software is prohibited. This includes but not limited to Imesh, Morpheus, Kazaa, WinMx, Limewire, etc.

Lost/Stolen Laptop:

- In the event the student's laptop is lost or stolen while on campus the student should report it immediately to the Dean of Boys or Dean of Men. A parent or guardian will be required to come to school to complete necessary paperwork.
- In the event the laptop is stolen off campus the parent/guardian is required to file a police report immediately. **The parent/guardian must submit the following information to the school on the next business day: Police item number, Police officer's full name, address of police district office (street, city, zip), and telephone number of district office.**

Financial Responsibility for lost/stolen equipment:

- The parent(s) and/or guardian(s) are financially responsible for the replacement value of any and all equipment lost or stolen. Current replacement cost is \$1700 for the laptop and \$70 for the case plus reasonable attorney fees if the unpaid amount is turned over to an attorney for collection. Holy Cross maintains the right to change the replacement costs at any time. All current replacement costs will be posted on the HC website. Payment for lost/stolen equipment is due four weeks after reporting incident or prior to student taking exams for the semester, whichever occurs first.

Insurance:

- Parents may wish to secure third party insurance for the student's laptop. Should a claim become necessary, HC will provide parents with a report to file with their insurance company. However, the parent (s) and/or guardian are responsible for payment to HC for the lost/stolen laptop

Fee Assessment:

- Listed below is the price list for accidental damage to the computer. Payment is due at the time of service. Payment for damage may be made by check or credit card. Deliberate damage will result in the cost of repair plus disciplinary action taken by the Dean of Boys or Dean of Men.

Password Resets	\$ 5.00
Violation of Carrying Case Policy:	\$ 70.00
Re-imaging Charge	\$ 75.00
Damaged Screen	\$200.00
Damage/Lost Mouse	\$ 25.00
Damaged Keyboard	\$100.00
Damaged DVD burner/player	\$129.00
Damaged Memory Module	\$100.00
Damaged/lost power adapter	\$100.00
Damaged/lost battery	\$200.00
Damaged/lost hard drive	\$159.00
Major dents, cracks, or scratches that impair operation	\$30/hr labor plus cost of parts
Damage to mother board	\$30/hr labor plus cost of motherboard
Other Minor/Major Damage	\$30/hr labor plus cost of parts
Loss/Stolen laptop	\$1700.00

Student Computer/Internet Use Acknowledgment Form

No student shall be allowed to use school computers or the Internet until the student and parent/guardian have signed and returned this acknowledgment to the school.

Student:

I have read the Student Computer/Internet Use policy and agree to comply with it. I further understand that violation of the policy and/or rules may result in the revocation of computer privileges and may also be subject to further disciplinary and/or legal action.

Note: Students should check Edline for the latest version of this policy.

Signature of Student /Date

Signature

Date

PRINTED STUDENT NAME/GRADE:

_____ 5 6 7 8 9 10 11 12

Legal Parent/Guardian (for 5-12 students):

I have read the Student Computer/Internet Use policy. I understand that my son's use of school computers is subject to compliance with these rules. I further understand that violation of the policy and/or rules may result in the revocation of computer privileges and may also be subject to further disciplinary and/or legal action.

Signature of Parent/Guardian Date

Parent Signature

Date

GENERAL INFORMATION

EMERGENCIES/SAFETY/VISITORS

Accidents/Injuries

When a student has been injured, it is essential that the injured student is not moved and the nearest faculty member is immediately informed. A report will be made by the school in a timely fashion regarding any injured student.

Insurance

Every student is covered by limited accident insurance as furnished by the Archdiocese of New Orleans while in attendance at school and/or school activities and while traveling to and from school/activities.

Security

Holy Cross School is not immune to mischievous or criminal intent. All students are strongly urged to take a common-sense approach regarding personal security. Students are urged to report immediately any strangers or suspicious persons or activities on or near school property to the dean of men, principal, a teacher, or the school office.

Fire Drills

The school holds regular unannounced fire drills. A student should follow the directions posted in each classroom concerning the proper method of exiting the buildings. A student must always follow the direction of his teachers and leave the buildings in an orderly manner, with no talking or running.

Emergency/Crisis Management Plan

An emergency/crisis management plan has been adopted by the administration and board of directors to deal with potential dangers such as fire, violence, area flooding, etc. that might be encountered in the school setting. The plan provides for safety for students and staff. Part of the emergency plan provides for emergency student dismissal with parental permission at the time of an incident or through permission granted in advance on the emergency student release form completed at the start of school. In a school emergency appropriate information will be communicated through the media on WWL-TV Channel 4 and WWL Radio (870 AM and 105.1 FM).

School Closing

Holy Cross is part of the Archdiocesan Emergency Information System. In the case of an emergency, information will be forwarded to the Office of Catholic Schools on the decision to close or remain open. The decision will be announced on WWL-TV Channel 4 and WWL Radio (870 AM and 105.3 FM).

Child Abuse Reporting

All teachers, counselors, coaches, aides, and administrators of Holy Cross School who know or suspect that a child under the age of 18 is or has been the victim of child abuse must report this information to the child protective agency immediately in accordance with the Louisiana Child Abuse or Neglect Reporting Law (L.S.A., RS 14:403). Child abuse is not restricted to physical injuries. The following matters must be reported: physical injuries; indication of child neglect such as failure to provide food, clothing, or shelter, even when there is no physical injury; and indication of sexual abuse, sexual assault, or child molestation.

If a representative from the law enforcement or child protective agency requests to interview a student as the result of a report of suspected child abuse, the administration will permit such an interview to take place on the campus.

Automobiles

Each student must register his vehicle. Parental permission is required. Holy Cross School is not liable for any loss or damage to vehicles parked on or near campus, or for loss or damage to their contents.

Visitors

All visitors must register in the main office. Visitors are to conform to all Holy Cross rules while on the campus. Visitors who have not registered or who cannot adhere to school regulations will be asked to leave the campus. Any host student is responsible for ensuring that his visitors follow Holy Cross regulations.

Visitor Parking

All visitors must park in the designated visitor parking area located in the faculty and staff parking lot.

STUDENT ACTIVITIES

Student activities reflect and support the mission of Holy Cross and is an integral part of the educational program of the school. The student activities program assists participants in developing:

- Confidence, self-esteem and moral character;
- The social skills to interact effectively and cooperate with others;
- Self-discipline, sound work habits, and perseverance;
- An understanding of commitment, responsibility, and loyalty;
- An ability to control emotions and display good sportsmanship;
- The skills and knowledge necessary to compete successfully in a given activity or sport;
- An appreciation for health, physical conditioning, and lifetime recreation;
- An ability to keep sports competition and associated activities in the proper Christian perspective.

MIDDLE SCHOOL STUDENT ACTIVITIES

ART CLUB: Art Club is designed to encourage a talented art student to pursue his interest in art outside of the formal setting. It is not necessary to be enrolled in art in order to participate.

ATHLETICS: Holy Cross sponsors interscholastic teams in the following middle school sports: baseball, basketball, cross country, flag football, football, soccer, swimming, track, wrestling.

BENGAL BAND: Bengal Band is composed of middle school musicians of all ability levels from beginners to students with four or more years' experience. Bengal Band performs in concerts and festivals during the year.

BETA CLUB, MIDDLE SCHOOL: This is a nonprofit service/leadership/honor club that encourages students academically and promotes service to the school and community.

BOYS TO MEN CONNECTION: This program involves all grade levels. Through large and small group activities grade levels are paired to build community among the students. Using various spirit and academic events, students are able to build relationships and foster a spirit of brotherhood.

CHESS CLUB: The tiger chess club consists of middle school teams who compete throughout the school year with the Louisiana scholastic chess league. The students compete on teams as well as individually.

DRAMA CLUB: Holy Cross Center Stage is the school drama club. It allows any student to audition and participate in the semi-annual theatre productions. Participation includes all aspects of theatre production.

INTRAMURAL PROGRAM: Under the direction of the intramural moderator with the cooperation of the intramural coordinator, various sports and activities are held throughout the school year. Intramural points are awarded to each homeroom; these points are then tallied to determine a champion from each grade level.

KARATE CLUB: The club's purpose is to promote and enjoy karate as a sport, as well as a form of exercise and self-defense. This club participates in regional, state, and national competitions.

STUDENT COUNCIL: The middle school student council is the governing body for grades five through eight. Elected officers are the middle school president, spirit coordinator, communication coordinator, and intramural coordinator. All officers are elected at large. Each homeroom will also elect a senator and an alternate to serve as members of the council.

TIGER BAND: The highly acclaimed tiger band offers students the opportunity to participate in the marching, symphonic, pep, and/or liturgical band, brass and/or jazz ensemble, and attend regional and national music festivals. Eighth grade students are eligible to participate in Tiger Band.

TIGER CUB ATHLETIC CLUB (TCAC): Participation is the first goal of TCAC; a "no-cut" policy allows any middle school student to play in this in-school sports program regardless of ability. Teams that compete in the Metro Middle School League are created from the participants in the TCAC.

HIGH SCHOOL STUDENT ACTIVITIES

ART CLUB: Art club is designed to encourage talented art students to pursue their interest in art outside of the formal setting. It is not necessary to be enrolled in art in order to participate.

ATHLETICS: Tiger athletic teams are members of the Louisiana High School Athletic Association District 9-4A. The comprehensive student fee entitles each student to an athletic event pass that may be used for admittance to any district game. Holy Cross athletes compete in the following sports:

- Baseball** - 9th, JV, Varsity
- Basketball** - 9th, JV, Varsity
- Cross Country** - Jr. High, JV, Varsity
- Football** - 9th, JV, Varsity
- Golf** - Varsity
- Soccer** - 9th, JV, Varsity
- Swimming** - Jr. High, Varsity
- Tennis** - Varsity
- Track** - Jr. High, JV, Varsity
- Wrestling** - Jr. High, JV, Varsity

Lettering Policy: Varsity athletic awards are given in recognition of outstanding athletic achievement and service to the school, not as compensation for services rendered. If a varsity athlete meets the criteria published in the Holy Cross Athletic Handbook, an athletic "letter" will be awarded at the completion of his first qualifying year in a particular sport. Service bars are given to qualifying athletes each year thereafter. A certificate is also presented in recognition of earning the "letter" or service bar. Specific criteria for each sport are listed in the athletic handbook. In all cases, students must complete the season as a member of the team in order to letter. The head coach has the prerogative to issue or withhold a "letter" for extenuating circumstances with the approval of the athletic director.

BLUE CIRCLE: Blue circle is a spirit group, organized through the student council to promote spirit, pride and service. Membership is open to any student. Service is provided by the club to all school organizations who request

their assistance.

BOYS TO MEN CONNECTION: This program involves all grade levels. Through large and small group activities grade levels are paired to build community among the students. Using various spirit and academic events, students are able to build relationships and foster a spirit of brotherhood.

CAMPUS MINISTRY: Members provide leadership, foster and promote a spirit of Christ-centered fellowship, service, and discipleship. Holding food drives and helping to raise private aid for deserving individuals/groups are some of this club's activities.

CHEERLEADERS: The cheerleading team performs at school pep rallies, football and basketball games, and other special events. All high school students may try out for the team. The team also consists of female team members who are selected from local all-girl schools.

CHESS CLUB: The Chess Club consists of high school teams from the metropolitan area who compete throughout the year with the Louisiana Scholastic Chess League.

INTRAMURAL PROGRAM: Under the direction of the intramural moderator with the cooperation of the intramural coordinator, various sports and activities are held throughout the school year. Intramural points are awarded to each homeroom; these points are then tallied to determine a champion from each grade level.

KARATE CLUB: The club promotes karate as a sport, as well as a form of exercise and self-defense. It participates in numerous regional, state, and national competitions.

KEY CLUB: The Key Club is a service organization sponsored by a local Kiwanis Club. Members of Key Club develop initiative, leadership ability, and good citizenship practices. They go into the community and undertake various projects that benefit the entire community.

LITURGY COMMITTEE: This committee is open to students wishing to assist at school Masses.

MU ALPHA THETA: Mu Alpha Theta is an honor organization that promotes the enjoyment and understanding of, as well as scholarship in, mathematics. *Membership is gained by invitation on the basis of scholarship.*

NATIONAL ART HONOR SOCIETY: This society is a nationwide student organization for talented art students. Candidates for membership are reviewed in four areas: artistic work, service, character, and scholarship.

NATIONAL HONOR SOCIETY (NHS): The National Honor Society is an organization established to promote leadership, to stimulate a desire to render service, and to develop character in the students of secondary schools. The NHS is under the sponsorship and supervision of the NASSP (*National Association of Secondary School Principals*).

PROJECT F.U.R. (FIGHT URBAN RUNOFF): Project F.U.R. raises the level of public awareness about pollutants that enter Lake Pontchartrain through storm drains and sewers. Members participate in environmental service projects on campus and in the community.

QUIZ BOWL: A quick recall, academic game, the Quiz Bowl team is a select group of individuals who practice to prepare for this rapid response competition. Members compete against teams from other local schools.

ROBOTICS: The Robotics team is open to grades 5-12. The team will build a robot from scratch and compete against robots from schools around the country.

STUDENT COUNCIL: The Student Council is the governing body for grades nine through twelve. Elected offices consist of a student body president, a spirit coordinator, a communication coordinator, and an intramural coordinator; all officers are elected at-large. Students holding these offices must maintain a 1.5 GPA. Each homeroom will elect a senator and an alternate to serve as members of the council. On each grade level, a class president is elected along with members of an executive committee; they plan activities for the grade level only. Members of the executive committees also assist with spirit and intramural projects.

T.A.P. (*Tiger Awareness Program*): The Tiger Awareness Program is comprised of a small group of seniors who provide information to the student body and faculty regarding substance abuse and related topics. Students are selected on the basis of work ethic and discipline and academic records.

TIGER BAND: The acclaimed Tiger Band offers students the opportunity to participate in the marching band, symphonic band, jazz ensemble, pep band, brass ensemble, and/or liturgical band, and to attend regional and national music festivals.

VIDEO GAME CLUB: The Video game club is open to 5 – 12. The club discusses and competes in the latest games. All games are screened and approved through the club coordinators. The club sponsors school wide gaming tournaments throughout the year.