

# Saint Ignatius Summer Programs 2009

St. Ignatius College Preparatory • 2001 – 37th Avenue • San Francisco, CA 94116 • Phone (415) 731-7500 ext 288

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**Welcome to St. Ignatius Summer Programs!** This letter is sent to all registered students in the St. Ignatius Summer Academic Program for 7<sup>th</sup>, 8<sup>th</sup> or 9<sup>th</sup> grade students as of fall 2009. We look forward to meeting you and working with you this summer. The summer academic program will run from June 15 – July 17. Friday, July 3 will be the only school holiday.

**Schedule:** You will receive your academic schedule of classes on the first day of summer school. The regular school schedule is from 9:00 am to 12:00 noon. If you have registered for the optional Computer & Internet Skills1 class (8 – 8:50 am), your first class meeting will be on Tuesday, June 16.

**First day of school (students):** Please report to the Carlin Commons (school cafeteria) on the first day of summer school at 8:30 am. There will be a short assembly and you will receive your school schedule before heading off to your first period class.

**First day of school (parents):** Parents are invited (but not required) to join us in the Carlin Commons for the opening welcome. Coffee and tea will be provided for the parents. We also plan to have Wildcat Wear (sweatshirts, T-shirts, etc.) available for purchase in the Commons on the first day of school only. Payment can be made in cash, check, Visa or MasterCard.

**Early drop-off:** Free early drop-off is held from 8 – 8:55 am. There is no student supervision prior to 8 am. The teacher-supervised early drop-off area will be held in the Orradre Courtyard and/or in the Student Center. Look for signs posted in front of school for the exact location of early drop-off.

**Lunch:** Students may purchase a lunch in our student cafeteria (the Commons) or bring their own lunch. The Commons will be supervised free of charge between 12 noon and 1:00 pm. Students are advised that backpacks are not allowed in the lunch purchasing line.

**Dress Code:** While summer school dress is casual, students are expected to be clean and neat in their attire. Walking shorts (at or below the knee), jeans, athletic shoes, sandals and T-shirts are allowed. All clothing should be in good condition, modest and appropriate for a school environment. Tank tops or sleeveless shirts of any kind are not allowed. Plunging necklines are not allowed. T-shirts must not bear any images or words inappropriate for a school environment. No beards, mustaches or long sideburns are allowed. No visible piercings or tattoos are allowed. Students who do not follow the dress code or who are deemed to be inappropriately dressed will be assigned detention and/or asked to wear a shirt or pants provided by the Deans' office.

**Recess:** There will be a short recess every day during summer school. Students will go to the Commons for recess. You may bring your own snack from home or purchase snacks in the Commons during your recess time.

**Absences:** Parents and guardians are asked to please call the Summer School office at 415-731-7500 x288 before 8:30 am on the morning of the absence. Students must report to the Summer School office upon returning to school before reporting to their first class. Students must also bring a note from home explaining their absence.

**Tardies:** Students are expected to arrive on time to each class meeting. A tardy student must report to the Summer School office before reporting to class. Two (2) or more tardies in a week will result in detention. More than five (5) tardies may result in dismissal from summer school.

**Detention:** Students who are given detention will serve a 15 minute detention immediately after school on the day it is assigned. Students with detention are to report to the Summer School office. Detention usually involves picking up litter in the Commons, courtyard or in front of the school building.

**Tuition:** Tuition must be paid in full upon registration.

**Course Descriptions:** Students will receive a one-page course syllabus from each of their summer school teachers during the first week of school.

**Course Evaluations:** Students will receive a written evaluation of their work for each summer school course. These will be mailed home or emailed to the email on record at the close of summer school. Letter grades will not be assigned as this is an enrichment program and not intended to make-up for or substitute courses during the regular academic year.

**General School Policies:**

1. Students are expected to conduct themselves in a Christian manner in class. Students will demonstrate respect for themselves, their teachers and peers at all times. Fighting or behavior that is aggressive toward another student or school personnel will not be tolerated.
2. Students are expected to take personal responsibility for desks, classroom materials and equipment. Any destruction of school property will not be tolerated.
3. Students may **not** leave campus during school hours without the express permission of the Dean or Director of Summer Programs.
4. Knives, weapons of any kind, ipods, MP3 players and skateboards are prohibited. Students may not play with footballs, soccer balls etc. in front of the school building. These items will be confiscated if used improperly in front of or inside of the school. Cell phones are permitted as long as they are not used in the school building. Repeated use of a cell phone in the school building will result in the student being assigned detention. Students may receive and make calls, if necessary, during recess or lunch.
5. Students are not to use foul language.
6. Eating and chewing gum are not allowed within the school building.
7. Students may not congregate in the school hallway during recess and must go to the school cafeteria or gym foyer.
8. Students who are not registered for an afternoon camp must leave the school grounds by 1 pm.
9. St. Ignatius reserves the right to assign detention and/or dismiss any student who violates any of the school rules or regulations.
10. Please keep this letter for information about your summer session at S.I.