2019 – 2020 Back to School Information

Pertinent information for the start of the school year [http://stcps.org/policies-and-forms/](http://stcps.org/policies-and-forms/)
This link includes information about safety protocols, uniforms, supply lists, summer reading, the September lunch menu, the school calendar, and after-school programing.

School Hours

Pre-K, K1 & K2 8 a.m. – 3 p.m.
Grade 1 – 5 7:45 a.m. – 2:50 p.m.
Grade 6 – 8 7:35 a.m. – 2:50 p.m.
* The first and third Friday of each month are early dismissal days: 1:05 p.m. for grades 1-8 and 1:15 p.m. for Pre-K, K1 & K2

FACTS SIS (formerly RenWeb) and FACTS Tuition & Incidental Accounts ([www.factsmgt.com](http://www.factsmgt.com))

FACTS SIS ParentsWeb is a private and secure parents portal that will allow parents to view academic information specific to their children, while protecting their children's information from others. You may view your child’s grades, attendance, homework, other useful school information, and all billing information. FACTS SIS ParentsWeb is now mobile friendly and purchasing the ParentWeb app is not necessary to access the information on a mobile device.

Classroom assignments will be available on FACTS SIS ParentsWeb on Wednesday, August 14. To view, click on the student information tab.

Tuition and Incidental Accounts

All payments for the school year 2019-2020 will be processed through the FACTS Payment Plan. The charges are split into two categories: payment plan and incidental expenses.

- Payment plan charges are automatic payments for the tuition, re-enrollment, and field trips.
- Incidental expenses encompass charges such as tutoring, the music program, St. Col's Clubs, the milk program, the after-school, before-school, and vacation programs, and the summer program.
- The before-school program is a drop-in program and can be paid in cash ($5 per day) the day of attendance.
- The invoices for the incidental expenses will be available 10 days before the payment is due. Late payments may prevent your child from attending the programs for which you have enrolled him or her.
- The lunch program payments should be made directly to John Giragosian in cash or check ($15 minimum) in advance or the day of. Lunch is $5 per day. Students are not permitted to carry a balance with John.

Arrival/Dismissal

Grades 1-8: Arrival and dismissal will occur at the back right door closest to Leicester Street. Arrival time for middle school students is at 7:35 a.m. Arrival time for students in grades 1 – 5 students is at 7:45 a.m. Dismissal time is at 2:50 p.m. in the plaza area by the main back doors.
Early Childhood (Pre-K, K1 & K2): Parents may walk their children into the classrooms using the back door during the first week of school. Starting September 9, parents will drop their children off at the back door or in the car line. Students will walk to their classrooms assisted by teachers. Early Childhood arrival time is 8:00 a.m. and the dismissal time is 3 p.m.

If you have children who are dismissed at 2:50 p.m. and 3 p.m., the older student may go to the younger student’s homeroom and pick up their sibling before exiting the building.

Students in grades 1 - 8 who arrive after 7:50 a.m. are considered tardy. Students in Pre-K – K2 who arrive after 8:05 a.m. are considered tardy. All students must report to the office when arriving late to school. For the safety of all of our children, we require all parents/guardians to call the main office should your child be absent. Please leave a message on the absentee line (617-254-3110 option 2). For early dismissals, please call the main office the morning of with your child’s name and the time of dismissal.

Before-School Program
The before school program runs every morning beginning at 7 a.m. in the dining hall. The fee is $5 per student per day and is a drop-in program. If you have children whose arrival time is different, the older child may walk the younger child to the dining hall at 7:45 a.m.

After-School Program (Pre-K – Grade 4)
The after-school program will begin on Wednesday, September 4. Please visit the school webpage to complete the application.

Saint Col’s Clubs and Music Program
A list of offerings and to sign up for all after-school activities and Saint Col’s Clubs will be available on the school website on Friday, August 16. These programs will begin on Monday, September 9.

Milk Program
If you would like your child to receive milk at lunch, please fill out the milk program form on the Back-to-School link on the website by Friday, September 6. The cost for milk for the year (Monday through Friday) is $50 per child and will be deducted from your FACTS account.

Uniforms
Uniforms may be purchased from Lands’ End: www.landsend.com. School Code: 900163296

Early Childhood uniform shirts and Grades 1-8 PE shirts are available in the main office for $10 each. The uniform policy can be viewed at www.stcps.org/uniform-policy/.