

La Salle Institute Middle School Uniform & Basic School Information
2011-2012

Uniform Pants & Shirt:

Student Styles
284 Troy Schenectady Road
Latham, NY 12110
(220-9244) www.yourstudentstyles.com

Pants: Grey Pants
Shirt: Blue & white pinstripe oxford

Navy Blue Tie: Should be worn at all times between the months of October and May. Students do not need to wear their ties in September.

Hair: Must be blended and tapered. Sides can not touch the top of the ears. The front can not come below the eye brows. The back must be blended and tapered and can not touch the collar of the uniform shirt. Sideburns may not be longer than half way down the ear. Extreme haircuts such as buzz cuts, spiked hair, dyed or streaked hair, sculptures, lines of etching or anything that will present an extreme appearance is prohibited. The use of gels and mousse are prohibited. Hair must be combed.

Socks – Must be navy blue or black

Shoes – May be a loafer or with laces. Must be plain black or brown and be shined on a regular basis. Suede or canvas is not allowed. No boots or sneakers are allowed.

Name Tags - All Middle School students will be required to wear the name tag each day throughout the duration of school. Name tags can be purchased at the school book store for \$3

Students are expected to be in full uniform from the time that they arrive on school grounds to the time that they arrive home. Students who are not adhering to the school dress code could receive detention or face other disciplinary consequences.

Students will be inspected everyday. Failure to pass inspection could result in detention.

Lunch - is held daily in the school cafeteria. Students may bring or purchase their own lunch. Lunch cards are available in the cafeteria and can be purchased on any school day. Furthermore, breakfast items are also for sale in the mornings in the school cafeteria.

Attendance and Early Dismissal

There is a direct correlation between the academic success of a student and his attendance at school. Attendance is crucial. Extended family vacations and early dismissals are not encouraged. If a student is absent, please call the main office by 9:00 am. He must bring a note stating the date(s) and reason(s) for the absence. Failure to provide a note may result in detention. For early dismissals, a note must be provided before the start of school. *It is the responsibility of the student to make arrangements with his teachers to gather and make up any missed work during an absence.* All students are expected to be in their first period class, seated, and prepared for the school day by the 8:15am bell. Students not in their first period classroom by 8:15am are considered late and must report to the main office to sign the late pad. Students who are tardy or consistently tardy could possibly receive detention or face other disciplinary consequences. *If your son is going to be tardy to school, please supply him with a note or please call the main office in order to report the tardiness. All calls should be made prior to 8:15am.*

Security

Students should have their name on everything that belongs to them. All student belongings must be placed in the school locker. All students should keep their school locker locked at all times. Locks should be purchased in the school bookstore. No student is allowed to use an outside lock in order to lock his locker. **School will be locked each day at 5:00pm.** Please make sure that arrangements are made for your son to be picked up from school. Students after school are required to be either in the cafeteria or with a teacher and/or coach. Students may not be walking the halls or outside. Any item(s) that are found either before or after school are brought to the school lost and found, located in the cubicles across from the school library. Students are not encouraged to bring any valuable belongings with them to school (iPods, video game systems, etc.). Book bags are permitted to and from school. Students are required to place their book bags in their locker once school has begun.

Detention

Detention may be assigned for rule infractions. Teacher detentions usually last between 30-40 minutes. Administrative detention lasts for 60 minutes. If a student accumulates two or more teacher detentions he will be assigned an administrative detention. Students will be given 24 hours notice when given a detention in order for arrangements to be made. Students who accumulate detentions could possibly face further disciplinary action including being placed on Strict Disciplinary Probation, external or internal suspension, expulsion, or a parent conference. When a student receives a teacher detention, a yellow form will be sent home with the student in order to gain a parental signature. The yellow form should be returned to the teacher the following day. When a student receives administrative detention, a form will be mailed home. *If a student accumulates ten or more administrative detentions, a day of In School Suspension could be assigned and a parent conference scheduled.*

Cell Phone Use

Cell phones may be used before or after school. Students at La Salle are allowed to carry their cell phones with them during the day but are prohibited from using them. Students must keep their phones on silent or the phone must be shut off completely whether the phone is in a locker or being kept in the pocket of a student. *If you wish to contact your son for any reason during the school day please contact the main office and your son will receive the message promptly. Phone calls made or text messages sent to your son while in a class are not encouraged.* A student who has his cell phone taken away during the day will have to wait until the end of the day to retrieve the phone in Mr. Sgambelluri's office and could receive a detention. Furthermore, students who have their phones taken away may not be permitted to have them returned until a parent comes to school to pick up the phone.

Contacting a Faculty Member

La Salle Middle School believes that communication between parents and teachers is crucial. When you have a need to contact any teacher, please do so via phone or email. Our teachers will return your call or email in a timely fashion. In the event that you wish to set up an appointment with a faculty member, please contact him/her directly to set up a time and date that can be agreed upon. In most instances, arriving to school unannounced and seeking a meeting with a teacher or administrator is very difficult to accommodate because of the daily schedules of our faculty and staff.

Communicating with La Salle Middle School

The La Salle Middle School faculty will work tirelessly to be sure that your son is maximizing his potential. Our teachers take a high level of interest in watching your son grow and evolve into a young man and will always be available to every student and family. If your son or your family experience a difficult time throughout the school year, please let us know right away so that we can be sure to keep an even closer eye on your son. While specifics are not required, it is important that the school be made aware of anything that could affect your son's performance in school emotionally, behaviorally, or academically. We want to make your La Salle experience that best that we can so please do not hesitate to let us know if your family is experiencing any challenges that could affect the performance of your son.

Bus & Social Event Conduct

La Salle Middle School views behavior on the school bus and at school sponsored events very seriously. Students who choose to behave inappropriately either on the school bus or at a school event will face disciplinary consequences just as they would during the normal school day.

Aggressive & Disruptive Behavior

La Salle Middle School expects all students to treat all teachers, staff members, and fellow students with respect. Aggressive and/or violent behavior towards any individual is not tolerated and will be dealt with very seriously. Students will be given the opportunity to handle all situations with maturity and respect. Any type of bullying, whether it be verbal or physical, will be dealt with very seriously. All students are expected to not place their hands on other students for any reason. Students putting their hands on another student could be considered as threatening behavior and has to be dealt with in a serious manner. Furthermore, students disrupting the learning environment, in any way, shape, or form will face disciplinary consequences.