



“To preach...the unsearchable riches of Christ.” (Ephesians 3:8)

PARENT/STUDENT HANDBOOK 2025 - 26

MISSION

The St. Austin School provides a rigorous academic program which prepares our students to excel in secondary schools of the highest caliber. In collaboration with our families, we help form students in Christian virtues and the lifelong practice of the Catholic Faith.

PHILOSOPHY

The St. Austin School firmly holds to the Catholic conviction that parents are the first and most enduring educators of their children and that the family is a privileged school in which children learn Christian virtues and establish the practice of the Catholic Faith (cf. CCC2223 ff.). The school works collaboratively with parents and families and values the close associations that naturally develop between those involved in the care of the children.

The St. Austin School endeavors to extend this family environment so that children may “increase in wisdom and in stature, and in favor with God and man” (Luke 2:52). We believe that education is primarily the work of helping form character in each child so that the student develops sound judgment and self-mastery. We seek to assist parents in passing on their religious and moral values by promoting a consistent message at school and in the social relationships of the extended school community.

Central to the school’s mission is the inculcation of Benedictine spirituality, a 1,500 year old tradition carried on by the monks at St. Louis Abbey, which provides the school’s chaplaincy. Following in the footsteps of St. Benedict, the school teaches the students the value of listening, in order to hear what God is saying and to learn the faith so well that they can explain it to others. The students are taught to seek God in everything they do, and to grow closer to Him through their work and especially through prayer. Additionally, the school teaches the children to see Christ in everyone they meet, and to strive to become Christ for every person they meet. We wish to develop the natural love of God in the hearts of the children so that they may seek Him above all things and find joy in worshipping Him in the beauty of holiness. Therefore, Holy Mass and regular Confession are the central core to the school’s chaplaincy.

We strive to instill in each child a love of learning and the ability to speak well, write well, and think well. To that end, the school follows a demanding classical liberal arts curriculum which allows the students to succeed and excel in secondary schools of the highest caliber. The curriculum is integrated so that the students can see the relationships between art, history, literature, and mathematics. The students are presented with a curriculum that presents a coherent Catholic worldview.

The motto of the school is taken from St. Paul’s Epistle to the Ephesians: To preach...the unsearchable riches of Christ (Ephesians 3:8). There is a two-fold meaning to this text. First, the teachers of the school wish to bring St. Paul’s inspired wisdom to their teaching. The transmission of the Christian faith consists primarily in proclaiming Jesus Christ in order to lead others to faith in Him (CCC 425 ff). Second, we hope that our children when they are fully formed will likewise ...burn with the desire to proclaim Christ: “We cannot but speak of what we have seen and heard”(Acts 4:20) (CCC 425 ff)

On September 8, 2021, we dedicated our school to the Immaculate Heart of Mary and the Sacred Heart of Jesus.

The St. Austin School Contact Information 2025-26 School Year

Website:	www.saintaustinschool.org	
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Form V Theology (5-8) Literature (5-8) Logic/Philosophy (5-8)	Mrs. Michele Chronister	michele.chronister@santaustinschool.org
Form VI History (7/8) English/Grammar (5-8) Math (5/6)	Mr. JD DuBois	jd.dubois@santaustinschool.org
Forms VII & VIII Spanish (K-8) Science (7/8) Math (7) Algebra I and II	Mr. José Silva	jose.silva@santaustinschool.org
Science (5, 6) PE (K-8)	Dr. Lauren Standeford	lauren.standeford@santaustinschool.org
History (5, 6) Latin (1-8)	Mr. Thomas Capps	thomas.capps@santaustionschool.org
Art (K-8)	Mrs. Jennifer Lehman	Jennifer.lahman@santaustinschool.org
Music (K-8)	Dr. Patrick Bergin	patrick.bergin@santaustinschool.org
Library	Mrs. Jeanmarie DeCoster	jeanmarie.decoaster@santaustinschool.org
CGS Teacher	Mrs. Jane Frank	jane.frank@santaustinschool.org

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Catholic Identity

The St. Austin School seeks to develop the natural love of God in the hearts of children so that they may seek Him above all things and find joy in worshiping Him in the beauty of holiness. We will provide an excellent education to help students develop their full potential as children of God.

THE MASS AND CONFESSION

Holy Mass and confession are the central core to the school's chaplaincy. The Holy Sacrifice of the Mass will be celebrated weekly. The Sacrament of Reconciliation will be available to the students each month.

ADORATION AND BENEDICTION OF THE BLESSED SACRAMENT

Adoration will be held each month. Each class will be assigned a time for prayer. Prayer before the Blessed Sacrament is encouraged for all students.

SCHOOL PRAYERS

St. Paul teaches us to *pray always*. To help students develop a prayer life, they are encouraged to participate in the active daily prayer life of the school.

The school day will begin with the Morning Offering, The Our Father, Hail Mary, Glory Be, Acts of Faith, Hope, and Charity, Daily Chant, and Prayer to Our Lord in the Blessed Sacrament, recitation of the Scholars Pledge, and the Pledge of Allegiance. Lunch will begin with the Angelus. Recess will end with grace. At the end of the day, the students will pray the Our Father, Hail Mary, Glory Be and St. Michael the Archangel. If you would like copies of the daily prayers, please check [FACTS family portal](#) resources or the website at <https://saintaustinschool.org/current-parents/>.

VIRTUE PROGRAM

Each month the students will be encouraged to practice a particular virtue. Students are provided ongoing opportunities to exercise these virtues on a daily basis. Virtue is taught and encouraged in all activities at The St. Austin School.

SCHOOL MOTTO

The motto of the school is taken from St. Paul's Epistle to the Ephesians: *To preach...the unsearchable riches of Christ* (Ephesians 3:8). There is a two-fold meaning to this text. First, the teachers of the school wish to bring St. Paul's inspired wisdom to their teaching. *The transmission of the Christian faith consists primarily in proclaiming Jesus Christ in order to lead others to faith in him* (CCC 425 ff). Second, we hope that our children when they are fully formed will likewise *...burn with the desire to proclaim Christ: "We cannot but speak of what we have seen and heard."* Acts 4:20 (CCC 425 ff).

The school colors are blue, green and gold.

School Policies and Procedures

ATTENDANCE POLICY

The St. Austin School requires regular, consistent attendance in order to support good learning and academic progress as well as to assist in developing habits of responsibility, good citizenship, and good manners.

ABSENCES

When a child must be absent, we ask that parents notify the school before 8:30 AM through email at secretary@saintaustinschool.org, or by phone at (314) 580-2802. Absences due to illness, emergencies, and special circumstances will be excused.

After the school day has begun, students will not be allowed to leave unless they obtain permission. We encourage medical and dental appointments to be scheduled outside of the school day when possible. The St. Austin School strongly discourages planned absences, such as family vacations, during school time.

TARDINESS

Punctuality is always expected. If a student arrives after 8:30 am, the parent will be asked to sign in the student with the school secretary and receive a tardy pass to be given to the teacher. Students who are tardy will be expected to make up any missed work.

SCHEDULE

DAILY SCHEDULE

The St. Austin School day begins at 8:30 am and ends at 3:15 pm.

LUNCH/RECESS

Parent volunteers will help supervise both lunch and recess. Training in lunch and recess procedures will be provided for parent volunteers. Each family is required to supervise lunch and/or recess six times a year. A Sign Up Genius will be provided for scheduling. Parents who cannot make their scheduled time are required to find a substitute and will be charged a \$30 fee.

ARRIVAL/DISMISSAL TIMES

- **Arrival/Drop-off time is to be no earlier than 8:10 am.**
- **Dismissal time is 3:15 pm.** Students are expected to leave campus by 3:35 pm, all students remaining will be sent to After Care. **Students may only leave with authorized carpools unless prior notification is given to the school.**

CARPOOL PROCEDURES

Drop off is in the lower-level parking lot by the entrance doors for K-8. Parents should drop students off near the entrance, pull through the lot, turn right, and drive out. Parents should not leave cars unattended in the drop off line. Parents who need more time with their child or who need to come into the school should park in the parking lot. PreK drop off will be in the upper lot. PreK parents will need to park and walk their children into the PreK classroom. If dropping off after 8:30 a.m., drive to the upper lot; students and parent should enter through the upper-level door.

Pick up begins at 3:15 pm. Parents should form a line in the parking lot past the main entrance. Students will be called for pick up in the order the cars arrive. Parents may park in the center parking lot only. For the safety of the children, you may exit by only pulling forward. Parents are asked to wait until dismissal time to enter the school hallways. All parents, students and staff need to use the crosswalks at the end of the school day.

When visiting the school, park in the upper-level lot, enter the main entrance, and sign in with the school secretary.

BEFORE AND AFTER CARE PROGRAM

Our school offers Before and After Care Programs provided in a safe and nurturing environment. The Before Care Program begins at 7:30 am. The After Care Program ends at 5:30 pm.

Before Care

Students can be enrolled for the trimester (\$250/trimester) or sign in upon arrival (\$7/day).

After Care

Students should go to After Care at 3:35 pm. After Care is \$7 if the student is picked up by 4:30 and \$14 if student is picked up between 4:30 and 5:30 pm.

*After Care will be available daily except for the following:

- Curriculum Night
- Parent Teacher Conferences
- Christmas and Spring Concerts
- Early Dismissal Days (noon or 2 p.m. dismissal)
- Open Houses

EMERGENCY PROCEDURES

The Head of School and Assistant Head of School will be responsible for developing procedures for fire, tornado, earthquake, or other threat. Regular drills will be held to train the children in how to respond in an emergency. The school will work with St. Louis County authorities in all these matters.

COMMUNICATION

NOTIFICATION OF TELEPHONE/ADDRESS/EMAIL CHANGE

Parents are to provide The St. Austin School with telephone, address, and email information. This current contact information ensures the school's ability to contact the family with regular correspondence and also in the case of emergency.

CONTACTING A STUDENT DURING THE SCHOOL DAY/FORGOTTEN ITEMS/CLASSROOM INTERRUPTIONS

All communications during the school day should be directed to the school secretary. Teachers and students cannot be called out of the classroom during the school day to receive telephone calls or forgotten items. All such requests should be directed to the school secretary, who will ensure that the student receives messages or forgotten items.

COMMUNICATION WITH A TEACHER

Any questions or concerns regarding your child or the school can be handled through email or by calling the school secretary to request an appointment.

WEBSITE

The St. Austin School website contains general information. Included is an online grading system, FACTS, which will provide updated grading information. We encourage parents to check [FACTS](#) regularly.

PARENT/TEACHER CONSULTATION

We hold a required parent consultation evening at the end of the fall term when each child's progress is reviewed. A second optional parent consultation is scheduled at the end of the winter term.

SCHOOL CLOSING POLICY

Should we have inclement weather, parents will be notified as soon as possible regarding school closure, through text, FACTS announcement, and email. Attempts will be made to avoid the use of late starts or early dismissals due to the weather.

DISTRIBUTION OF PRINTED MATERIALS

Any information distributed to parents or students must be cleared through the administration at the school.

SECURITY AND CHILD PROTECTION

The St. Austin School wishes to be a welcoming environment for school families, but because the safety of each individual child and adult at The St. Austin School is of paramount importance, the Head of School and Governors have taken certain measures to make the school site as safe as possible. All staff, volunteers and visitors must adhere to the following procedures:

The only access to the school is through the upper-level entrance adjacent to the school office. All visitors must check in with the School Secretary, sign the visitors' book and visibly wear a badge at all times.

Anyone contracted to do work at the school will be carefully vetted. All staff and volunteers, including parents, must undergo rigorous police checks, have completed the national sexual-abuse prevention program *Prevent and Protect* and other requirements in compliance with the Archdiocesan Safe Environment Program. All program updates will be adhered to.

The Head of School and the Governors annually review the school's Security and Child Protection Policy.

CHILD PROTECTION POLICY

The St. Austin School is committed to the prevention of sexual abuse of minors and to assisting those who are affected by such incidents. The school's highest priority in these matters is the safety of all minors for whom it is responsible. Please see the following:

1. All complaints of sexual abuse of a minor will be responded to promptly.
2. If a complaint is credible, the alleged abuser will be required to take immediate leave from any assignments which involve contact with minors.
3. The St. Austin School will comply with all the requirements of civil law and canon law.
4. Any victim of sexual abuse of a minor and the family of the victims will be attended to with compassion and assisted in obtaining care as needed.
5. Any person with a substantiated charge of sexual abuse of a minor, if an employee, will be terminated and never rehired.
6. The school will communicate openly with the members of the community at large concerning such matters.

All employees and volunteers of The St. Austin School are expected to support and to comply with this policy.

Any complaint of sexual abuse of a minor should be directed to the Head of School or Board of Governors.

PARENT VOLUNTEERS

We actively encourage parents to come into school and to work with teachers outside the classroom on a voluntary basis. Many parents have expertise in a wide array of areas where their contribution is essential to our school. Parents who wish to help in school are required to meet with the Head of School prior to their first visit and rigorously comply with the school's policy regarding **Security and Child Protection**.

THE PARENTS AND FRIENDS ASSOCIATION (PFA)

The **Parents and Friends Association (PFA)** is an active school association which is charged with organizing a variety of social and fund-raising events during the school year. When families join the school, parents automatically become members of the "Parents and Friends." The intention is to encourage ever-stronger links between home and school.

DRUG, TOBACCO, AND ALCOHOL FREE SCHOOL ENVIRONMENT

The use, possession or transfer of illegal drugs, tobacco or alcohol, or being under the influence of such substances is strictly prohibited at school and at school-sponsored functions. Students

violating this policy will be subject to suspension or expulsion. In addition, civil authorities may become involved.

TELECOMMUNICATIONS POLICY

The use of computers at school, particularly the use of the internet, can be an enhancement to the entire learning experience. We expect that all students will use computers responsibly and ethically. Unsupervised use of the internet is not permitted.

MEDICAL AND HEALTH INFORMATION

Health

Maintaining a healthy environment is important. Faculty, staff, and students are encouraged to wash and sanitize their hands frequently. Neither students nor faculty nor staff should attend school if they exhibit flu-like symptoms, have diarrhea, are vomiting, or have a fever. If you have a fever, you must be fever free for 24 hours without medication in order to return.

Immunizations and Health Records

Each student must comply with state law requirements for immunization; therefore, parents of students with delinquent records will be notified. Any student who fails to comply with state requirements after notification will not be allowed to remain in school. Please refer all related questions to the school secretary.

Medication at School

Students are not to carry either prescription medication or over-the-counter medication during the school day. All medication must be kept in a secure place under the supervision of the school secretary. Medication will be administered by the school secretary and the taking of medication will be recorded in FACTS.

All medication must be in the **original container** with the **original label** and be accompanied by a parent's written permission. Prescription medicine must include the pharmacy label with the following information: date and name of student, reason for medication, name of medication, dosage and time intervals to be taken. This information should match what was entered in FACTS during enrollment. If new medication needs to be added, please complete the FACTS webform to make sure information is current. Primary communication regarding daily medication will be through FACTS, unless a phone call is necessary.

All medication should be brought to the school secretary by a parent or other responsible adult and picked up by that adult when the need for administration has ended.

REQUEST FOR TRANSCRIPT/TRANSFER WITHDRAWAL

Parents may request transcripts through the school office. Transcripts are sent only when tuition payment is current or an acceptable agreement for payment has been reached with the Board of Governors.

RE-ENROLLMENT INFORMATION

Re-enrollment packages will be issued to families in the second trimester. Re-enrollment forms and registration fees are due by the re-enrollment deadline date (generally in January). Students on academic warning or who are not current with their tuition payment plans may not re-enroll until their situation is resolved. Parents requesting information regarding the admissions timetable and process are asked to contact the Admissions Director.

TUITION PAYMENT

A deposit in the amount of \$1,000 is due by the time the enrollment contract is submitted which should be within 10 calendar days of acceptance to The St. Austin School.

For the remaining tuition, payments are to be made through bank drafts or credit card payments* through FACTS. Parents can choose among several payment plan options, generally including:

- One (1) payment due in August
- Two (2) equal payments due in August and December
- Monthly payments beginning in by August and ending in April

*Credit card payment through FACTS incur a convenience fee.

CONFLICT OF INTEREST

In an effort to maintain the professional relationship between the school and the family, parents are asked not to offer teachers or staff substantial gifts, jobs, or money. Modest contributions to group gifts for teachers or staff are considered appropriate.

NON-DISCRIMINATORY POLICY

The St. Austin School does not discriminate against applicants and students on the basis of race, sex, color, and national or ethnic origin. The St. Austin School adopts this racially nondiscriminatory policy as to students, makes this policy known to the general public, and operates in a bona fide manner in accordance therewith in administration of its educational policies, admissions policies, tuition assistance, scholarship and loan programs (if any), and other school administered programs.

Code of Conduct and Discipline

CODE OF CONDUCT

Politeness, respectfulness, and courteous behavior are expected of students at all times and they are required to conduct themselves in accordance with teacher expectations. Continuous or frequent refusal to follow school policy on the categories below could result in suspension.

ACADEMIC HONESTY

Students at The St. Austin School are expected to do their own work. Copying from another student's homework, copying from another student's test, plagiarizing work from another written source, or any other form of cheating are very serious offenses. Students caught turning in work that is not their own will receive a failing grade on that assignment or test, and the parents will be informed. Repeated offenses could lead to suspension or expulsion.

UNIFORM

Children must wear a uniform in school. We believe that wearing a uniform gives a child a sense of belonging, strengthens classroom discipline, and fosters a serious approach to studies. The parents are responsible for seeing that their child is well groomed and dressed correctly for school. Shirts must be tucked in and the uniform is to be cleaned and pressed.

On out of uniform days, students must present themselves in a manner appropriate for the school environment including proper length and fit.

The St. Austin School Uniform Dress Code

All students may wear watches (excluding smartwatches), and girls may wear small earrings. Hoop earrings are prohibited. Students may wear a small cross or medal on a gold or silver necklace. Nail polish may be worn by middle school girls only but must be a natural or muted color.

Please refer to the **St. Austin School Uniform Look Book** (found on [the school website](#) and in the [FACTS family portal](#) school resources) for all approved school uniform pieces with links to shop. Please note, the length of shorts, jumpers, and skirts should be close to the knee.

P.E. Uniform for K-3rd Grade

Boys will wear their school uniform. Girls will wear their polo with privacy shorts.

P.E. Uniform for 4th-8th Grade

Students in 4th-8th Grade will change for P.E. They will wear the approved P.E. uniform as outlined in the Look Book, grey shirt with St. Austin logo and navy shorts with St. Austin logo.

ITEMS NOT ALLOWED ON CAMPUS

In order to maintain the kind of learning environment that we seek to build at The St. Austin School, the possession of electronic devices by students is prohibited; as an example, this applies to: tablets such as iPads, laptops, mp3 players, electronic games, laser pens, paging devices,

cameras, etc. Such devices should not be brought to school. If a student brings such an item, it will be held by the teacher until picked up by a parent.

Cell Phones

Middle school students (grades 5-8) with cell phones must keep them in their lockers during the school day, and they must be turned off while on campus. Parents who need to contact their children should call the school secretary. Cell phones are not allowed on field trips. This pertains to middle school only, as the lower school students are not allowed to have a cell phone on school property at all.

If a student's phone is turned on, or if the student takes it from the locker, it will be confiscated by a teacher or staff member and given to the Head of School until retrieved by the parents.

Social Media

All students and parents should be aware that the things they say on blogs, forums, Facebook, Instagram, Twitter, etc. reflect upon their charity and virtue. Such remarks can also open students and parents to legal liability. No one should assume that remarks made via social media will remain private. Students are not allowed to use social media anywhere on campus.

DISCIPLINE

Discipline at The St. Austin School is intended to be firm and loving. We hold with St. John Bosco that love and prevention are better motives to good behavior than fear and punishment. At all times we strive to provide an ordered, safe and happy environment where children develop and accept responsibility for their own behavior. Discipline is based on respect, consideration, and care for each other.

The class teacher will deal with small infringements of this code. If a child persistently misbehaves, the class teacher will work closely with the Head of School and other staff to look for ways of successfully supporting and redirecting the child. Parents will be involved quickly, because experience has shown that this is the best way to tackle any issues, which can quickly become more serious. Our aim is to work very closely together to rectify any disruptive situation as quickly as possible. As a last resort, in severe cases, the Head of School has the authority to suspend a child if he/she is hampering learning for other children. However, should a problem prove intractable, the school reserves the right to dismiss a child after due consultation with the Board of Governors and the child's parents.

Suspension

As a last resort, in severe cases, the Head of School has the authority to suspend a child if he/she is hampering learning for other children. A student may be suspended for serious misconduct or repeated occurrences of less serious misconduct. Suspensions may last from one to five days. The teacher may assign the suspended student an academic project to be carried out during the suspension period. In addition, suspended students must make up assignments missed during the

suspension period. While on suspension, students are not eligible to participate in extracurricular programs or activities.

Expulsion

A student may be expelled from school upon the recommendation of the Head of School and the approval of the Board of Governors.

Academics and Activities

HOMEWORK POLICY

It is the policy of the school to set reasonable quantities of homework during the week for all children, at the discretion of the teacher. Each student has an assignment notebook where tasks to be completed are listed. The type and variety of homework is designed to support class learning and link school learning to home learning, as well as begin to prepare children for the increased demands that they will face in secondary school.

Reading is a very high priority for all children at The St. Austin School, and we expect children to bring home a reading book and to read regularly with support from their parents. The development of a positive reading habit is of the highest priority. Exercises in all subjects will also be assigned regularly, and students are expected to complete all homework by the date due. Teachers will work with individual students who have difficulty completing assignments in a timely manner, and the teachers may penalize the students with lower grades when assignments are late or incomplete.

MAKE-UP WORK DUE TO ABSENCE

In the case of an excused absence, the student is permitted to receive credit for make-up homework, tests, or other assignments. Students are typically entitled to one day per one day absent to make-up work. Absences for illness, emergencies, or other special situations qualify as excused absences. An unexcused absence (truancy) from school, individual classes, and school activities during the school day is considered a serious infraction and may result in the student's suspension or expulsion at the discretion of the Assistant Head of School. In the case of an unexcused absence, the student remains responsible for all assignments and homework; however, a zero will be issued for all missed assignments and tests. Unexcused absences deny the student the opportunity to participate in extra-curricular school activities for that day, including practice and events.

GRADES AND ASSESSMENTS

Grading Scale

Letter grades for grades K-8 will be reported on the report card according to the following scale.

A+ 97-100	A 93-96	A- 90-92	F 59 and below
B+ 87-89	B 83-86	B- 80-82	
C+ 77-79	C 73-76	C- 70-72	
D+ 67-69	D 63-66	D- 60-62	

Excellent (E), Very Good (VG), Satisfactory (S), Needs Improvement (N), and Unsatisfactory (U) will be used in Spanish, Latin, Music, Art, and PE for grades K through 3.

Exams

Exams will be given at the end of each trimester. Middle school students will take cumulative exams at the end of each trimester. Exams for students in grades 5 through 8 will concentrate on

content and skills learned throughout the school year. Students are not permitted to keep a trimester examination, but parents may review the examinations with the appropriate academic administrator and teacher upon request. These exams will constitute 20% of the student's overall trimester grade.

Student Grade Report

Student Grade Reports will be sent to the parents at the end of each trimester.

Each child's progress and development is monitored by the Form Teacher who is responsible for guiding every student through all aspects of life at The St. Austin School. Assessment is a continual process where the teacher, using his or her professional judgment, assesses standards and judges capabilities through observation, appraisal and recording of the child's work and progress.

If the parents or the school are concerned about a particular child's progress, diagnostic tests may be used to establish the precise level of achievement and to help to identify specific weaknesses. Grades can be viewed on [FACTS family portal](#) throughout the school year.

ACADEMIC WARNING

Teachers will advise parents when a student's grade is a C- or lower during the term. An academic warning will be issued if a student receives one or more Ds or Fs on a grade report. If a grade of D or F is not brought up to an acceptable level (C- or better) by the end of the next trimester, the student will be placed on Academic Probation.

ACADEMIC PROBATION

A student may be placed on academic probation if a grade of D or lower is not brought up to an acceptable level (C- or better) by the end of the next trimester following an academic warning. Parents will receive written notification from the school when a student is placed on academic probation, and the student will continue to receive academic assistance and formation support to help the student raise grades to an acceptable level.

If the student does not raise the grade(s) to an acceptable level after two subsequent trimesters, the student may no longer be eligible for admission to The St. Austin School. If a student earns an "F" in any course at the end of the school year, he or she may be required to take summer classes.

HONOR ROLL AND ACHIEVEMENT AWARDS

Honor Roll

As special recognition for academic achievement, students in grades 3 through 8 will be placed on the Honor Roll and acknowledged in a special award assembly.

Second Honors – At least all B's (including B-) in every graded subject for the trimester, excluding Art, Handwriting, Music, and P.E.

First Honors – At least all A's (including A-) in every graded subject for the trimester, excluding Art, Handwriting, Music, and P.E.

Achievement Awards

The following end of year awards will be given:

Form Award: The student in each Form who exhibits top academic achievement and behavioral expectations for the year.

Head of School Award: A student in Form VII who exhibits excellent academic achievement, service, and spirit for the school year.

Governor's Award: Highest award given to a Form VIII student who exhibits excellent academics, leadership, service, and spirit for the school year.

Form Spirit Award: The student in each who best embodies the St. Austin spirit and mission.

STANDARDIZED TESTING

In the spring, the students in grades Kindergarten-2 will be given the Stanford Achievement Test Series. The Classical Learning Test will be administered to grades 3-8.

ACTIVITIES WITHIN THE SCHOOL DAY

Student Council

The student council provides an ideal leadership training opportunity for students. The student council will assist the school in building strong and healthy school spirit by coordinating certain student and school activities throughout the year.

Parties

St. Austin will hold three class parties each year, in celebration of All Saints' Day, Christmas and Easter. The Classroom Coordinator will plan appropriate classroom activities and snacks. Parents who volunteer in the school must complete the national sexual-abuse prevention program *Prevent and Protect* and other requirements in compliance with the Archdiocesan Safe Environment Program.

Field Trips and Service Projects

Field trips or service projects are an opportunity for students to augment their classroom learning with practical experience. In order for a student to participate, parents must first complete and submit the appropriate permission slip and liability form. All students who participate are expected to behave according to the conduct outlined in this Parent/Student Handbook. Parents who volunteer to drive or chaperone field trips must have completed the Archdiocesan Prevent and Protect Program.

Extra-Curricular Programs

The school encourages a number of after-school activities run by outside organizations and parents. Activities depend on the enthusiasm and organization of the parents and are therefore subject to change. The school is always happy to receive suggestions or proposals for new activities.

The information contained in this handbook is intended for the parents of children who will attend the school from August 2025 to May 2026. The information is believed to be correct at present and is regularly updated, but government legislation and the particular circumstances of the school might create the need for some organizational changes and adjustments in policy which are not yet reflected in this document.