

**HANDBOOK SIGNATURE PAGE**  
**(Due August 26, 2016)**

**PLEASE CHECK BOXES BELOW AND SIGN BOTTOM OF THIS FORM**

FAMILY NAME \_\_\_\_\_ (please print)

**PARENT/STUDENT HANDBOOK**

The HANDBOOK provisions provide information and guidance as to the procedures and rules of the school. The handbook is not a contract. The contents of this handbook may be changed at the school's discretion, at which time written notification will be provided to parents and students. **I/We have read the material in the St. Mary of the Immaculate Conception School Handbook, and, as parents/guardians and students, agree to follow and uphold the school policies.**

**PARENT VOLUNTEERS CONTRACT/CONFIDENTIALITY AGREEMENT**

We have instituted a contract/confidentiality agreement to ensure the absolute privacy of our students and help assure the success of the program.

- I understand that I am a resource for the teacher when I am in the classroom.
- I promise to keep confidential any information learned or observed about any student in any class while assisting the teacher on campus or off campus a school activity.
- I understand that if I breach this confidentiality, I will be asked not to continue this position.
- My presence will never disrupt the class in any way; my cell phone will be turned off.
- There will be a list of people to call if I am signed up and cannot come in.
- If a teacher needs help in the classroom he/she will call the volunteer or send a note home.
- I will respect knowledge.

**AUTHORIZATION FOR USE OF STUDENT WORK, VOICE, PHOTO AND/OR LIKENESS ON THE INTERNET**

1. As we work on projects that move outside the school walls (web page, brochures, fliers, podcasts, etc.), we hope to have samples of student/class work/drawings, as well as photographs of students, staff and faculty. We will never use last names. On students' work, we will use first names only. On students' photographs, no name will appear. As parents/guardians of St. Mary School students, we have read the provisions for use of student work, photographs, voice and/or likeness of our child(ren).

**CHECK THE BOX BELOW TO ALLOW YOUR CHILD(REN)'S WORK, VOICE, PICTURE AND/OR LIKENESS TO BE POSTED ON THE INTERNET SCHOOL SITE.**

**WE AGREE**

**WE DO NOT AGREE**

**TECHNOLOGY/INTERNET STUDENT USER AGREEMENT AND PARENT PERMISSION**

We have read and discussed the St. Mary School Technology Responsible Use Policy as stated in the St. Mary School Handbook. Access is designed for educational purposes and we agree to comply with the terms of this policy governing the use of the school's technology resources. I understand that a violation of this policy may result in a loss of access as well as other disciplinary or legal action. As a user of the computer network, I hereby agree to comply with the stated rules - communicating over the network in a responsible fashion while honoring all relevant laws, policies, regulations, and restrictions. We also recognize it is impossible for St. Mary to restrict access to all controversial materials and we will not hold the faculty responsible for materials acquired on the network. We give our permission for our child(ren) to access school technology resources, including but not limited to, the Internet, use of Google Applications, PowerSchool student information system, eTextbooks and streaming videos and to participate in on-line discussion groups while supervised at St. Mary School.

**STUDENT USER AGREEMENT AND PARENT PERMISSION**

As parents/guardians and students, we agree to follow and uphold the school policies, contracts, and agreements as stated above.

Father/Guardian \_\_\_\_\_ Date \_\_\_\_\_

Mother/Guardian \_\_\_\_\_ Date \_\_\_\_\_

Student 1: \_\_\_\_\_ Gr \_\_\_\_\_ Student 2: \_\_\_\_\_ Gr \_\_\_\_\_

Student 3: \_\_\_\_\_ Gr \_\_\_\_\_ Student 4: \_\_\_\_\_ Gr \_\_\_\_\_

**Consent to Contact**  
**Return to the School Office by August 26, 2016**

Schools in the Diocese of Oakland use automated systems to communicate with parents and guardians about their children and school events. Schools may send emails, phone calls, voicemails, and text messages with information such as attendance alerts, grade updates, special announcements, and emergency information. ***While there is no charge for these messages, receiving them may incur charges with your mobile service carrier.***

Some of the systems used include SchoolMessenger, SchoolSpeak, PowerSchool, and Constant Contact. ***We will never sell or share your contact information without your consent.***

FCC regulations protect citizens from unwanted calls and text messages. The Telephone Consumer Protection Act (TCPA) specifically requires consumers to “opt-in” to receiving automated calls and texts to their mobile phones. Please sign the statement below to opt-in:

I consent to receiving automated calls from St. Mary School on any mobile numbers that I have provided to the school as contact information.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

To learn more about your rights regarding robocalls and texts, see <http://bit.ly/robotexts>