



# From the Principal's Desk

August 20, 2009

## Welcome back to an awesome school year!

I hope that you had an excellent summer and are ready for an awesome school year. We are so glad that you have chosen Christ the King Cathedral School for your family. *From the Principal's Desk* newsletter will be published every Thursday. (Please make sure that you are signed up with Honeywell Instant alert as all newsletters will be sent electronically this year.) The newsletter is meant to communicate with you the important things going on at our school. Please take time to read it every week. This newsletter can also be found on the website - [www.ctkcathedralschool.org](http://www.ctkcathedralschool.org) . Welcome to this new school year!

### Frequently Asked Questions About The First Days of School

*What time does school start? Where do I drop off my children? Is supervision available before school starts?*

School starts at 7:55 a.m. All students must be at Morning Prayer at 7:55 or they will be counted tardy. Parents should not drop off children earlier than 7:30. Elementary students arriving between 7:30 and 7:45 must go to the cafeteria where supervision will be available. Students will be dismissed to their classrooms at 7:45. Parents may drop off students at any of the school's entrances. All doors, except the front doors, will be locked to incoming traffic at 7:55.

*How do I know which uniform my child should wear?*

Please refer to your parent / student handbook for a complete dress code. Basically, however, students can wear uniform pants, shorts, or skorts with their red shirt (navy shirt for HS) any day. Girls can also opt to wear their uniform plaid jumper or skort any day, but they **must** wear them on Mass days. Uniform plaid jumpers and skorts must be worn with a white shirt. All-school masses, class masses and prayer service dates will be sent out with the monthly calendar.

*What time does school dismiss? Where do I pick up my child? Is After School care available?*

Pre-K - Kindergarten students are dismissed at 3:05. 1st - 5th Grade students will be dismissed at 3:15. Classroom teachers will walk students outside to meet their rides. Pre-K, Kinder, 1st and 4th students will exit the north (main) entrance of the school. 2nd, 3rd grade students will exit out the east entrance of the school. 5th Grade will be dismissed from the south side of the school. Jr. High and High School dismiss at 3:55 and will be dismissed out the south entrance of the school. If you would like to make arrangements to meet your child somewhere other than the designated pick-up area, please let your child's teacher know so that arrangements can be made.

The Living and Learning Program (LLP) - formerly After School Care—is available daily until 6:00. You must be registered with LLP in order to utilize their After School Care Program. Please contact Katie Huey at 771-2077 or [khuey@ctkcathedral.org](mailto:khuey@ctkcathedral.org) for more information.

*Please make sure that you have read the parent / student handbook which is available at the school's website. Please sign and return the last page by Aug. 28th. All parents and students must sign the statement acknowledging your receipt and understanding of the handbook.*

### SAFE ENVIRONMENT TRAINING CTK CAFÉ

To be in compliance with the Diocese's Safe Environment Program, all school employees and volunteers who have contact with children must 1.) complete an application for employees and volunteers, 2.) attend a Safe Environment Program training and 3.) complete a criminal background check. The diocesan school board has determined that all Catholic school volunteers who have contact with children must also be in compliance with the Safe Environment Policy as soon as possible. This includes, but is not limited to, cafeteria and library volunteers, drivers for service projects and field trips, and volunteer coaches.

Christ the King Cathedral School appreciates your willingness to share your time and your talent with our children. The new *Safe Environment* policy is designed to keep our children safe and to reduce the possibility of false accusations against employees and volunteers and to reduce the risk exposure to our school, our parish and the Catholic Diocese of Lubbock.

Volunteer applications are available in the school office. Please watch newsletters and calendar for upcoming SET training. If you have any questions please feel free to contact me.

**Spirit Shirts and Hoodie Order forms are going home today.  
Look for attachments!**

Don't Forget.....Lunch Order Forms are due Monday!

