

Mary Queen of Heaven School
1326 East 57th Street
Brooklyn, New York 11234

September , 2012

Dear Parents and Guardians,

At this time we are presenting you with the Graduation Policy of Mary Queen of Heaven School. We hope that this is a clear statement of our expectations for the eighth grade students at Mary Queen of Heaven.

If a student fails two (2) subjects for the first 2 Report Card periods, h/she may not participate in any class activities associated with Graduation.

If a student fails two (2) subjects for the entire year, h/she may not participate in the Graduation Ceremony. The diploma will be granted at the successful completion of a summer school program. By summer school we mean an organized program and not private tutoring. If a child fails more than two (2) subjects, no diploma will be issued and your child might need to repeat grade eight at another school.

You will receive three Progress Reports during the year, one midway between each Report Card. You will also have access to OptionC where you may daily sign-on and review your child's grades. This will keep you apprised of how your child is doing and alert you to any problems. Should you have any concerns, please feel free to speak with your child's teachers.

Academic honors and awards are based on academic achievement and social growth. For achievement of honors, the following criteria will be used:

Principal's List

A yearly average of 94.5 or above with no mark below 90.

Conduct and effort are satisfactory and above.

Honors:

A yearly average of 84.5 to 94.4 with no mark below 85.

Conduct and effort are satisfactory and above.

A mark of -70 is a failing grade.

Other Expectations::

All students must attend the Graduation Mass on Sunday, June 9th @ 10 AM. Those who do not attend this mass will not be permitted to attend the Graduation ceremony on Friday, June 15th.

Any child whose fees are not paid in full will not receive a Cap and Gown and will not participate in the Graduation Ceremony.

You are receiving one copy of this Graduation Policy. Please discuss this policy with your child. Once you have done so, sign the form below and return it to school. The policy is posted on our web site.

Thank you for your continued cooperation.

Sincerely,

Sister Mary Donna Murphy *Maura Carroll*

Sister Mary Donna Murphy, O.P.
Principal

Miss Maura Carroll
8th Grade Homeroom Teacher

I have read the above Graduation Policy and have discussed it with my child.

Parents' Signatures: _____ (Mother)

_____ (Father)

Student's Signature: _____