

Sinai Temple Religious School Policies and Guidelines

5769-5770

2009-2010

**Danielle Salem-Kassin
Director of Education**

Dear Parents,

Shalom. It is our pleasure and honor to welcome both you and your children, on behalf of Sinai Temple, to our Religious School.

The Centerpiece of the Jewish tradition is education. Learning transmits our ideals, solidifies our values, sharpens our minds and elevates our soul.

We at Sinai Temple take each of our students seriously. It is our mission to help them understand the ancient tradition of our people. We believe that educating your children is a sacred trust. We will do our best to be worthy of that trust.

We are excited about the coming year and look forward to meeting you and your children and spending many hours in joyous learning together.

Sincerely,

Rabbi David Wolpe

Rabbi Brian Schuldenfrei

Dear Parents,

Shalom! Our focus is to give our children an understanding, appreciation and love of their Jewish heritage. We also hope to instill a desire to practice Judaism both in the home and in the community. To meet these goals, we have created an environment that is challenging, but which also captivates the imagination and enthusiasm of the students. We want our children to develop a passion for learning, a connection to Israel and the desire to continue their Jewish studies as an adult, from generation to generation, "M'dor L'dor."

We are eager to create a partnership with you, and look forward to your participation in this learning endeavor.

With much affection,

Danielle Salem Kassin
Director of Religious School

Sinai Temple Religious School

Policies and Guidelines

MISSION ST☆RS STATEMENT

To teach the skills necessary to enable our children to enjoy the richness of a Jewish life, thereby creating a meaningful experience that will empower them throughout their lives.

We endeavor to touch children spiritually, intellectually, emotionally, and creatively, thereby ensuring a greater love and commitment to Judaism as they mature.

Do you want your child to be a ST☆R?

By the time your child finishes the ST☆RS program, they will be a STAR! With consistent attendance, students who complete our Kindergarten through seventh grade classes will be able to:

- Daven (pray)/Lead Shabbat evening and morning services
 - Prepare for and participate in significant life cycle events, such as Bar/Bat Mitzvah
 - Read Hebrew with fluency
 - Fully understand and celebrate all the Jewish holidays
 - Discuss biblical text and its relevance
- Appreciate the importance of Eretz Yisrael (the land of Israel)

POLICIES AND GUIDELINES

ATTENDANCE POLICY

Attendance on a regular basis is a basic requirement of the students. When a child is ill, please call the Religious School Office to inform the teacher.

Our students in the Religious School grades 3rd-7th have only 5 hours per week, plus ST☆RS Shabbat seven times per year. K-2nd have only 3rd to 5th hours per week. We use all of the time to the fullest! Therefore, all students must be in school on time, according to the established schedule.

- **If a student in 3rd-7th grade misses more than 12 classes, does not complete the required attendance of seven times per year to ST☆RS Shabbat, and does not complete the required make-up work or services, he/she will not be promoted to the next grade and there will be possible postponement of Bar/Bat Mitzvah.**

There are many pressures in our daily schedules, and we hope that Religious School is a priority.

*ST☆RS SHABBAT SERVICES

ST☆RS Shabbat Services are a mandatory part of our program. Please check the schedule for dates and times. (Almost always they are the second Saturday of the month.) Families/students must attend seven services per year. (Please dress appropriately for synagogue). We encourage all families to join us for the lunch following the service. We offer the opportunity for families to sponsor the lunch. Please call the Religious School office at (310) 481-3271 for details.

* Please see attendance policy.

*BAR/BAT MITZVAH REQUIREMENT

Students are required to have FIVE CONSECUTIVE YEARS of study in our religious school or student must be enrolled in Sinai Akiba Academy or a Day School by 5th grade. Family must be a member of Sinai Temple in good standing.

*Please request a copy of the Sinai Temple Bar/Bat Mitzvah requirements if necessary. All Bar/Bat Mitzvah dates are scheduled through the Cantor's office. (310) 481-3235.

BEHAVIOR

Good behavior will be expected from each student. Respect for the teachers and peers is of primary concern. If there is continuing misbehavior, parents will be notified immediately so that the problem can be solved together with the staff and child.

Appropriate conduct goes beyond the classroom. We see it as a part of teaching our children "Derech Eretz" – the difference between right and wrong. We should act according to the 4 R's of Derech Eretz:

- Respect for people
- Respect for property
- Respect for learning
- Respect for God

DISCIPLINE POLICY

The teacher will work with each student on an individual basis to handle any disciplinary problems. The Religious School Director will become involved when the problems continue or the student becomes a disruption to the class. Parents will be notified when a student is sent to the office. At that point, parents may be asked to attend a meeting with the teacher, Religious School Director and their child. When problems are serious or continuous, the Religious School Director has the option to suspend or expel the child from school.

CELL PHONES

If a student brings a cell phone to the Religious School it must be turned off. If a student's phone rings during class and or they are talking on the phone, the teacher will take the cell phone and give it to the Director and parents must pick up the phone from the Director's office.

LEARNING DISABILITIES

If the child has any learning disabilities, parents are responsible to inform the teacher, as well as the Director, in writing at the beginning of the school year. We enforce this policy to ensure the best possible learning environment for our children!

GUESTS

Students may not bring a guest to class. If you know a family who is interested in joining our synagogue, please contact the Religious School office and we will be happy to meet with or talk to the prospective congregants.

HOMEWORK

Our policy is that homework will be given if it is appropriate to a subject. We realize the pressure of the secular school homework assignments and are sensitive to the situation.

Homework will be assigned if students miss too many classes. This will be discussed with parents in the event that it becomes necessary. When something is assigned, we ask that you support the teacher and make sure that the work is completed.

In all grades, we highly recommend that Hebrew reading be reviewed at home (even if a parent does not read Hebrew; just listening to the child read will improve the child's reading). Reading Hebrew with your child each night is a goal to strive towards.

KIPPOT

Boys are to wear Kippot at all times. We encourage girls to wear them too. Kippot with the STARS logo will be given to each student. They are for sale in the office for \$5.00 each.

SECURITY

SECURITY POLICY

We are very serious about our responsibility for your child's safety. The safety and security of our students is our NUMBER ONE concern. Parents must support the security policy.

ON GROUNDS/SECURITY

At no time will students be permitted to leave our premises. Children must be picked up within view of our staff. Parents must review security policy carefully and follow the procedures.

CARPOOL DROP-OFF AND PICK-UP

Sinai Temple Religious School students should be dropped off and picked up on P-1. The only other alternative is for parents to park their cars on P-2 through P-4, get out and take the elevator up to retrieve their children from the classroom in person. No parent should use the Beverly Glen entrance. To do so is both dangerous and illegal. Los Angeles City Parking Control officers will be called and parents will receive a citation for up to \$300.00.

LATE FEES FOR PICK-UP

If parents come past 6:05pm on Wednesdays or past 12:30pm on Sundays on a regular basis, a late fee will be assessed. Thank you for your cooperation.

SIGNING OUT EARLY/COMING LATE

Early dismissal requires a note. If you wish to have your child leave class early, please send a note to inform the teacher then, parents must go to the Religious School office to get a slip. After parents have filled out a slip they can go to the class and give it to the teacher to pick up their child.

PLEASE NOTE: We will not release your child to anyone not listed on your registration form. If you wish to have someone pick-up your child who is not listed on the card, please send a note with the person's name and relationship to the child (e.g., friend, relative). The person may be asked to show identification if the teacher does not recognize this person.

VISITS

As a consideration to the teacher and students, please call the school office and let us know which day you will be visiting.

HEALTH AND SAFETY

EMERGENCIES

If a child should receive a minor injury while at school, it will be handled appropriately. In more serious cases, the parent will be notified immediately. In any injury in which we feel it necessary for the child to have medical attention and we cannot reach you, we will call 911.

EACH CHILD MUST HAVE A "CONSENT FOR EMERGENCY TREATMENT" FORM IN THE SCHOOL OFFICE.

EMERGENCY EVACUATION

In the case of an earthquake or fire, our staff is prepared with a detailed Emergency Evacuation Plan. Students will be swiftly moved to the safest possible area. They will be supervised and cared for until pick-ups are safe and possible.

INFECTIOUS DISEASE

Please do not send your child to school if he/she is sick or has lice. Please notify the school if your child contracts any infectious disease, especially lice or Chicken Pox.

If your child becomes ill at school, we will call you to come pick him/her up. If there is no fever, the office will take whatever measures it can to comfort the child and return him/her to class.

COMMUNICATIONS

PARENT-TEACHER CONFERENCES

Parent-teacher conferences are formally held once a year. However, teachers are available to meet with you throughout the year. We encourage you to contact your child's teacher if you have any questions regarding progress, class work, etc., or let us know of any special needs/circumstances.

PROGRESS REPORTS

Student progress reports are issued twice a year. The progress report includes a summary of what has been covered in the class, as well as an evaluation of your child's achievement and work habits. If a child receives an NI (needs improvement), it is important for parents to contact the teacher for a conference appointment.

ROOM PARENTS

As we begin to build a parent network, room parents are being sought to assist the teachers with programs, trips or to disseminate any important information. Please call the Religious School office if you are willing to be a room parent.

E-MAIL

All communication will be through e-mail. Please make sure you give us your e-mail address and check it often. In interest of saving lots of time and money we no longer do mailings. If a parent does not have e-mail, we will ask that they come to the office on a regular basis to pick up the e-mails that are being sent.

WEBSITE

Please check the Sinai Temple website @ www.sinaitemple.org for religious school information as well as other temple events.

TZEDAKAH (CHARITY)

Students will be encouraged to make regular contributions of canned food for the needy or to the school Tzedakah Fund. The amount is not as important as their continuing responsibility in caring for the needs of others who are less fortunate. During the year, the students will discuss and determine the distribution of funds.

GENERAL INFORMATION

CALENDAR

Each family will be issued a tentative yearly school calendar mailed to your home at the end of the summer before the school year starts.. We will notify you of any changes or additions to the calendar.

In case of changes, room parents will help by using phone trees. Please make sure that your address and phone number is correct on our roster.

ROSTERS

Rosters will be distributed as soon as possible. They include address, phone number and parents' names.

TEXTS

We encourage you to take all textbooks home at the end of the year to start a Jewish library for your reference. At the beginning of the school year, please take the time to look at your child's textbooks with them.

FAMILY EDUCATION PROGRAMS

These special Family Education Programs are geared to strengthen the family and the Jewish education of the family as a unit. This is a priority for our synagogue and our school. Please note when your child's family program is scheduled to take place and save the date. It is important that a parent or relative accompany their child to these special Family Education Programs.

The more support and emphasis the parents give to their children's Jewish education, the more the children will be involved.

SPECIFIC CLASSES

For special class curricula, please feel free to request a copy of the curriculum guide from the Religious School office.

ST☆RS Shabbat Morning Services

Attendance Policy

2009-2010

Dear Families,

We have designed our ST☆RS Shabbat Morning Services as a learning experience to encourage and to help students and families prepare for their bar/bat mitzvah at Sinai Temple. Attendance is a required part of our program for 3rd- 5th and 6th & 7th grade students (6th & 7th grade requirements differ slightly). **Even though it is not a required part of our program, we encourage and invite all families of students in K-2nd grade to attend services with us.**

The following is to clarify the ST☆RS Shabbat Morning Services requirements:

1. ST☆RS Shabbats are scheduled the second Saturday of the month throughout the school year. Each 3rd- 5th grade student must attend **seven** ST☆RS Shabbat Morning Service per year.
2. If ST☆RS Shabbat Morning Services fall on a date which you will be attending a bar/bat mitzvah at another synagogue, you will be required to provide us with a note signed by a parent, and a copy of the invitation to be excused from our ST☆RS Shabbat Morning Service.
 - This note will be filed and you will be excused from that ST☆RS Shabbat Morning Service without having to make it up.
 - A bar/bat mitzvah should not be used as a make-up for our ST☆RS Shabbat Morning Service if it is on a different date.
3. If a student has missed the ST☆RS Shabbat Morning Services, he/she will be required to make it up by attending another service at Sinai Temple. After the service, the student should find Rabbi Schuldenfrei, who will give him/her a pass. The student should complete this pass (after Shabbat) and turn it into the Religious School office in order to get credit for a ST☆RS Shabbat Morning Service.

6th & 7th graders and their families: We have heard the concerns of our community and have modified the requirements for 6th & 7th graders, as we understand that this year adds yet another challenge as students are preparing (or starting to prepare) weekly with the cantor for their own bar/bat mitzvahs.

6th & 7th graders:

Must attend seven Saturday Shabbat services either at Sinai Temple or at another synagogue. If students are attending Bar/Bat Mitzvahs they can bring the invitation to the office (and this will count for credit). If students are attending services at Sinai Temple they can get a service pass from Rabbi Schuldenfrei. We suggest you attend Torah in the Round service, which meets the 3rd Saturday of the month or Family Minyan which meets the 2nd and 4th Saturday of the month.

If you have any questions, please don't hesitate to contact us in the office at (310) 481-3271.

We look forward to seeing you ST☆RS Shabbat Morning Services.

Sincerely,

Danielle Kassin
Religious School Director

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CONSENT AGREEMENT

For consideration and for the promotional use of Sinai Temple Religious School, the undersigned, as parent or legal guardian of the child named below, irrevocably consents to the use by Sinai Temple of the child's photograph, name, and likeness in brochures, DVDs or any other promotional materials for the Religious School, and grants Sinai Temple all rights to use such photograph, name and likeness in such promotional materials.

PARENTS STATEMENT:

I have read the Policies and Curriculum Guide and understand the requirements of Sinai Temple Religious School. Specifically I understand that attendance policies and agree to adhere to them.

Student Name *(please print)*

Grade

Parents Name *(please print)*

Parents Signature

Date

Comments/questions/concerns (can be written here or discussed with Director).

<p>Please return this form to the Religious School office with your registration packet.</p>
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