

School Policies and Procedures

These policies are designed to assist in providing a positive learning environment and experience for our students.

Attendance

It is of great importance that students are in attendance when school is in session. With the intent of encouraging the success of all of our students, the Religious School Committee has adopted the following policy regarding absence and early dismissal of students from all classes.

In order for a student to progress effectively and be prepared for the following class, a student who misses a class, will be e-mailed a brief outline of the content covered in class, and, a reading and/or written assignment that is reflective of the content missed.

An assignment should be completed as soon as possible after it is received. The assignment should be returned to the student's teacher at or before the next class session. You may email the assignment to sshear@sinai-temple.org or send a hardcopy in with your child.

We recognize that children have busy lives and engage in many activities, Religious and Hebrew School being one or two of them respectively. Because of the limited time we have to teach, a great deal of work is done in each session. When a student misses school he/she is missing the information to progress effectively and to feel competent to participate in class.

We endeavor to make a student's time spent in Religious and Hebrew School worthwhile. The best chance for your child to be successful is to view his/her time here as a serious commitment. Your support in encouraging this attitude is greatly appreciated.

Homework

We realize that students have demanding schedules. While teachers limit the amount of homework students receive, assignments may be necessary. This is particularly true for the acquisition of Hebrew. Students will be sent home with reading practice. Hebrew School students are requested to spend 15 minutes at least three times per week practicing their reading.

Parent interest goes a long way to encourage student participation. If you have any questions or concerns about homework, please contact the teacher or the Director of Education.

Snacks and Food

Food used for any purpose in Sinai Temple Religious School must be considerate of the needs of **all** students in our school. Please let your child's teacher know if your child has food or other allergies which may impact participation in Religious/Hebrew School activities. We ask all parents to be considerate particularly of nut and dairy allergies and not send snacks that have nuts or are coated with dairy products. Please send snack for your child only.

Weekdays

- We understand that our weekday Hebrew students sometimes come directly from school to Sinai Temple and do not have time to go home for a snack. If this is the case, please keep in mind the following: Water is recommended for an appropriate drink. Please do not send juice boxes or soda.
- Snacks may be eaten during the first 10 minutes of class only. If your child will be late for class please be certain she/he has had a snack before arriving at Hebrew School.

Sunday

- Children in Kindergarten through 2nd grade may bring a *small* snack on Sunday mornings if you wish. Please send only food that can be consumed during that time. Water is recommended for an appropriate drink. Please do not send juice boxes or soda.
- Food may be utilized occasionally for special programs, and may be integrated, with discretion, into specific curriculum and class procedures that will be enhanced by its use. You will receive notification from your child's teacher prior to this occurring.

Behavior

We at Sinai Temple recognize that all children want to be accepted and valued and to behave in a manner acceptable to those around them. To encourage appropriate behavior, the professional staff models and positively acknowledges acceptable behavior.

The standards that have been established for appropriate student behavior include the expectations that:

- Students behave in a respectful manner to those with whom they interact, including teachers, other students, temple members, and visitors to the building; (“Respectful” is defined as, listening to others when they are speaking, responding to others in an acceptable tone and with an acceptable attitude, and carefully considering the viewpoints, thoughts and feelings of others before responding)
- Students demonstrate respect for the rights and property of others by not damaging any property belonging to the temple, teachers, or other students and by returning all items to their proper location when finished using them.
- Students attend class regularly. Please see the attendance policy for information regarding absences.
- Students come to class prepared to participate in all classroom activities and having completed assignments as requested.

A Word About Discipline

We work to make classes engaging, interesting and developmentally appropriate for the students attending Sinai Temple’s educational programs, thereby reducing the need for disciplinary intervention. Most incidents involving inappropriate behavior can be rectified with minimum intervention by redirecting the student’s energy to the established task at hand. Occasionally, greater intervention may be necessary and the teacher will, in addition to redirecting his/her behavior, speak to the child regarding the inappropriateness of the behavior. On occasion administrative intervention may become necessary. Should this happen, the Director of Education will speak to the child in an effort to resolve the issues causing the behavior. If these efforts are unsuccessful, and a student’s behavior interferes with the learning of others or in some way jeopardizes the learning environment or safety of the classroom, parents will be called and required to pick their child up early. Upon return, the student must demonstrate that his/her behavior will no longer interfere with the learning or safety of others.

Parents will be kept informed of any behavioral concerns the staff may have, and teaching staff and administration will work cooperatively to resolve any concerns.

Education Requirements for Becoming A Bar/Bat Mitzvah

- Any student planning to become a Bar/Bat Mitzvah must be enrolled in and attending Sinai Temple Religious/Hebrew School or an equivalent school which is organized and run under Jewish auspices.

This means that if the child becomes Bar/Bat Mitzvah in Seventh Grade, he or she must be enrolled in, attend, and complete the Seventh Grade Sunday, and mid-week Hebrew programs. (There is a minimum requirement of three years in our Sunday and Hebrew programs for anyone moving into the area after Third Grade)

If the child becomes Bar/Bat Mitzvah in Eighth Grade, he or she must be enrolled in, attend, and complete the Eighth Grade program offered by Sinai Temple.

It is also our understanding that becoming a Bar/Bat Mitzvah is part of the larger educational program of life long Jewish learning at Sinai. All students are encouraged and expected to continue learning through to the end of Tenth Grade Confirmation.

- Students who previously attended a Jewish day School, but are not presently attending one, will be evaluated by the Rabbi, Cantor and/or Director of Education to determine their competency in Hebrew. Attending Sinai Temple Hebrew School will be at the discretion of the Rabbi, Cantor and Director of Education. Attendance at Sinai Temple's Sunday program will be required. In addition, any child attending a Jewish Day School at the time of Bar/Bat Mitzvah but not during the previous few years will be evaluated to determine their competency in Hebrew. If the child's competency is deemed satisfactory, he/she will be considered to have met the equivalent of the Hebrew program at Sinai. If the child's competency is unsatisfactory, individualized assignments according to need will be developed by the Director of Education and/or the Rabbi or Cantor.

Sinai Temple Religious School will make every reasonable effort to meet the needs of special needs learners. Parents of children with documented special needs may, in addition, elect to provide individual Hebrew tutoring for their children based on the following criteria:

- To be eligible, the child must have a current IEP in place and be receiving special services in school. Parents should share the IEP, relevant assessments and/or other appropriate information with the Director of Education.
- The Director of Education will monitor each child's progress with a minimum of 2 evaluations per year.
- The child's family must meet with the Rabbi, Cantor and Director of Education at least one year prior to the Bar/Bat Mitzvah to discuss the specifics of the ceremony.

Exceptions to the Bar/Bat Mitzvah requirement policies will be considered **if** submitted in writing to the Religious School Committee. The Committee will respond in writing within seven days following its next regularly scheduled meeting. If the family is not satisfied, they may seek review of their request by the Sinai Temple Board of Trustees. (All decisions of The Board of Trustees are final).

Dressing Up” for Temple”

The Board of Trustees passed the following resolution at its meeting on December 16, 2004. The resolution originated with the Ritual Committee as a result of some concern about the way in which some congregants have been dressed during Shabbat Services.

Although a Jew can pray anywhere or any time on his or her own, there is something special about praying in a community setting. Although services at Sinai Temple are not overly formal, there is something holy about what we do in the sanctuary. That is why the Ritual Committee and the Board of Trustees believe that dressing appropriately for services is important. In particular, we believe that anyone who participates in a service by coming up to the bimah should be aware of the following:

- *Wearing skirts that are more than several inches above the knee is inappropriate.*
- *Girls exposing the midriff is not appropriate for the bimah.*
- *Boys will want to remember that when they are on the bimah, their shirts should be tucked in.*

In general, Sinai Temple recommends that children who participate in services or come up onto the bimah should dress the way they would dress for a public school concert.

Modesty and respectful dress is always appropriate.