

TO: Saint Brendan School Parents (as applicable)  
FROM: Miss Julie A. Onacila, Principal  
DATE: 2010/2011 School Year  
RE: Family/Custodial Situations - Relationship with School

Saint Brendan School is finding an increasing number of families experiencing transitions in parental custodial relationships. In addition, laws governing divorce settlements and custody have been recently changed. For this reason we find it necessary to clarify and re-state the usual procedures followed by the administration and faculty dealing with parents in such situations.

In two-parent families it is assumed that both parents are living at the same address unless we have been notified otherwise. Saint Brendan School personnel will, therefore, send home notices, communications, and etcetera with the child. It is assumed that both parents are communication regarding the child and that all information is shared by and between the parents. This information includes but is not limited to conference appointments, report cards, Edline updates, discussions with school personnel, and tuition statements.

In families experiencing separation of parents, or pending divorce, the above information will be sent home with the child to whichever parent currently has care of the child. It is assumed that this information is shared by the parents and between the parents. Since this situation frequently impacts on a child's achievement and interactions at school, parents are asked to inform both the principal and teacher of this fact so that appropriate support can be given to the child. Saint Brendan School personnel cannot proceed on hearsay, rumors, or demands of a parent, but only with the appropriate documentation detailed below

In cases of an actual divorce decree involving clear custody by one parent, the principal is to be informed by the custodial parent of this fact. A copy of the first page of the decree bearing the case number, the pages referring to custody and the relationship with the school, and the final page bearing the judge's signature are to be submitted to the principal. Unless

the decree indicates otherwise, school communications will be sent home to the custodial parent. Custodial parents should understand, however, that unless the divorce decree specifically limits the non-custodial parent's right to access the records, the non-custodial parent has the right to the same access as the custodial parent. We will, unless instructed by a Court Order, release such records upon request to the non-custodial parent. "Records" include official transcripts, report cards, health records, referrals for special services, and communications regarding major disciplinary actions. It does not include daily class work and papers, or routine communications sent through the children to the home of residence. In these cases the custodial parent is asked to cooperate with the school and share this information directly with the non-custodial parent. This avoids time-consuming duplication of services.

Further, you should realize that unless restricted by Court Order, any non-custodial parent has the right to attend any school activity of their child which includes sports activities and class programs. Parents should keep each other informed as to these activities to avoid duplication of communications and to allow the school to better attend to the duty of teaching your child.

In cases of "joint custody" (shared parenting agreements) entitling both parents access to school personnel and activities, it is assumed that one copy of communication and information will be sent home with the child and that this will be shared by and between parents.