The Three Party Partnership for Excellence:

Student  Parent  School

Website: www.brrice.edu
Mission Statement

Brother Rice High School is a Catholic College Preparatory School for young men. Inspired by the Essential Elements of an Edmund Rice Christian Brother Education, the school fosters the spiritual, intellectual, cultural and physical development of its students. The Brother Rice community promotes excellence through an environment conducive to lifelong personal growth, responsible moral choices and critical thinking.

In light of the Mission Statement, a Brother Rice graduate will ideally do the following:

- Develop a personal spirituality based on Catholic teaching that encourages active participation in a community of faith.
- Cultivate continuing intellectual curiosity through the use of critical and analytical interaction with his environment and culture.
- Make healthy life choices that enhance physical and emotional well being for himself and others.
- Exhibit personal and social responsibility as a member of the global community.
- Pursue leadership roles and willingly accept the accompanying authority and responsibility.
- Recognize and respect the dignity of each person and value the cultural diversity of society.
- Demonstrate an awareness of and appreciation for the various forms of the Arts and Sciences.

The Principal's Prerogative

Notwithstanding any provision of the Parent-Student Handbook, in all matters that relate to the health, safety and welfare of any student or employee of Brother Rice, the good name and reputation of the school, or the security of the school, the Principal of Brother Rice reserves the right to take any action he deems appropriate to preserve and protect the best interests of the Brother Rice Community.
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Three Party Partnership
for Excellence

The Student, The Parents, and Brother Rice High School

The Parent-Student Handbook has been compiled to familiarize parents and students with Brother Rice’s philosophy, goals, academic requirements, school services and activities, student conduct and responsibilities, and any other pertinent information. Brother Rice provides an excellent educational experience for all students, while at the same time affording young men the opportunity to mature into Christian gentlemen. Students are encouraged to develop their academic and extracurricular talents in a community of faith where teachers, parents, administrators, staff, and students endeavor to live the values of the Gospel.

By enrolling at Brother Rice, both parents and the student agree that the student will comply with all regulations that are now in effect or which may become effective during the student’s enrollment at Brother Rice concerning conduct, dress, attendance, and official vacation periods, and that the student will fulfill all academic requirements. The parents also agree to meet annual financial obligations to the school. Parents and students should read and discuss the contents of the Parent-Student Handbook. It is very important that parents and students familiarize themselves with the standards of discipline and the rules of conduct that must be respected and honored during the student’s enrollment at Brother Rice.

Parents and students are required to sign the Parent-Student Handbook Acknowledgment Form.

Teachers will keep confidential information entrusted to them so long as no one’s life, health or safety is at stake. Parents will be promptly notified of teacher concerns.
IV. Foster and Invigorate a Community of Faith.

- provide a disciplined, safe atmosphere in which students are free to grow and take responsibility for their own learning and for the life of the community
- sustain compassionate, respectful relationships among all stakeholders
- be in union with the Church through commitment to service and formation of community
- encourage faculty and staff to give daily witness to their integral role in communal faith formation
- embrace the human condition and welcome God’s healing

V. Celebrates the Value and Dignity of Each Person and Nurture the Development of the Whole Person.

- promote respect for each individual as created in the image and likeness of God
- value the diversity of the human family and seek to reflect diversity among the students, faculty and staff
- promote strong programs for personal, professional, and pastoral care
- offer co-curricular activities and programs that are important to a student’s holistic education
- strive to provide just remuneration for faculty and staff

VI. Collaborate and Share Responsibility for the Mission.

- empower all members of the community to share in the mission
- work with parents who are the primary educators
- collaborate with Edmund Rice Christian Brother ministries on local, regional, and international levels
- foster a deeper understanding of the vision of Blessed Edmund
- promote active participation in governance by boards and diocesan officials

VII. Pursue Excellence in all Endeavors.

- promote a strong academic curriculum and cultivate a desire for excellence
- develop an educational culture that fosters the growth of the whole person, higher-order thinking, and life-long learning

The Essential Elements of an Edmund Rice Christian Brother Education calls educational ministry sites and those working in them to …

I. Evangelize Youth within the Mission of the Church.

- proclaim the Good News of Jesus Christ in word and deed
- permeate the entire curriculum, activities, and all aspects of the educational process with the Gospel message of Jesus Christ
- encourage young people to a deeper relationship with Jesus Christ
- provide opportunities for liturgies, retreats, vocation awareness workshops and daily prayer

II. Proclaim and Witness to Catholic Identity.

- give priority to religious instruction with opportunities for faith development and theological understanding
- participate in the sacramental life of the Church and model a living faith through the use of rituals and symbols
- foster devotion to Mary and the communion of saints
- ensure that Catholic identity permeates all endeavors: all classes and activities, procedures and policies, services and programs

III. Stand in Solidarity with those Marginalized by Poverty and Injustice.

- promote policies and structures that reflect a climate of compassion for the poor and disadvantaged
- include education and advocacy for peace, justice, global awareness and care for the Earth
- prepare students to work toward the creation of a just society
- encourage ministry experiences that work with and serve the poor and marginalized
- support mission areas at home and abroad
- establish tuition and scholarship policies that open educational opportunities to the poor and disadvantaged

Brother Rice High School
**Blessed Edmund Ignatius Rice**  
**1762-1844**

The founder of the Christian Brothers of Ireland, Edmund Rice, was born in 1762, near the town of Callan. He was educated, married, and became a prosperous merchant, landowner and leader of Catholic activities in the city of Waterford. Edmund's wife died tragically, leaving Edmund and their daughter behind. After a number of years, Edmund contemplated life in a monastery on the continent, but a friend with connections to the local bishop encouraged him to look out upon the poor of Waterford and find his mission there, first among the youth of the city's neglected poor. The Bishop of Waterford encouraged him to begin a school for poor boys. The parents of these boys refused to send their sons to the existing Protestant school. In 1802, Edmund began his educational work in a room above a local barn and in 1803, secured the land which was to become Mt. Sion, the first school of the Edmund Rice system. Although best remembered for his dedication to teaching young boys, Edmund Rice also ministered to the imprisoned, opened a homeless shelter, and instituted an adult education program.

Pope Pius VII gave papal approval to the Congregation in 1820. Edmund took the name of Brother Ignatius, and in 1822, Brother Edmund Ignatius Rice was elected the first Superior General of the new congregation.

Brother Edmund Ignatius Rice died on August 29, 1844, at Mount Sion, Waterford. On April 2, 1993, His Holiness Pope John Paul II formally declared Br. Edmund Ignatius Rice to be Venerable. He was beatified in Rome on October 6, 1996.

**Congregation of Christian Brothers**

Members of the Congregation of Christian Brothers (“Irish Christian Brothers”) are those spiritual sons of Blessed Edmund Ignatius Rice who are devoted to the Christian education of youth. The word “Christian” implies that they are doing the work of Jesus Christ, who began “to do and to teach.” As Brothers they are spiritually united, working as a team, praying, and living together in family unity.

Blessed Edmund Ignatius Rice founded the Brothers of the Christian Schools of Ireland. The Congregation, however, soon spread to other countries. The Brothers, particularly in the United States, are descendants of many nationalities. As a result, in 1966, the Congregation officially changed its name to the Congregation of Christian Brothers in order to better reflect its international character.

The Brothers are lay religious, with vows of poverty, chastity, and obedience. Their first duty is their own personal sanctification. Each day, time is allotted for prayer, meditation, and spiritual reading.

The Brothers’ education extends throughout a lifetime. The Brothers in educational ministries are in a position to give their full time attention to the education of their students. Today, with headquarters in Rome, more than 1,000 Brothers staff schools in Ireland, England, Australia, New Guinea, India, Africa, Canada, and several South American countries, as well as in the United States. In 2005, the Brothers celebrated one hundred-twenty five years of service in North America.

The Brothers of Brother Rice are members of the North American Province (district) which conducts schools in Canada and the United States as well as ministries in South America and the Caribbean.

**Faculty**

The Brother Rice faculty/staff consists of members of the Congregation of Christian Brothers, dedicated lay people, religious sisters and a priest who serves both as a chaplain for the school as well as a teacher. All are committed to educate students in the ideals of Catholic education. Seventy percent of the teaching staff have Master’s degrees, and more than half of the faculty have taught at Brother Rice for ten years or more.

**School Colors**

The official school colors are black and orange. In an effort to avoid duplicating the school colors of other area boys' schools, Br. Hueller, the first Principal, chose our present colors in 1960.

**School Song**

“All hail our Warriors. Hats off to thee.  
To our colors, true we will ever be.  
Orange and black, united we stand.  
Working ever …  
Failing never …  
Pulling for our team together  
Warriors we think you’re grand  
G-R-A-N-D ... Grand!”

**School History**

Brother Rice is a private, fully accredited, four-year Catholic college preparatory high school. It is an independent Michigan corporation (Christian Brothers of Michigan, Inc.) that is sponsored by the Congregation of Christian Brothers, founded in 1802 by Blessed Edmund Rice, after whom the school is named. Today there are over one thousand Brothers in twenty-five countries teaching young people in 300 institutions, including primary schools, universities, technical schools, special education and other educational related ministries.

During the late 1950s, three laymen, Mr. John O’Hara, Mr. Bob Ryan, and Mr. Bob Cronin, recognized the need for Catholic high schools in the growing northern suburbs of Detroit. With the assistance of the pastors of the neighboring parishes, St. Bede, St. Columban, Holy Name, St. Hugo of the Hills, and Our Lady Queen of Martyrs, and with the moral and financial support of the parishioners, the Archdiocese of Detroit was approached. Edward Cardinal Mooney, Archbishop of Detroit, asked the Congregation of Christian Brothers to come to Birmingham, and Brother Rice opened its doors in the fall of 1960.
Academic Information

**Academic Honors**
In addition to honor roll status, academic excellence is acknowledged each year at an awards ceremony. Departmental and extra-curricular activity awards are presented to students at this event. In addition, various awards and medals are presented to seniors at graduation. Seniors graduating with a cumulative grade point average of 3.4 or higher are designated as graduating "with honors." Ordinarily, Class Salutatorian and Valedictorian are selected from the members of the graduating class who have the highest cumulative grade point averages at the end of the 7th semester of study at Brother Rice.

Under ordinary circumstances, the Valedictorian is ranked first and the Salutatorian is ranked second. However, level of difficulty and number of courses taken may be used as criteria for selecting Valedictorian and Salutatorian.

Because Brother Rice is a college preparatory school, the curriculum is designed to prepare students for studies on the university level. Brother Rice students are expected to maintain a level of achievement consistent with this goal.

Athletic Awards/Acknowledgements for the 14 interscholastic sports which Brother Rice sponsors are distributed by the coaches at the conclusion of the various seasons.

**Academic Requirements**
In order to meet the requirements for promotion to the next grade, the student must pass and earn at least 6 credits per year. Credit is awarded when the student earns a passing grade ("A," "B," "C," "D" or "P") in a particular course. Credit is not given for courses failed.

In the event of failure, the student must make up the credit during the summer months in a recognized summer school program. Because of the limited time available for study during the summer, usually only one full credit or two half-credit courses may be taken. A summer school course that is a repeat of a course failed during the school year will appear on the student’s permanent record as a summer school course and will be entered as no more than a “C” grade in the student’s Grade Point Average. The credit for the course will be added to the student’s total credits.

A student is required to withdraw from Brother Rice if he is short credit(s) due to failing grades received during the school year.

Any student who has a G.P.A. below 1.80 will be placed on academic probation. Probation status is intended as a warning that the student’s academic performance is such that he may be required to withdraw from the school unless his grades show significant improvement.

Semester examinations are given in January and June. Permission should not be sought to take the exams at times different from those scheduled.

**Admission Requirements**
Brother Rice educates young men from a variety of backgrounds and communities. Not every student who applies can be accepted. In selecting students, every effort is made to evaluate the applicant’s potential as a student and as a contributor to school life. Additional consideration is given to students from feeder parishes, sons of graduates, as well as brothers of students or graduates.

**INCOMING FRESHMEN:** There are multiple opportunities for incoming freshmen and their families to observe what the Brother Rice community has to offer. Activities such as school tours, shadow days, open houses, and other admissions events are provided throughout the school year. All applicants must fill out an application, take 1 of the 4 entrance exams, and provide additional transcript documentation such as report cards, profile forms, and other standardized test scores to be considered for admission to the school. Additionally, all students are interviewed before acceptance to Brother Rice.

**TRANSFERS:** A limited number of transfer students are accepted to Brother Rice. These applicants must submit a formal application, a transcript of all high school grades and courses, additional standardized test scores, and must be in good standing with their current high school. Citizenship and "reasons" for transferring are also considered. Generally, a grade point average of 2.75 or above (in core subjects) is required. All transfer students must complete a formal interview to be considered.

**Athletic Awards**
Brother Rice sponsors are distributed by the coaches at the conclusion of the various seasons.

**Course Selection & Student Schedules**
During February, students select their course of study for the next school year. Parental approval and in many cases faculty
approval are required for the program of study chosen by the student. Once students have selected their programs of study, their schedules of classes are processed by computer. Changes in student schedules are rarely made and only for serious academic reasons. Consequently, students should choose their courses with care. A fee is charged for a change of schedule. For reasons related to health, all students are required to have a lunch period.

**Elective Courses**

An elective course is defined as a non-required course chosen by the student. If this course is selected to fulfill the course requirement for a particular year, it must be completed. A student must complete at least six credits per year. A student may not drop a required elective course. A distinction is made between academic electives (math, science, English, etc.) and enrichment electives (band, drama, art, etc.). A student may take no more than one enrichment elective per year to meet the course requirements for a particular year. Elective courses are designated as academic or enrichment on the course registration form. In order to take a 7th academic course in sophomore, junior, or senior year, a student must have a cumulative G.P.A. of 3.0 or higher.

**Grade Reports**

Report cards are mailed home at the conclusion of each of the four quarters of the academic year. When necessary, Progress Reports indicating that the student has unsatisfactory grades are usually sent home by teachers several weeks prior to the end of each quarter.

**Parent/Teacher Conferences**

Parent/Teacher Conferences are scheduled for the first three quarters after Progress Reports have been sent home. However, parents are encouraged to contact teachers at any time.

**Graduation Requirements**

- Computer Applications ................. 0.5 credits
- Economics ................................. 0.5 credits
- Electives .................................... 2.0 credits
- English ...................................... 4.0 credits
- Health ...................................... 0.5 credits
- Mathematics ............................... 4.0 credits
- Modern Foreign Language .............. 2.0 credits
- Physical Education ........................ 0.5 credits
- Science ..................................... 3.0 credits
- Social Studies ............................... 2.5 credits
- Speech ....................................... 0.5 credits
- Theology ................................. 4.0 credits

**Total Required Credits** .................. 24.0 credits

Math must include 1.0 credit in each of the following: Algebra I, Algebra II and Geometry. Social Studies must include 1.0 credit in American History, 0.5 credit in Government and 1.0 credit in World History. Science must include 1.0 credit in Biology and 1.0 credit in either Chemistry or Physics. Each student must be enrolled in six courses each semester to be considered a full-time student. All students are required to be full-time students. Attendance at the Graduation Ceremony is mandatory.

**Course Offerings**

See Course Description Handbook.

**Christian Service Requirements**

As part of the theological education at Brother Rice, each student must complete twenty (20) hours of Christian Service work per school year, three (3) of which will be earned by student participation in our all-school service day. For FRESHMEN, another ten (10) may be completed at the school working at such functions as the Open House, the Auction, the Brother’s Brunch, the Mother-Son Mass, the Leadership Conference, etc. Hosting an 8th grader may also be applied as in-school hours, but a maximum of 5 hours is all that may be attained this way. Please note that in-school hours are an option, not a mandate. For Sophomores, Juniors and Seniors, only five (5) hours may be earned by working at the school. Aside from the hours that may be completed at school, all other hours must be accumulated working for a parish, health care facility, or charitable organization. Work with nonprofit organizations, youth sports leagues, public schools, animal agencies, family friends and neighbors usually do not qualify. Approval for Christian Service work is at the sole discretion of the Campus Minister. Approved work may be done during the summer prior to a given academic year. Students who work additional hours in any given year may not apply such hours to the next year’s requirement.

All service work must be completed by May 9, 2016, or a student will be suspended until such time as the requirement is met. Our objective is to assist the young men of Brother Rice in their Christian discipleship with Matthew 25:31-46 providing the scriptural basis for our understanding of Christian Service.

**Honor Roll**

For a student to qualify for “A” Honor Roll status, he must have a minimum grade point average of 3.650.

In order for a student to qualify for “B” Honor Roll status, he must have a grade point average from 3.000 to 3.649.

The Honor Roll is posted on the school website.

**Student Records**

A permanent academic record is kept for each Brother Rice student. The following information is included in the student’s academic record: the student’s name, current address, dates of attendance at Brother Rice, date of birth, date of graduation, entrance examination scores, SAT and ACT scores and the scores of any other standardized tests the student may have taken, semester grades only and the cumulative grade point average.

All student transcripts and other records are the property of Brother Rice and, unless otherwise specifically required by law, may be withheld in the discretion of the school until all financial accounts have been satisfied.

**Marking System**

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<th>Regular Courses</th>
<th>Honors/AP Courses</th>
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<tr>
<td>A....4.0</td>
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<tr>
<td>B.......3.0</td>
<td>B ..... 3.4</td>
</tr>
<tr>
<td>C......2.0</td>
<td>C ..... 2.2</td>
</tr>
<tr>
<td>D.......1.0</td>
<td>D ..... 1.1</td>
</tr>
<tr>
<td>F.......0.0</td>
<td>F...... 0.0</td>
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Grade Point Averages (G.P.A.)

Grade point averages (G.P.A.) are computed for each quarter and will appear along with the current G.P.A. on each report card. The cumulative G.P.A., however, is the only G.P.A. recorded on the permanent academic record. The cumulative G.P.A. is based on the semester grades that a student receives during his four years at Brother Rice.

The G.P.A. is computed according to the following formula:

Total Quality Points/Total Ranking Credits = G.P.A

For example: Student X has received the following grades at the end of the semester:

- English: A, .50 credit
- Math: C, .50 credit
- History: B, .50 credit
- Science: D, .50 credit
- Theology: C, .50 credit
- P.E.: .50 credit

The Quality points for each grade are multiplied by the credit for each course:

- English: 4 x .50 = 2.00
- Math: 2 x .50 = 1.00
- History: 3 x .50 = 1.50
- Science: 1 x .50 = 0.50
- Theology: 2 x .50 = 1.00
- P.E.: 0.0 x 2.50 = 6.00

Total Quality Points/Total Ranking Credits:
6.00/2.50 = 2.40 G.P.A.

Honors Courses

Entrance into honors courses requires a minimum cumulative G.P.A. of 3.400 and current instructor’s approval.

Semester Exams

Semester examinations are given in January and June. All students are required to take these examinations at the scheduled times and dates. Second semester seniors who have an “A” average in a particular course and those who are required to take an AP exam are exempt from their spring final exams in such courses.

Academic Review Board

The Academic Review Board, composed of the Principal, Assistant Principal, the Dean of Faculty, the Director of Counseling, the Athletic Director, and the Band of Brothers Director, meets quarterly in order to evaluate students who have poor grades. Specifically, students who have a G.P.A. below a 1.80 are ineligible to participate in extracurricular activities. Quarter grades are used for first and third quarters and semester grades are used at the end of each semester. Support to remediate poor achievement and monitoring will be made available in the form of NHS tutoring and an after-school study hall. Students remain ineligible until the next report card marking.

Summer school attendance is mandatory to make up failed courses and is recommended for those courses in which a student receives a grade of “D.”

In cases where failures are not made up during the summer, the Board may require the student to withdraw from the school. The Board may require any student whose overall or current academic record is poor to attend a mandatory study hall and/or study lunch during the school day. This may include anyone whose G.P.A. is below a 2.0.

Supplementary Summer School Courses

If a student takes a supplementary course in a summer school program, the course title, credit and grade will be recorded on his transcript if he wishes. However, a summer school grade will not be included in his G.P.A. Students may not take a required course in a summer school program. Courses required for graduation, including elective courses by the student, must be taken at Brother Rice during the regular school year. Courses failed during the regular school year must be repeated in summer school.

Withdrawal from Courses

A student may not withdraw from a required course. This includes an elective course taken as one of the six courses required for each semester.

A student may withdraw from an extra course up to twenty (20) school days prior to the conclusion of the first semester. He may not withdraw from a course after that time. If a student withdraws from a course during the first twenty (20) school days of the first semester of a course, such course will not appear on the student’s permanent academic record. After that time and up to twenty (20) school days before the end of the first semester of that course, the student will receive a grade of “WP” or “WF” (withdrawn, passing or failing) that will remain as a permanent entry on the student’s academic record. A full year extra course that is dropped after twenty (20) school days of the second semester will receive a grade of “WP” or “WF” and will appear as such on the student’s permanent academic record. The second semester of a full year course may not be dropped within twenty (20) school days before the end of the second semester. A fee is charged for dropping a course.

Credit earned by the successful completion of the first half of a full credit course will remain on the student’s academic record, but this credit ordinarily cannot be counted as part of the credits required for graduation.

An elective course that is chosen by a student to meet the course requirements for a particular year becomes a required course for that student. Such a course may not be dropped.

Textbook Purchases

Books and supplies are not included in the tuition charges. All books and supplies are available online at bookstore.brrice.edu starting July 14th. Books should be purchased before August 15th, to ensure availability. Clothing, gift and school items are also available in the Bookstore and online. The Brother Rice Bookstore (ext. 2330) is open on school days from 8:00 a.m. to 4:00 p.m., with summer hours from 9:00 a.m. to 3:00 p.m., Monday through Friday.

Summer School

Brother Rice summer school is limited to remedial courses required or recommended for incoming freshmen. Tuition for English and Math courses will be charged.

Entrance into honors courses requires a minimum cumulative G.P.A. of 3.400 and current instructor’s approval.

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An elective course that is chosen by a student to meet the course requirements for a particular year becomes a required course for that student. Such a course may not be dropped.

Textbook Purchases

Books and supplies are not included in the tuition charges. All books and supplies are available online at bookstore.brrice.edu starting July 14th. Books should be purchased before August 15th, to ensure availability. Clothing, gift and school items are also available in the Bookstore and online. The Brother Rice Bookstore (ext. 2330) is open on school days from 8:00 a.m. to 4:00 p.m., with summer hours from 9:00 a.m. to 3:00 p.m., Monday through Friday.

Summer School

Brother Rice summer school is limited to remedial courses required or recommended for incoming freshmen. Tuition for English and Math courses will be charged.
Transcripts

Transcripts are sent electronically through Parchment. Exchange transcript requests must be submitted online at www.parchment.com. A graduating senior’s final transcript will not be sent until all financial, academic, and disciplinary obligations have been met.

Senior Portraits

The official senior portrait studio for the yearbook and composite picture is Prestige Portraits by Life Touch. Seniors must have their portrait taken no later than September of their senior year. Seniors must wear a white dress shirt, a Brother Rice tie, and a dark suit jacket for the photograph. They must also be clean shaven with hair trimmed above the collar and no earrings.

Financial Information

Tuition & Fees 2014-15 School Year

In response to rising costs, the tuition for the 2014-15 school year is set at $11,400. The tuition charge is maintained at the lowest possible level without sacrificing the high quality of education provided. Brother Rice is a nonprofit institution, and receives no subsidy funding from the Church or any public source. The school is operated wholly from its tuition and fundraising revenues.

Payment of all charges must be made promptly and in accordance with the schedules shown below for Brother Rice to meet its commitments and operate as economically as possible.

Single student tuition................. $11,400.
2nd, 3rd, etc. students (each) ........ $10,900.
International Student ................. $12,900.

Advance tuition in the amount of $650.00 plus $1350.00 registration fee is due prior to registration time for all classes in February 2014. A second advance tuition payment of $1,500.00 is due in May 2014. These fees and payments are not refundable. The balance of tuition may be paid in full in July, 2014 or payments may be made as follows: July, 2014 — $4,625; balance due December, 2014 (special fees will be included in second billing); or, by the alternate payment plan which requires that, after two advance payments have been made, the balance of tuition and fees are paid on a monthly basis beginning July, 2014 and ending April, 2015. There is a $100.00 yearly fee for this method of payment.

All families are required to create an account in Smart Tuition for enrollment and tuition processing. Families will select their preferred payment date and method. Late fees are assessed by Smart Tuition one day after the due date.

If an account is delinquent 30 days, the student may be suspended from class and from participating in school activities, such as sports, graduation, trips, dances, prom, etc. No class credits, diplomas or transcripts will be given or transferred until the account is made current.

Withdrawal/Refund Policy: Students entering or leaving Brother Rice during the year will be charged the full semestertuition in which they enter or leave and all fees.

Special Fees (Not Refundable)

- Advanced Placement Course Fee ............... $90.00
- Graduation Fee (includes 10 announcements, 100 name tags, cap, gown, tassel, etc.) ........ $115.00
- Schedule Change Fee ........................ $100.00
- Parking Fee ....................................... $125.00
- General Fee ...................................... $350.00
- Alternate Payment Fee .......................... $100.00

An Advanced Placement Course includes an AP Test Fee. In addition to any student enrolled in an AP Course, any student not in an AP Course but taking the AP Test must pay the AP Fee.

Financial Aid

Brother Rice offers a limited number of financial aid grants on the basis of need. Applicants are required to send the necessary financial information to Private School Aid Services, including their most recent income tax return. Available funds are distributed to accepted students after review by an administrative board. This grant money is distributed on a yearly basis and has no relationship whatsoever to athletic achievement. Financial Aid forms are available at the Business Office.

In the event of the death of a primary support provider in the family of a Brother Rice student, the Deceased Parents Endowment Fund will assess the financial needs of the family and, if necessary, pay the tuition of the student until he finishes Brother Rice, if the family so wishes.

Extra-Curricular Activities

Extra-Curricular Participation & Academic Eligibility

In order for a student to participate in extra-curricular activities at Brother Rice, each student must maintain at least a 1.80 G.P.A. at every grading period. Failure to do so will make the student ineligible to participate in all extra-curricular activities. The student may regain his academic status provided that he obtains satisfactory reports in all subject areas after a specified period of probation. A repeat of ineligible activity will result in exclusion for the rest of the current grading period. Future eligibility will be determined at the end of the grading period.

Extra-Curricular Participation & Absences

The student may not participate in any before or after school activity if he has missed more than half of his academic classes for that day. For example, a student with six academic periods must be present for three full classes. Students who miss one or more morning classes after an evening event may have their participation limited for the day of their return. Failure to comply may result in being excluded from the next two events scheduled for that activity.
■ **Extra-Curricular Code of Conduct**

Brother Rice encourages students to participate in athletics and other extra-curricular activities. Student eligibility to participate in such activities is a privilege, not a right. Any student participating in athletics and/or activities will be required to abide by conduct which includes but is not limited to the following conditions:

- As pursuant to law MCLA 380.1318, students may not use any performance enhancing substance, including but not limited to any substance listed in by-law 31.2.3 of the National Collegiate Athletic Association, as well as any substance that may be listed as a banned substance by the Michigan Department of Community Health. See www.ncaa.org/health-safety for a complete and current list of NCAA banned substances.
- Students must comply with other rules and regulations established by Brother Rice High School and by the coaches or sponsors of the extra-curricular activities.

Students at Brother Rice High School are expected to conduct themselves in a Christian manner in all their activities, scholastic and otherwise, respecting the rights, health, and safety of others. These same requirements are the obligation of the Brother Rice student at all Brother Rice sponsored extra-curricular events on the Brother Rice campus or at any other location. If a student is asked to leave any extra-curricular activity for inappropriate behavior, the parents of that student will be called, and the student will be sent home. Other consequences, as outlined in the Parent-Student Handbook, will follow.

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**NCAA Eligibility:**

**Prospective Student-Athletes**

NCAA Eligibility Center Website: [www.eligibilitycenter.org](http://www.eligibilitycenter.org)

Toll free telephone number: (877) 262-1492

A prospective student-athlete is someone who is looking to participate in intercollegiate athletics at an NCAA Division I or Division II institution in the future.

After the completion of 6 semesters, students register with the NCAA eligibility center ([www.eligibilitycenter.org](http://www.eligibilitycenter.org)) and send their transcript and test scores (ACT or SAT) to the NCAA Eligibility Center. Test scores are sent directly from ACT.org and/or collegeboard.com. Transcripts are sent by the student electronically by registering at www.parchment.com. Academic-Eligibility requirements mandate students successfully complete specific approved core courses. A listing of these courses is available on the NCAA website (see above). Brother Rice’s school code is 230 329.

It is the responsibility of the student to make sure they meet all NCAA requirements. If questions arise, students should see their guidance counselor.

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**SCHOLASTIC ELIGIBILITY:** see Activity and Athletic Eligibility. Requirements listed at the left.

**PARTICIPATION:** Team members must have a physical exam, parent's consent, and maintain a 1.80 or better G.P.A. Quarter G.P.A.’s are used for 1st & 3rd Quarters. Semester G.P.A.’s are used for 1st & 2nd Semesters.

Certificates of participation, “letters” and/or special awards are presented to deserving team members upon completion of the season of that sport.

Team members must follow all guidelines, rules, and regulations, as outlined by the Athletic Director at the beginning of each season.

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**Interscholastic Athletics**

Interscholastic athletics consist of the following sports:

**Fall:** Cross-Country........... Unlimited Participation
Football............................ Unlimited Participation
Soccer......................... Limited Participation
Tennis......................... Limited Participation

**Winter:** Basketball............... Limited Participation
Ice Hockey.................. Limited Participation
Skiing............................... Limited Participation
Swimming/Diving.... Unlimited Participation
Wrestling......................... Unlimited Participation
Bowling......................... Limited Participation

**Spring:** Baseball............. Limited Participation
Golf................................. Limited Participation
Lacrosse.......................... Limited Participation
Track.................................. Unlimited Participation

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**Intramural Sports**

Intramural teams include the following sports and others to be determined:

**Fall:** Flag Football, Bowling

**Winter:** Basketball

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**Student Activities & Clubs**

**BAND & ORCHESTRA:** The band ensembles perform at some sporting events, competitions, and civic functions as requested. The symphonic band, chamber ensemble, and jazz pep band perform formal concerts during the year.

**BEAM&R:** Committed to helping students realize their potential in the business world, BEAM&R sponsors a diversified group of activities, programs and competitions designed to inspire and motivate members to explore their dreams. All students from Brother Rice and Marian are invited to join BEAM&R and to attend any one of our meetings.

**BROTHER RICE BROADCAST NETWORK (BRBN):** The Brother Rice Broadcast Network (BRBN) is an activity for students in all grades. The primary focus of the BRBN is to perform live broadcasts at Brother Rice athletic events. Students who participate will learn how to set up and operate the equipment, produce and engineer the broadcasts, and do live in-game broadcasts. Additional opportunities exist to attend workshops and seminars through local college and professional sports teams. Students can select any or all of the different sports seasons to join and participate.
**CHIEFTAIN (School Newspaper):** The school newspaper is for all students who are positively interested in promoting the best interests of the school and student body. Staff for the school newspaper is selected by criteria set by the English Department.

**DEBATE:** This activity develops confidence, poise, and the ability to think and express oneself logically and persuasively. A national topic is selected annually and is debated the whole year. Competition is with other high schools in the Catholic and state leagues and in tournaments both in and out of state.

**DRAMA:** The Marian-Rice Players (MRP) stage a play each fall and a musical each spring. The outstanding performances in the past included not only the talent of the actors but the dedication and skills of the stage crews, costume committees, lighting staffs, production people and many other support groups necessary for excellent theatre. The Marian-Rice Players sponsors an annual trip to New York City in the fall.

**FORENSICS:** Oratory, declamation, extemporaneous speech, dramatic interpretation, dramatic readings, humorous readings and children’s story telling are typical categories in this area of speech activity; also, students are prepared for both Catholic and state league competition in all branches of public speaking.

**LATIN HONOR SOCIETY:** The Latin Honor Society offers an extra-curricular activity for any Latin or Greek student. Its goals are to provide a forum for students interested in engaging with others in their study and involvement in the ancient world, and in furthering Classical Studies. The Brother Rice Chapter is part of the larger Michigan and National Classical league.

**LETTERMEN CLUB:** The purpose of this club is to support athletics while serving the community at large. Members will interact getting to know other athletes besides their teammates. When called upon and as needs arise, the Club will step up to any challenge. To be a member, a student must have earned his varsity letter and must apply for acceptance. Members must be in good standing academically and behaviorally. Leadership positions will be earned within the Club.

**MODEL UNITED NATIONS:** Students represent specific nations, draft resolutions, and meet in caucus, committees and general assembly. The research, debate and role-playing are educational and enjoyable for participants.

**NATIONAL HONOR SOCIETY:** The Aquinas Chapter of the National Honor Society at Brother Rice takes in new members once each year in the fall. Any junior or senior who has attained a cumulative grade point average of 3.45 or better is eligible to apply for membership. Because the NHS is a service organization, its primary function is to serve the school and community in any way possible. Members tutor other students in any academic class offered at Brother Rice, serve as guides at Open House and College Night, provide assistance at the Auction, and contribute their services in numerous ways to community/school projects.

**PRAISE & WORSHIP:** This student group supports the spiritual life of the school community through planning and liturgical service as cantors, altar servers, lectors, prayer leaders, and musicians. It also assists the community in celebrating the liturgical seasons, special feasts and events, as well as marking the significant celebrations of other faiths.

**QUEST** (Yearbook): The school yearbook is an annual publication providing a pictorial and journalistic record of the school. Under the direction of the moderator, student editors, writers and photographers combine their talents and efforts to provide students and faculty with a memorable yearbook. Partial credit is given for this class.

**QUIZ BOWL:** Quiz Bowl is an after-school activity open to all students with a diverse knowledge of pop culture, school subjects, and current events. Teams from Brother Rice compete against teams from other schools in a quiz format.

**ROBOTICS:** This program was instituted for students to express their creative abilities in engineering, drafting, and the sciences. Students design and build a robot to compete locally and nationally under the auspices of the OCCRA organization. Local companies support the organization financially as well as provide engineers to give advice and direction to students.

**SPANISH HONOR SOCIETY:** The Francisco Jimenez Chapter of the Spanish Honor Society recognizes high achievement in Spanish and promotes a continuity of interest in Hispanic studies. As part of the criteria for membership, students must be enrolled in the 3rd semester of Spanish. Other important requirements for membership are available from the Language Department.

**WARRIORS FOR L.I.F.E. CLUB:** This club stands for and supports the sanctity of human life from the moment of conception, throughout the stages of life until death. The group meets for education and discussion, and the members participate in Right to Life activities.

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**School Services**

**Office of Advancement**

The Office of Advancement develops relationships with members of the Brother Rice community in order to share the school’s Strategic Vision and to invite friends to support this Vision. They coordinate the Annual Fund, Capital Improvements, the Brother Rice Foundation and oversees the fundraising activities of Brother Rice High School. It also stages and hosts fundraising events throughout the school year and serves as a liaison to volunteer organizations, including Parents’ Clubs, the Alumni Association, the Warrior Bar Association, the Brother Rice Business Alliance and the Warrior Medical Association.

**ANNUAL FUND**

The Annual Fund supplements revenue the school receives from tuition so that Brother Rice can continue to provide the best in Catholic, college preparatory education to our students and families. Recently, the fund has provided monies for tuition assistance, faculty development, technology upgrades and operations.

**CAPITAL IMPROVEMENTS**

In recent years, restricted gifts have been used for critical capital improvement, such as the renovated front entrance, state-of-the-art classrooms, synthetic turf athletic fields, the atrium and ARC renovations.

**COMMUNICATIONS RELEASE**

Brother Rice High School does its best to showcase the talents, accomplishments, and achievements of our students in our internal publications, external marketing pieces, on our website and through social media. We also feel it is important to recognize student accomplishments in local media outlets via press releases. Student’s photos may be taken during a school related activity for use by our Marketing Department for marketing and educational purposes.
public relations needs. Our students deserve to be recognized for their achievements, awards, efforts, service, etc. We want the community to recognize our students and Brother Rice High School; at the same time, we continue to strive to respect and protect our students and their families.

Unless explicitly otherwise informed by a parent or guardian, Brother Rice reserves the right to the following:

- Brother Rice High School may use a student’s name, picture, art, written work, voice, verbal statements, and portraits (video or still) for student recognition, public relations, social media, public information, school promotion, publicity and instruction.
- Brother Rice High School will not release personal information (email, address, or phone number) for publication purposes.
- Brother Rice High School reserves the right to use photos of large groups at Brother Rice sponsored events and activities (i.e. team, club, class, Field Day activities, etc.)
- All photos and videos are the property of Brother Rice High School and may be used for archival and historical purposes.
- Brother Rice High School cannot be responsible for photos or statements taken by the media without the Administration Department’s permission.

Questions and concerns should be directed to the Marketing Coordinator.

BROTHER RICE FOUNDATION
The Foundation is a separate 501c3 and a pool of money that is held in an interest-bearing account. The funds contributed to the foundation will be invested in a diversified portfolio. Gifts are restricted to named funds that honor or memorialize classmates, family members, teachers, colleagues or mentors of the Brother Rice community.

MARKETING
The Marketing Coordinator reports to the Director of Advancement and is responsible for the promotion of the school’s name, brand and image, both within the Brother Rice community and to the general public. This person oversees the production of the school’s publications and is responsible for promoting news and events, the website, social media, press releases, facilitating media coverage and coordinating advertising.

ALUMNI AFFAIRS
The Alumni Office assists in the coordination of all programs, projects, communications and functions involving Brother Rice High School alumni. The Alumni Coordinator, a member of the Advancement team, acts as a representative to the alumni community and serves as a liaison between the school and the Alumni Association.

ALUMNI ASSOCIATION
All Brother Rice High School graduates are members of the Alumni Association and are encouraged to participate in the various functions it sponsors, including the Senior-Alumni Luncheon, Boxning Night and the annual Golf Outing. As an extension of the Mission of Brother Rice High School, the Alumni Association sponsors each of these events in support of the Alumni Association Scholarship, which is coordinated annually by the Office of Advancement and selected by the Association Officers. Each year, a “Distinguished Alumnus” is recognized by the Association for outstanding service.

Counseling Department
At Brother Rice, counselors and academic advisors are available for a student’s total educational support. Counselors provide an environment to explore educational opportunities, career choices, college options and personal concerns. Students are assigned to a counselor. However, a student is free to meet with a counselor of his choice. Students are welcome to come in at any time to address concerns. Some of the services provided include the following:

- Educational Planning: academic advising, course planning, performance progress checks, interpretation of policies and procedures
- Career Counseling and Exploration: career information and counseling and career assessment
- College Counseling and Services: college counseling on an individual, family and workshop basis, as well as assistance with college applications and transcript processing, coordination of college visits, networking and consultation with admissions representatives, advising for college preference, financial aid and for choice of major are integral parts of the counseling program for upperclassmen.
- Special Services: consultation with Birmingham Intermediate School District, coordination of reasonable accommodations, extended test-taking, and support services for students with disabilities

TUTORING
Some peer tutoring is available by a small number of NHS students at no cost. Students interested in these services need to complete a “Request for Tutoring” form, located in the General Office. Moderators of this program will do their best to match students with tutors when possible. Professional tutoring referrals are also available.

Testing Program
During the academic school year, Brother Rice administers the following standardized tests:

1. Eighth graders interested in attending Brother Rice are given the Scholastic High School Placement Test in November, December, February and May.
2. Freshmen take the ACT Aspire 9 which is a pre-ACT Test measuring academic achievement in Reading Skills, English, and Math.
3. Sophomores take the ACT Aspire 10 which measures academic achievement and includes an interest inventory and career exploration section. This test is part of the ACT program.
4. Juniors take the PSAT, which is a pre-SAT test. It also serves as the National Merit qualifying exam. Juniors are also advised to take the American College Test (ACT) and the Scholastic Aptitude Test (SAT I) in the spring of their junior year. Interest inventories and career assessments are available at a cost in the Guidance Department.
5. Seniors may take the ACT and SAT I exams in the spring prior to their senior year or in the fall of senior year. Certain selective colleges require the SAT II Subject Tests. Please check with the school you plan to attend to see if SAT II
tests are required. Advanced Placement Tests, which are taken for possible college credit, are administered in May. Brother Rice is a regional testing center for the ACT and SAT exams in the fall and spring of each year. Registration materials are available on line at act.org or collegeboard.com.

Brother Rice ACT and SAT School Code: 230-329

■ ARC - Academic Resource Center

The Academic Resource Center (ARC) will provide programs, services, and resources to support instruction, enhance student academic success, and retain a diverse student body. Comprising three components - Enhanced Learning Services, Writing Resources, and Academic Resources - the ARC will arrange and provide services and arrange accommodations for students with academic challenges, and provide workshops, tutoring, and other forms of collaborative learning to help students become effective and independent learners. The ARC will serve faculty wishing to make their courses more accessible for students and to improve student writing and speaking skills.

ARC Hours: 7:00 a.m. to 5:00 p.m.

■ Parents’ Clubs

The Mothers’ and Fathers’ Clubs are two separate organizations functioning together to promote cooperation and enthusiastic participation among the various people concerned with Brother Rice: faculty, students, parents and alumni. These clubs give support to various school-oriented activities and sponsor many different events throughout the year — religious, athletic, academic, fundraising, and just plain “fun”.

The success of the school’s various projects can certainly be attributed to the involvement of so many Brother Rice parents over the past years.

All parents are invited to be active members of the Parents’ Clubs and to participate in helping to provide support for Brother Rice High School.

Student Conduct and Responsibilities

Brother Rice students are expected to conduct themselves as Christian gentlemen who respect themselves and their teachers, as well as the rights and property of their fellow students.

An environment of mutual respect for the rights of others must prevail for Brother Rice to fulfill its mission. Students are encouraged to form, hold, discuss and express their own beliefs and opinions. However, a student’s exercise of free expression must not interfere with the rights and dignity of other students, and all students must be able to learn and grow in an atmosphere of mutual respect.

A Brother Rice student must understand that his conduct is a reflection of himself, his family, and the entire school community. Moral and courteous behavior, therefore, is expected not only in the classroom and hallways of the school, but also in the immediate neighborhood, on school buses, and at all school functions, whether on or off campus. In keeping with the philosophy that a school is as good as the reputation of its students, disciplinary action may be implemented in response to any off campus behavior that would discredit the good name of Brother Rice.

By enrolling at Brother Rice, both parents and the student agree that the student will comply with all regulations and disciplinary standards that are now in effect or which may become effective during the student’s enrollment at Brother Rice concerning conduct, dress, attendance and official vacation periods and that the student will fulfill all academic requirements.

Repeated minor infractions, normally considered as single-detention offenses, will result in multiple detentions, suspensions or expulsion if these measures are deemed necessary to secure compliance with the rules and policies of the school or to preserve and protect the best interests of the Brother Rice community.

Whenever a student commits a disciplinary infraction, and that infraction is reported to or by the Dean, it is entered into the student’s disciplinary record together with the one or more detentions or the one or more days of suspension which the Dean assigns to the student for that disciplinary infraction. The nature, the severity, and the number of times the student has committed that infraction determine the number of detentions or the number of days of suspension and/or expulsion. All decisions concerning student discipline, including but not limited to, suspension or expulsion are at the sole discretion of the school.

■ Student Discipline

DETENTION: Detentions are held immediately after school on Wednesdays and at 7:00 a.m. before school on Thursdays. Saturday detentions may be required. Detentions must be served within one week of the issue date, or they turn into Saturday detentions. Saturday detentions are from 8:00-11:00 a.m. on designated Saturdays as determined by the Dean. Students should come prepared to work outside or to study inside the building.

SUSPENSION: Suspensions are determined by the Dean. Service hours may be required for readmittance. Drug testing may be mandated depending on the infraction.

SOCIAL PROBATION: A student may be put on social probation as deemed necessary which means that he may not participate in any extracurricular activities.

STUDENT APPEALS BOARD: Any student who has accumulated numerous detentions, has been suspended from school, or has committed a serious infraction of the rules of the school may be advised by the Dean, after consultation with the Principal, to withdraw from Brother Rice High School. The student can either accept this recommendation or appeal it before the Student Appeals Board.

The Student Appeals Board consists of five faculty members appointed annually by the Principal: Chairperson for the Board, three other faculty members and a fifth faculty member chosen by the student. The Dean, a nonvoting member of the Board, presents and explains the student’s complete disciplinary record to the Board. The Principal and the student’s Guidance Counselor may attend the meeting.

At the hearing, the Dean presents the student’s disciplinary record to the Board and reiterates the recommendation for withdrawal. The student and his parents will then have the op-
portray the members of the Student Appeals Board. After all sides have been heard, the five members of the Board will discuss the case in private and make an advisory recommendation to the Principal who will then make a final decision.

**Announcement Time**

Announcement time is that period of the day when PA or televised announcements are made and school business is conducted. Students are to listen to the announcements in silence, and they are to remain in the classroom until the end of the announcements. Copies of the announcements are available in the Main Office.

**Attendance**

**ATTENDANCE HOT LINE**

24 hours

(248) 833-2060

- A Parent or guardian must call by 9:00 a.m. each day a student is absent. The student will receive a detention if a parent fails to call by 9:00 a.m.
- The Attendance Officer will notify parents if their son is not at school, and the student will get a detention for failure to have the parent call.
- If a student is only absent for half a day, the parent must still call by 9:00 a.m.
- Upon returning to school, a student must bring a note to the Attendance Officer from the parent or guardian with the dates and reason for the absence. Failure to do so will result in a detention.
- In the event of an extended illness (3+ days), the student should check with his teachers on-line for assignments or the parent may call the Main Office by 9:00 a.m. to request a homework packet that will be ready after school.

**LATE TO SCHOOL:** A student is considered late to school if he is not in the classroom, in dress code, ready to say morning prayers when the 7:55 a.m. bell rings. Students who arrive between 7:55-8:15 a.m. must report to the Attendance Officer to get an Admit Slip to class. When a student arrives more than 20 minutes late to school, there must have been a prior phone call from a parent or a note explaining the lateness. A doctor’s note will be acceptable. Students will receive a detention if the parent fails to call before the student arrives. If a student misses more than 20 minutes of a class period, it will be recorded as an absence.

If an appointment cannot be rescheduled, 24 hour notice is required to avoid a detention. A doctor’s note must be presented to the Attendance Officer upon return to school.

A student may be late to school for any reason four (4) times per quarter before any penalty (free lates). On the fifth and subsequent tardy(ies) to school, he will not be allowed to enter his first period of the day. The student will not receive any credit for that day’s class work.

**LATE TO CLASS:** All students must be in their classrooms when the bell sounds each period. Unless a student presents a note from a teacher, he will serve a detention if he is late to class. Absence from a class, especially after a free period or lunch results in immediate detentions (3).

**EARLY DISMISSAL:** The student must present a signed note to the Attendance Officer from a parent with the time and reason for dismissal before his first class. Additionally, the parent must call and leave pertaining information concerning the early dismissal with the Attendance Officer or on voicemail. The student will receive a detention if a parent fails to send signed note/call, or student does not submit note before his first class. Students may only leave three times per semester.

**SKIPPING SCHOOL,** cutting class, leaving campus without permission from the Attendance Officer, or failing to attend a detention period will result in multiple detentions, Saturday detention, suspension or expulsion.

In the event a student is sent out of class by a teacher, the student must report to the Dean’s Office immediately. Failure to do so will be considered a deliberate act of defiance and disrespect and will result in further disciplinary action.

**OFF CAMPUS:** The individual coach/moderator of each team/activity will notify the faculty/staff at least one calendar week prior to an event if a student is going to be absent from class due to an athletic event. While a notice of one calendar week is the standard policy, there will be some exceptions due to specific sports/events which may not have sufficient time from a previous qualifying event. Student athletes/participants will be responsible for work and are required to check Moddle regularly to keep as current as possible with their academic responsibilities.

**OVERNIGHT OR OUT OF TOWN TRIPS:** In addition to the “Off Campus Permission Form,” these trips require a noted “Permission to Administer Treatment Form.”

**VACATIONS:** Teachers are not obligated to give make-up work/tests for days missed due to family vacations. Students must arrange for school work beforehand and be advised of possible academic consequences.

**Appearance & Dress**

Any student who is non-compliant with the Dress Code must correct the violation immediately. For violations that cannot be corrected immediately, the student will be suspended from his classes until the violation is corrected: i.e. parent brings a proper dress shirt or dress pants, etc.

- Current student IDs must be visibly displayed on a lanyard worn around the neck.
- Brother Rice strongly discourages tattoos. They may not be visible during the school day.
- A white or solid-color dress shirt must be worn fully tucked in, buttoned from top to bottom, with a regular fold-down collar.
- Only short sleeved, white undershirts without design or writing may be worn.
- A conservative tie, properly knotted and securely fastened under the collar of a dress shirt is to be worn. A Rice tie, which may be purchased in the Bookstore, must be worn on certain days.
- Before October 1st and after the Founder’s Day Mass in May, students may wear the required dress shirt, without a tie, or they may wear a white or solid color golf shirt. As with the regular dress shirt, the golf shirt must be fully tucked into a pair of dress pants, and the collar must be
worn in the down position. Small logos are allowed unless they promote drugs, alcohol or sex.

- Conservative dress pants must be worn with a standard dress belt fastened at the waist. They must not be worn low on the hips and, consequently, very baggy over the shoes.
- Dress shoes must be worn. Athletic shoes of any kind are for gym use only. Shoe laces must be tied, and socks must be worn.
- Sweatshirts of any kind may not be worn. No outdoor jackets or coats may be worn in the building during regular school hours. Solid color fleece/micro-knit may be worn over a solid color dress shirt. The tie must be exposed.
- Broader rice spirit wear may be worn each Friday. South of the border will remain in dress code including a belt.
- Earrings, necklaces, sunglasses, or any unnecessary and/or distracting accessories may not be worn in school or at school related activities.
- Caps and hats of any kind, including head coverings such as jacket hoods, are not to be worn during school hours.

The criteria, within the above guidelines, are neatness and overall appearance. The dress code remains in effect during exam days.

### Facial Hair & Haircuts

- Students are to be clean-shaven on a daily basis: no beards, mustaches, or sideburns below the bottom of the earlobe are allowed. Students needing a shave will be provided shaving materials for a charge of $5.00, will shave, and will receive a detention. Subsequent offenses will result in Saturday detention.
- Haircuts should be above the shirt collar in the back. The length, consistency of length and overall neatness and appearance are the main criteria. Moppy looking hair that covers the forehead and the ears is not acceptable. No hairstyles that draw undue attention to the individual are allowed. Haircut “sweeps” will be conducted in order to attain full compliance with this regulation.
- Haircut sweeps will be held at least once per quarter. If one or more teachers deem the student’s hair in violation of the above code, the student will be notified and expected to comply in a stated period of time. Chronic violators of the code will be disciplined accordingly including suspension until the time of an appropriate haircut.

In all matters regarding the appearance of students, the decision of the Dean of Students is final.

### Group/Team/Band/Class Responsibility

On rare occasions, an entire group, team, band or class can be held responsible for disturbing the peace of the school or the community. The teacher, coach or moderator may impose a penalty for all members of the group, team, or class. Everyone shares the responsibility for the good order of a class, activity, assembly, etc.

### Cafeteria Behavior

Each student is to clean up after himself. At the discretion of the Dean, students with disciplinary problems may be required to help keep the cafeteria clean during part of their lunch periods. Running, making unnecessary noise, and any behavior deemed disorderly by the cafeteria supervisors are not permitted.

No food or drink is allowed outside the cafeteria in the halls and rooms in the Academic areas, the Activity Wing or Gymnasium. Students must pay for their food before taking it away from the cash register area or before beginning to eat it. Failure to do so will result in detentions and/or suspension.

Throwing food or litter is not allowed.

Stealing food or beverages from the cafeteria will result in immediate suspension.

Cafeteria disruptions will result in loss of full period lunch for juniors and seniors and Saturday detention(s) for freshmen and sophomores.

### Driving a Car to School

**CAR REGISTRATION:** At the beginning of each school year, every student who plans to drive regularly or occasionally to school must purchase a parking permit at the Bookstore and register each vehicle he expects to use during the school year. The fee for the parking permit is $125. The permit gives the purchaser the right to park any one of his properly registered vehicles on the student parking lot. Seniors will have a numbered, assigned parking space. Letting another student borrow a parking space is strictly forbidden.

- The permit is to be hung from the bracket of the rearview mirror of the registered vehicle which the student has driven to school. Detentions will be imposed on any student who parks an unregistered vehicle on school property without giving proper written notice to Security staff on duty as soon as he enters the school building.
- Further details concerning parking regulations and penalties for parking or moving violations can be obtained from the Security staff. Damage to automobiles on school property is to be covered under the owner’s vehicle insurance policy.

**PARKING:** Parking at St. Regis, Marian, on the streets of the neighboring subdivisions or in unmarked areas is strictly prohibited and may result in the vehicle being towed away at the owner’s expense. Parking permits and vehicles parked in the Brother Rice spaces are to be used exclusively by Brother Rice students and faculty.

**POOR DRIVING:** To ensure the safety and welfare of our own students and those at St. Regis and Marian, driving in excess of 5 m.p.h. or in a reckless manner is strictly prohibited. The penalty for doing so is multiple detentions, suspension of driving-to-school privileges, suspension from school, and/or the requirement to take a remedial driver’s education course.

### Parking Lot Behavior

No student is allowed to be in the parking lot except when arriving or leaving campus or with permission from Security. Playing, running, Frisbee throwing, ball playing, and the like are not permitted on or near the parking areas because of possible injury to students or damage to vehicles.

### I.D. Cards

In order to make proper identification of each student, the school issues I.D. cards the first week of each school year. Every student is required to wear this I.D. card on a lanyard around his neck at all times. I.D. cards are required for lunch purchases on account and for borrowing media or technology equipment from the ARC - Academic Resource Center. A student must surrender it on demand to any school employee or supervising parent. If a student loses his I.D. card, there is a charge for a new I.D. and payment is made at the Business Office window.
Replacement ID cards are available one school day after payment is received.

### Lockers

School lockers are the property of the school and are subject to search at any time. Students are to insure that their lockers are locked at all times and are advised not to reveal the combination to anyone. Students are to keep their lockers neat and clean at all times and are not to kick or deface the lockers in any way. The Athletic Director assigns gym lockers, and only locks sold by the school may be used on them. Students who are negligent in locking their lockers will be reminded by the use of detentions. Keep your valuables secure at all times.

Any student entering another student’s locker is subject to suspension and/or expulsion.

### Lost & Found

The Lost and Found is located in the Attendance Office. Items are kept for several weeks before they are donated to a charity. Parents are welcome to come and look any time during school hours. Please be sure your son’s name is on all personal possessions.

### Restricted Areas

**GYM:** Due to possible injury or damage to property, students are not to be in the gym, weight room and/or locker room without faculty or staff supervision.

**BOILER ROOM:** Fire regulations prohibit students from having access to the boiler room, and, therefore, students are not to use the doors which adjoin this area at any time.

**MARIAN/ST. REGIS/OTHER SCHOOLS:** Brother Rice students may go to Marian for any classes they attend there. However, at other times they should not be in Marian, St. Regis, or any other school before, during, or after the school day. Failure to comply will result in suspension. However, if serious business must be conducted there, written permission must be obtained from the Dean’s Office. The Marian parking lot and the grassy area between Marian and Brother Rice are included in the restricted area. Students are required to wear their ID.

### Substance Abuse

Brother Rice High School strives to provide a drug-free environment for the academic, spiritual and emotional development of students, faculty and administrators, and will adopt and apply rules and guidelines to implement this Policy.

Any student who possesses alcohol or illegal drugs poses a threat to the health of young people and creates an obstacle to his full development as a Christian person. Counseling and other preventative approaches are available at Brother Rice High School to assist students in coping with the problem of chemical dependency. The use of prescribed drugs must be consistent with the school’s policy and in accordance with doctor’s directions.

Rules and guidelines directed to any student who possesses or is under the influence of narcotics, marijuana, barbiturates, amphetamines, hallucinatory drugs, performance enhancing drugs, etc., or alcohol will (a) apply to student conduct on and off campus; (b) encourage and promote rehabilitation; (c) provide progressive discipline, recognizing that some chemical substances are addictive and relapses can and do occur; and (d) utilize expulsion of students only as a last resort.

Rules and guidelines directed to students who use chemical and regulated substances should encourage, and should not discourage, reporting, self-reporting and detection of students who use chemical or regulated substances.

In drafting and applying rules and guidelines dealing with students who use chemical and regulated substances, the administration shall consider as a factor the reputation of Brother Rice, which should be known as an institution which promotes the academic, spiritual and emotional development of all students, and is not intolerant of youthful, correctable indiscretions, including those involving the use of chemical and regulated substances.

Rules and guidelines dealing with chemical and regulated substances will clearly differentiate offenses of possession or use from activity dealing with sale and distribution of chemical and regulated substances for monetary or other gain. Students engaging in sale and distribution of chemical and regulated substances for monetary or other gain will be subject to dismissal.

The Principal may depart from strict application of the rules and guidelines dealing with chemical and regulated substances as the Principal deems appropriate in individual cases to fulfill the spirit of this policy, the Essential Elements or the mission of Brother Rice.

### GUIDELINES FOR SUBSTANCE ABUSE

Since chemical use, problems, and dependency are of a progressive nature, these offenses accumulate throughout a student’s entire enrollment period at Brother Rice. However, each violation of school policy in regard to substance abuse as listed below will be addressed individually.

The Principal, in all events, reserves the right to expel or suspend any student whenever the distribution, use, or possession of alcohol or substances is involved. In its discretion, the school may involve local law enforcement authorities whenever it considers it appropriate to do so.

**GROUP I OFFENSE:** Use or possession of any illegal or unauthorized medicines, drugs, performance enhancing drugs or narcotics including but not limited to marijuana, heroin, cocaine, LSD, barbiturates, amphetamines, ritalin, inhalants, all performance enhancing drugs outlined on the the NCAA website www.ncaa.org/health-safety and ecstasy on school property or at any school sponsored activity or in the community at large will result in the consequences as listed below.

Drinking, possession or evidence of consumption of alcoholic beverages on school property, at any school sponsored activity, or in the community at large results in the consequences as listed below.

When families and/or students initiate contact to seek help and intervention from Brother Rice High School pertaining to alcohol and substance use or possession before a public incident occurs, suspension will be waived. Contacts initiated by families and/or students will be addressed confidentially.

**FIRST OFFENSE:** Suspension for up to ten (10) days, a professional chemical evaluation to include a signed release form, parental conference, and completion by the student and parent(s) of the Brother Rice approved Chemical Awareness Program. Each session missed by student or parent, whether conducted by Brother Rice or an outside agency, may result in one (1) additional day of suspension. Involvement of local law enforcement may occur when use or possession occurs at school or at a school sponsored activity.
SECOND OFFENSE: Dismissal from school. For those who commit Group I Offenses, Brother Rice may require random alcohol and chemical screening throughout the student’s remaining time at Brother Rice.

GROUP II OFFENSE: Sale or distribution or intent to sell or distribute any alcohol, illegal unauthorized medicines, drugs, or narcotics including but not limited to marijuana, heroin, cocaine, LSD, barbiturates, amphetamines, ritalin, inhalants, and ecstasy on or off school property will result in dismissal from school. Group II Offenses will include involvement of the Police Department.

■ Steroid Use
Public Act 215 of 2006 prohibits the possession or use of any performance enhancing drug. The use of banned substances will subject the student to the same penalties that the school has established for tobacco, alcoholic beverages and illegal drugs. Michigan’s Department of Community Health maintains a list of banned substances based on the policies of the NCAA.

■ Smoking Policy
Recognizing that the use or possession of tobacco products is unlawful for individuals under the age of 18 and that the use of tobacco products is harmful to the user as well as to those subject to the secondary inhalation of smoke, the following policy will be in effect for all students at Brother Rice High School.

While on school property or at school-sponsored events a student enrolled at Brother Rice may not use or possess tobacco products. Violation of this policy will result in the following:
FIRST VIOLATION: A one (1) day suspension and parental contact.
SECOND VIOLATION: A two (2) day suspension, second parent contact and participation in a Brother Rice approved smoking cessation program at the student’s expense.

For purposes of this section, tobacco products include but are not limited to cigarettes, e-cigarettes, cigars, chew, powdered or pulverized tobacco for use in pipes or other smoking paraphernalia.

■ Disciplinary Infractions
A student who commits any of the following infractions will receive one or more detentions, a period of suspension, or some other appropriate consequence, to be determined by the Dean of Students or, ultimately, by the Principal, depending on the nature, the severity, the frequency, or other specific circumstances of the infraction, as well as the degree to which that consequence is likely to deter the student from repeating the infraction. Students who appear to be immune to reminders, warnings, and detentions, or are not deterred by these consequences from continuing to violate the rules and policies of the school, will be suspended from school for one or more days for further violations.

The provisions of this Parent-Student Handbook, especially the infraction descriptions in this section, provide due notice as well as clear and adequate warning to each student and his parents of the school’s expectations and requirements with regard to student conduct and the consequences for misconduct. No further warnings should be needed.

According to the standards and policies of Brother Rice High School, the following behaviors are deemed unacceptable and subject to consequences of detentions, suspensions, or expulsion as determined by the Principal. This list is not exclusive but is intended to provide examples of unacceptable behavior:

- Failure to return documents that are given to students by the Dean, Attendance Officer, classroom teachers or any other school employee that must be signed by a parent
- Roughhousing (playful or serious)
- Fighting
- Picking up snow or throwing snowballs and, in general, throwing any object at anyone on school property
- Disrespect in any form towards any student, teacher, or any other member of the Brother Rice community, including cafeteria and maintenance staff
- Defiance, insubordination, uncooperative conduct toward any school employee, including cafeteria and maintenance staff
- Disruptive conduct that interferes with the good order of the school
- Causing or participating in any bus disorder problems
- Misuse of fire alarms or fire extinguishers
- Eating food, including candy or chewing gum outside of the cafeteria
- Racial or ethnic slurs of any kind or any similarly offensive and ethnically disrespectful language or visuals, whether meant as a joke or meant to offend or to ridicule. Such conduct is considered a very serious and intolerable offense.
- Spitting or other grossly offensive conduct
- Dishonesty in any of its forms: cheating, plagiarism, copying another person’s work and seeking credit for it, forgery, presenting false notes or passes, lying, stealing, or conversion: the unauthorized possession of another person’s property.
- Gambling and betting, including NCAA basketball and Super Bowl pools where prizes and money are involved.
- Loitering on school property
- Vandalism, malicious mischief, willful or careless defacement or destruction of property on or off campus
- Possession of weapons, including pocketknives
- Laser pointers are not allowed anywhere or at anytime on the BRHS campus. A student caught with a laser pointer will receive two detentions and the laser pointer will become the property of BRHS until the end of the school year. A school administrator will then return it to a parent.
- Possession or use of fireworks, smoke bombs, stink bombs, or any other property which could reasonably be considered as intended to cause mischief or injury or which could unintentionally or otherwise proximately cause mischief or injury
- Hazing, malicious mischief, willful or careless defacement or destruction of property on or off campus
- Public displays of affection are not tolerated on school grounds
- Harassing, intimidating, teasing, or annoying another student, faculty or staff member by using (1) any form of vulgar, profane, abusive or threatening language or (2) any form of offensive or otherwise inappropriate physical contact. Such conduct is considered a very serious and intolerable offense.
Electronic Devices
Brother Rice High School currently utilizes an iPad system for all its students and faculty. Therefore, no cell phones, laptops or other non-issued devices are to be visible throughout the school. While the school strongly endorses the use of iPads to foster and promote learning, the amount of use varies from teacher to teacher.

Proper and appropriate use of devices, including cell phones, is determined by the individual teacher and/or moderator. During class time, devices should only be used at the discretion of the teacher and should be directed only to further the learning process. When the teacher has informed his/her class that devices are not needed for a portion or all of a class on a particular day, these devices should be stored away.

Brother Rice reserves the right to confiscate devices used without the permission of the teacher/staff member in charge in a particular location at a particular time. Teachers have the right to confiscate devices which are being used inappropriately, including but not restricted, by students who have accessed inappropriate websites or who are involved in playing games or other activities on their devices which have no connection with the lesson being conducted at the time of confiscation.

The learning process in a safe, secure Catholic, Christian atmosphere is paramount - anything which prevents such an experience for any or all students will be treated appropriately. If a student is using any electronic device at an inappropriate time or for an inappropriate reason, the device may be confiscated, and the following consequences will be in order:

**FIRST OFFENSE:** The device will be held for the remainder of the school day. A parent may retrieve the device after school, or the student may pay $20 to pick up the phone without parent involvement.

**SECOND OFFENSE:** The device will be held for two days; the parent must retrieve it; a $20 fine must be paid.

**THIRD OFFENSE:** The parent must retrieve the device; a $20 fine must be paid; the student will be suspended on the next school day causing any tests, quizzes or work due to receive an "F".

**Please Note:** (1) Confiscated devices will be put in the school safe, and only a school administrator may release the device. (2) If an important communication needs to be received or sent during the day, the student may report to the Dean's Office to place or check messages.

- Students are solely responsible for the whereabouts of their personal possessions including electronic devices. The school is not responsible for the loss or theft of possessions that are not secured.
- To protect the individual's privacy and rights, student are forbidden to take pictures of school employees or fellow students without their explicit permission. Posting any pictures on public or private websites will result in suspension and possible dismissal.

Social Media Policy
Students are representatives of Brother Rice both in and out of school, in the real world and the virtual world, and thus, students should aspire to represent the mission and values espoused by Brother Rice at all times.

Students will be subject to appropriate disciplinary action for off campus and on campus internet use, including but not limited to cell phones, web sites, emails, blogs, Twitter, MySpace, Face-book and YouTube, where such use causes, or is likely to cause a negative effect on the general safety and welfare of students and staff, or on the good order and functioning of the school.

Academic Integrity
Dishonesty in any form is a violation of school policy. A Brother Rice student must understand that his conduct is a reflection of himself, his family, and the entire school community. The development of character and integrity is central to the school’s mission. Violations of testing and homework procedures, as outlined by individual teachers, will result in the consequences listed below. In situations involving academic dishonesty, the school will generally implement the following steps but has the right to skip or merge steps where the particular facts warrant:

**FIRST OFFENSE:** Failure on the test, quiz, or assignment; letter sent home by the Dean of Students; Saturday detention

**SECOND OFFENSE:** Failure on the test, quiz, or assignment; one day suspension from school; five hours of Christian service before returning

**THIRD OFFENSE:** Expulsion from Brother Rice High School

Harassment or Bullying
Students who engage in harassment or bullying are subject to disciplinary action, including suspension or expulsion. Harassment or bullying is defined as intimidation or emotional abuse of others, whether real or threatened, as transmitted verbally, physically, in writing, or electronically (cyber-bullying).

BROTHER RICE HARASSMENT POLICY:
Respect for the dignity and worth of each individual is a basic tenet of Brother Rice High School. It is the policy of Brother Rice High School to provide an educational environment free from unlawful harassment or discrimination. This policy applies to the conduct of faculty, staff, students (or others who may be in a working relationship with the school) on school premises or away on school sponsored activities.

Brother Rice High School will not deny the full use or benefit of the school’s services, activities, or programs based on race, color, or national origin or a disability which is unrelated to the student’s ability to participate in school programs. Harassment includes unwelcome and inappropriate conduct or communication that denigrates or shows hostility to another student, faculty, or staff member on the basis of race, sex, color, or national origin, and has the purpose or effect of creating a hostile or offensive educational environment. Depending on the circumstances, examples may include, but are not limited to, sexual innuendos, jokes of a sexual or ethnic nature, sexual propositions, suggestive pictures or cartoons, unwelcome physical contact or inappropriate comments about appearance.

Any student, faculty, or staff member who believes unlawful harassment or discrimination has occurred should immediately report the matter to the Dean of Students or to the Principal. The school will investigate all complaints of harassment or discrimination in as confidential a manner as possible under the circumstances and will take appropriate corrective action when warranted. Retaliation against anyone who, in good faith, reports perceived harassment or discrimination, or participates in an investigation of a complaint, is prohibited.

Anyone who is determined to have engaged in harassment, discrimination, or retaliation in violation of this policy will be
subject to appropriate disciplinary action, up to and including expulsion or dismissal.

- **Weapons, Drugs, or Dangerous Items**

Students may not use, possess, conceal, sell, distribute or bring on to Brother Rice property or to any school-sponsored activity any materials that are dangerous, illegal, inappropriate or disruptive to the educational process or to any athletic or school-sponsored activity. Examples include, but are not limited to the following: illegal drugs (including prescribed and over-the-counter medications used in an inappropriate manner), alcohol, firearms, weapons and explosives. Dangerous weapons include but are not limited to a gun or other firearm, a knife with a blade 3 inches or longer, a dagger, a pocket knife, box cutter or similar item. Use of any weapon or similar item in a threatening or assaulting manner is strictly prohibited and any weapons, drugs or dangerous items will be confiscated by Brother Rice. Possession, use, sale or distribution of a toy weapon, a look-alike or replica of a weapon or dangerous item is prohibited except with the prior approval of a teacher or administrator for appropriate educational use. The decision whether items are dangerous, inappropriate, disruptive or are used in a threatening or assaulting manner is within the sole discretion of the school. Brother Rice may search a student’s possessions (including by way of example, and not limitation, desks, lockers, backpacks, computers, cars, etc.) any time the Principal determines that it is appropriate to do so to protect the health, safety and welfare of others, or where the Principal has any reason to believe that inappropriate, illegal or dangerous weapons, drugs or similar materials are possessed, used, sold, distributed, carried or concealed by a student. Violation of this policy will result in disciplinary action, up to and including expulsion, in the discretion of Brother Rice. The school has the right to notify law enforcement authorities concerning any violation of this policy and will fully comply with any mandatory reporting obligations.

In an effort to maintain a safe environment for students, Brother Rice also requires that parents or visitors refrain from carrying or bringing concealed weapons or other dangerous materials onto school property or to school sponsored activities.

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**Student Health**

- **Communicable Disease**

It shall be a serious responsibility of a parent or legal guardian to inform the Administration of Brother Rice by confidential communication from the student’s medical doctor any time a positive diagnosis of any reportable communicable disease is obtained on their son. Failure to report a communicable disease will result in exclusion from school with further consequences because of this irresponsible behavior which puts the school community at risk. A communicable disease is defined as follows: “An illness due to a specific infectious agent or its toxic products which results from transmission of that agent or its products from a reservoir to a susceptible host, directly or from an infected individual or animal host, vector or the inanimate environment.” (Michigan Public Health Code 333.5101, Article “A”) “Dangerous communicable disease means a communicable disease which is so designated by the department pursuant to this part.” (Michigan Public Health Code 333.5101, Article “B”).

The Administration of Brother Rice may, in its sole discretion, suspend a pupil with a known communicable disease for a reasonable period of time. During the time of suspension, the parent shall be obligated to obtain appropriate diagnostic information and furnish it to the Administration of the school and obtain appropriate treatment for the student.

A student who has been suspended by the Administration of Brother Rice pursuant to the preceding paragraph shall be excluded from school and all extracurricular activities until a physician certifies that the student may return. The Administration shall be guided by the applicable regulations of the Department of Health. The school will provide the suspended student in such a situation with the opportunity to gain access to a tutoring program provided by outside agencies, if the need arises.

Each parent, student and teacher should inform the Administration of Brother Rice when a student has been exposed to (but not necessarily contracted) a communicable disease.

- **Child Protection Policies**

On May 4, 1990, the Board of Directors of Brother Rice examined, adopted and promulgated two policies regarding “Child Protection” and “Child Abuse and Neglect.” The first policy concerns itself with any faculty and/or staff person alleged to be involved in the abuse of a child in school either emotionally, sexually, or physically. The second policy deals with a faculty and/or staff person suspecting “Child Abuse and Neglect” by either a parent or guardian. State Law of Michigan mandates reporting incidents of both abuses. The full and entire document is available to each family upon written request made to the Principal.

- **Illness**

Students who have symptoms of pink eye, strep throat, communicable skin rashes or infections must be excluded from school for at least 24 hours after RX treatment has been started. Students absent from school may not participate in extra-curricular activities. Students must have a physician note to return to classes. Skin issues must be covered. Fever must have been resolved for 24 hours without medication. Students must be vomit-free for over 12 hours. The guidance department will advise on all mental health issues and should be consulted before a student returns to school.

Any student feeling ill in the morning should stay home. If a student becomes ill in school and it is the opinion of the Attendance Officer that he should be sent home, a parent will be contacted before the student is allowed to leave campus.

**SICK BAY:** Students may report to sick bay only after they have written permission from the teacher of the class that they are missing. (Attendance Officer has forms.) Students are allowed to rest for one period only and then must return to class or be dismissed home by the Attendance Officer. No participation in any school activity for the rest of the day if students leave school.

- **Immunizations**

Since 1978, state law has required that each student entering a new school in grades 1-12 must have a certificate of immunization at the time of registration or not later than the first day of school. Students will not be allowed to start school if this documentation is not in place on the first day of school. Please contact the Attendance Office with any questions or concerns at 248-833-2060.
Medication
It is important that students carry only medication needed for emergency situations including, but not limited to, asthma inhalers, Epi-pens, and diabetic supplies. It is important that all students carrying these medications in school, in accordance with Public Act 10, have that information documented in the Attendance Office.

All other medications brought to school, both prescription and nonprescription, must be left in the Attendance Office with proper forms on file and dispensed from there only.

On the Emergency Card filled out each year, a parent may note which OTC meds the Attendance Officer may administer, Acetaminophen or Ibuprofen and the dosage.

Please call the Attendance Office at (248)833-2060 if you have any questions or concerns.

Suicide Crisis Plan
Brother Rice High School has appointed a Crisis Team to directly intervene and deal with students who pose a suicidal threat and to coordinate the school’s response. Contact the Counseling Center (248) 833-2032.

General Information

Announcements/Posters
A bulletin is read each day either on closed-circuit television, or aloud over the public address system. Students who wish to have something announced must have the notice signed by a moderator, teacher or administrator and submitted to the Main Office by 8:45 a.m. on the day it is to be read. Requests for notices from anyone other than students, faculty or staff must be approved in advance and should be submitted to the Main Office before 8:45 a.m. Parents may receive the announcements via email; please call the Main Office to be added to the email list.

Posters and other items for display may only be posted with approval of Administration.

Bookstore Information
Clothing, gift, textbooks, and other school items are available for purchase at the Bookstore and online (www.brrice.edu). The Brother Rice Bookstore is open on school days from 7:30 a.m. to 3:30 p.m., with summer hours from 8:00 a.m. -12:00 noon, Monday through Friday. Phone: (248) 833-2330

Business Hours
School Days ......... 7:30 a.m. - 4:00 p.m.
Summer ................. 8:00 a.m. - 12:00 noon

School Hours
M, T, Th, F ............ 7:55 a.m. - 2:46 p.m.
Wednesday ........... 7:55 a.m. - 1:36 p.m.

Change of Address
Students who change their residence, mailing address, email address, or telephone number after enrollment should immediately report the change to the Main Office so that all records may be promptly corrected.

Communication
The importance of home-school communications is evident. The Marketing Office produces emails each month and print publications throughout the year, for distribution to the entire Brother Rice community. These publications are also posted on the school’s web site. If you have any items of interest for the publications, please submit them to the Marketing Coordinator.

Parent Volunteer Obligation
Every family is expected to perform volunteer service at Brother Rice High School each year. A minimum of 10 hours must be performed. All hours are tracked by the Advancement Office.

- 5 - 10 hours in support of the Mother’s Club, Dad’s Club, Admissions, Alumni or Irish Nite Auction.
- 5 hours may be in support of a sports team, club or extracurricular activity. Each individual team and club will track its own hours and submit them to the Advancement Office for processing.

- For those families unable to give of their time, donations of food and/or beverages for events will be considered as volunteer time.
- Non-participants will be expected to contribute $100 to the Mother’s and Dad’s Club to offset their costs.

Parent-Teacher E-mail Communication
A parent may contact a teacher at Brother Rice by using the following address: teacher last name@brrice.edu. Our website address is www.brrice.edu.

Civility Policy
All members of the Brother Rice community are expected to act in a civil and courteous manner towards one another. An environment of mutual respect must prevail for parents, teachers, coaches and students to effectively work together. The administration endorses the concept of chain of command in resolving disputes. Students and parents should first communicate with the individual teacher or coach. After a discussion with the teacher or coach, Department Chairs, the Dean of Faculty, or the Athletic Director can be consulted. In all cases, a spirit of respect and civility is essential to the resolution of disputes. Parents, teachers, coaches and students. By enrolling at Brother Rice, both parents and the student agree that they will comply with the standards for behavior that are essential to a Catholic educational institution.

Missions
The Congregation of Christian Brothers operates schools in Peru, and other needy areas throughout the world. Because the students in these areas are unable to pay tuition, the schools of the North American Province of the Brothers help finance the operations. Students are asked to help maintain these missions on a voluntary basis, in charity and self-sacrifice, through the mission collection in their Theology classes.
Prayer
As a Catholic school, Brother Rice requires all of its students to regularly participate or demonstrate respect during group prayer before school, before each class, and at the end of the school day. In addition to group prayer, the school chapel is available throughout the day for individual prayer. Any student may also use the school's interfaith prayer room for individual prayer.

Retreat Program
The retreat program offers students the opportunity to enhance their faith life and deepen their relationship with God. At the same time, students are challenged to examine their own lives and values, and to become better acquainted with their classmates. All students will have the opportunity to attend retreats each year, culminating with juniors and seniors being offered the Kairos retreat experience, an intensive four-day overnight retreat.

Security
Activated only by the Principal or an Administrator in charge through a Public Address Announcement.

CODE RED PROCEDURES: Indicates an emergency that requires all areas of the school to be secured (lockedin/lockdown).

- All staff remain with students at current location.
- Teachers with students outdoors escort students to nearest indoor location, unless instructed otherwise by authorized member of the staff.
- Unsupervised students go to nearest classroom and report to teacher in charge.
- Teachers and staff ignore fire alarms and bells. Teachers lock their classroom doors and move students to the corner of the room that would prevent them from being seen from the hallway window.
- Students and teachers remain in classrooms until additional instructions are received from an authorized member of the staff.

Telephone Directory
Main Office/ Administration .......... (248) 833-2000
Attendance ..................(248) 833-2060
Advancement ..............(248) 833-2010
Advancement FAX ......(248) 833-2011
General Office FAX ....(248) 833-2001

Transfers from Brother Rice
Any students desiring to transfer must submit a request written by the parent to Brother Rice. Once a student begins a semester, he will be charged the full semester's tuition and full year's fees regardless of when he withdraws in that semester. No transcripts or other school records will be forwarded until all financial obligations have been met.

Transportation
Transportation is provided to Brother Rice students who live within the Birmingham school district. The transportation office in Birmingham should be called at (248) 203-3940 for the bus route/times in your area. When the public schools are not in session, the busses will not be running. For further information, please call the Attendance Officer at (248) 833-2060.

The school provides bus transportation to and from the Rochester area for an annual fee.

Visitors & Guests
All doors are locked during normal school hours and visitor must enter the building through the front entrance. There is a call button near the entrance which will allow you to speak to the school receptionist (explain your business at school) to gain entry into the building. All visitors must report to the Main Office to sign in and get a visitor pass. Before leaving the building, visitors are to sign out and return the visitor pass.

Website
The Brother Rice website is: www.brrice.edu

*Revised, January, 2016, pending approval of CBI of Michigan, Inc.*
By assuming the status of a Brother Rice High School student, I am aware of my commitments and responsibilities as a representative of Brother Rice High School and of our community.

I accept and understand the impact of my actions and behaviors at all times, and how these actions and behaviors reflect upon our school and community as a whole.

I will do all that I can through my words and actions to support the fine tradition for which the Brother Rice community stands.
A Warrior reaches for a goal knowing any goal is within his reach, yet he remains steadfast in the knowledge that any goal he seeks is a sacred personal trust, a vow on which he will never turn back, never give up.

A Warrior realizes many have the will to achieve a successful end but only very few possess the will to work for the achievement of the end. He knows progress toward the successful end lies in the discipline of endeavor, and he knows the crucial key to discipline lies in his own positive state of mind.

A Warrior knows the value of discipline because he has found no goal can be achieved without sacrificing mind and body in concentrating his entire energies to a successful end.

A Warrior stands proud in quiet determination; he is proud of the price he has paid for the progress he has made, quiet because he is aware of the price of further progress, and determined to pay any price to attain his goal.

A Warrior respects every obstacle blocking his success for the threat it poses, but he fears none of these threats.

A Warrior is gratified by his accomplishments, yet sobered by the realization that complacency will render him stagnant, unproductive.

A Warrior is somber in his setbacks yet encouraged by the challenge that the greater achievement lies not in never failing but in rising again after he falls.

A Warrior is confident yet humble because he knows it is not just a game he is playing. It is a life he is living, and the true score lies not in what he accomplishes but in what he learns.