



Handbook Updates

Dear Saint Patrick Families,

We are providing two updates to the Saint Patrick Catholic School Handbook for the 2026–2027 school year. As stated in Section 1 (Foreword), the school reserves the right to amend the handbook when necessary for just cause, and parents will be notified promptly of any changes.

Please review the updates outlined below, which include an addition to Section 30 (Absences) and an updated Visitor Policy in Section 10 (School Visitors) to reflect our new visitor check-in system.

Mrs. Caitlin Protenic
Interim Principal

Section 30 (Absences)

Attendance and Athletic/Co-Curricular Eligibility Policy

To ensure a unified approach to student success, Saint Patrick has aligned its attendance policies with the Catholic Athletic Ministry (CAM). Academic engagement is our primary priority; therefore, daily school attendance directly impacts a student's eligibility to participate in sports practices, games, and co-curricular activities.

Daily Attendance and Sports Eligibility

- **The 50% Rule:** Any student who is absent for more than 50% of the school day (defined as 3.5 hours or more) is ineligible to participate in that day's practice, scrimmage, or game.
- **Weekend Eligibility:** If a student meets the 50% absence threshold on a Friday, they are ineligible to participate in any CAM sports or school activities over the ensuing weekend.
- **Excused Absence Exception:** If a student is absent but has a documented, excused reason (such as a pre-scheduled medical appointment or family emergency)

accompanied by an official note or eligible reason, and they are not ill, they remain eligible to participate in practices or games that day.

Section 10 (Visitor Policy)

All school visitors, including parents, must enter at the front school office entrance and push the video intercom system. You will be asked to state the purpose of your visit to a receptionist and you will be asked to show a valid driver's license to use with our electronic check-in system. Once approved, you will be issued a visitor's badge. Upon leaving the school, all visitors are expected to return to the office and check out with the same electronic system by scanning the QR code on the visitor's badge. Visitors must have an appointment made in advance with a faculty or staff member. Please remember the school office is dedicated to supporting students and teachers, therefore any personal business or behavior that could be distracting or disruptive are not permitted. Visitors may be asked to wait in the lobby rather than the front office desk area.

St. Patrick Catholic Church | 100 North Beckley Station Rd. | Louisville, KY 40245 US

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