

Mary Queen of Heaven School  
1326 East 57th Street  
Brooklyn, New York 11234

September 8, 2010

Dear Parents and Guardians,

At this time we are presenting you with the **Graduation Policy** of Mary Queen of Heaven School. We hope that this is a clear statement of our expectations for the eighth grade students at Mary Queen of Heaven.

If a student **fails two (2)** subjects for the **first 2 Report Card periods**, he/she may not participate in any class activities associated with Graduation.

If a student **fails two (2)** subjects for the **entire year**, he/she may not participate in the Graduation Ceremony. The diploma will be granted at the successful completion of a summer school program. By summer school we mean an organized program and not private tutoring. If a child fails **more than two (2)** subjects, no diploma will be issued and your child might need to repeat grade eight at another school.

You will receive **three** Progress Reports during the year, one midway between each Report Card. This will keep you apprised of how your child is doing and alert you to any problems. Should you have any concerns, please feel free to speak with your child's teachers.

Academic honors and awards are based on academic achievement and social growth. For achievement of honors, the following criteria will be used:

**Principal's List**

A yearly average of 94.5 or above with no mark below 90.  
Conduct and effort are satisfactory and above.

**Honors:** A yearly average of 84.5 to 94.4 with no mark below 85.  
Conduct and effort are satisfactory and above.

**A mark of -70 is a failing grade.**

**Other Expectations::**

All students must attend the *Graduation Mass* on Sunday, June 12<sup>th</sup> @ 10 AM. Those who do not attend this mass will not be permitted to attend the *Graduation ceremony* on Friday, June 18<sup>th</sup>.

Any child whose fees are not paid in full will not receive *Cap and Gown* and will not participate in the *Graduation Ceremony*.

You are receiving one copy of this **Graduation Policy**. Please discuss this policy with your child. Once you have done so, sign the form below and return it to school.

Thank you for your continued cooperation.

Sincerely,

Sister Mary Donna Murphy, O.P.  
Principal

Miss Maura Carroll  
8th Grade Homeroom Teacher

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I have read the above **Graduation Policy** and have discussed it with my child.

Parents' Signatures: \_\_\_\_\_ (Mother)

\_\_\_\_\_ (Father)

Student's Signature: \_\_\_\_\_