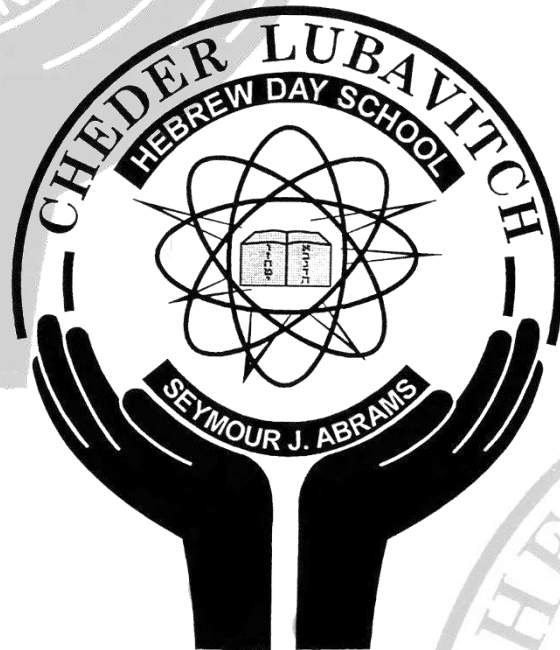


Seymour J. Abrams
Cheder Lubavitch Hebrew Day School

Student Handbook

Boys



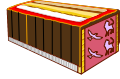
שנת הלימודים ה'תשע"ו
2015 – 2016 School Year

Table of Contents

Mikdash M'at _____	3
Expected Behaviors For Cheder Students: _____	3
Derech Eretz _____	3
Arrival _____	4
Start Of Day _____	4
Classrooms _____	4
Recess Rules _____	4
End Of Recess _____	5
Lunch _____	5
Hallways _____	5
Dismissal _____	5
Homework _____	5
Tardy Students _____	4
Absent Students _____	6
Dress Code _____	6
Office _____	6
Cheder Equipment And Books _____	6
Computers And Technology _____	7

Mikdash M'at

The Cheder is a school of Torah, Avodah and Gemilas Chassadim and thus it is a Makom Kadosh (a holy place).



The Cheder is under the “Nesius” (leadership) of the Lubavitcher Rebbe. The Rebbe has taught us that the Rabbeim remain the “Menahalim of the institutions that are under their ‘Nesius’”.

Every student who has the good fortune to be in the Rebbe’s Cheder should realize the responsibility that he carries to behave in an appropriate manner.

Expected Behaviors For Cheder Students:

1. אהבת ישראל: Respecting others and their property.
2. קבלת עול – סדר: Being cooperative and being where you are supposed to be.
3. אחריות ללימוד: Assuming responsibility for all studies.
4. לשון נקי: Using appropriate language: Using refined, kind and considerate language and being sensitive to the feelings of others.
5. הגות ומצאת – התמדה ושקידה: Working hard at learning - If you work hard, you will be successful and you will feel good about yourself.

Cheder students should always conduct themselves in a manner befitting students in the Rebbe’s Cheder. As proud Cheder students we take pride in the school and make sure that it is clean and neat as befitting the Rebbe’s Cheder.

Rabbi Zusia of Anipol said: When the day will come that I must account for my life, I do not fear the question: ‘Why weren’t you Moshe?’ I was not equipped to be Moshe. But I dread the day when it will be demanded of me, “Why weren’t you Zusia?”

Be all you can be!

Derech Eretz

As תלמידי תורה tell us, דרך ארץ קדמה לתורה – that Derech Eretz takes precedence to Torah. As such, proper Derech Eretz is of paramount importance in our school. Students are expected to display Derech Eretz in the following ways, though they are not certainly not limited to this list:

1. Students should rise when a Rebbe, Teacher or adult enters the classroom.
2. Students should **speak with proper manners**, (e.g. saying "Please" and "Thank You", etc.)
3. Students should greet others, especially teachers (past and present), in a friendly manner.
4. Students should speak respectfully to all people, but must **take special care to speak respectfully to Teachers**. This includes:
 - a. Bringing personal concerns to the teacher in a private setting, respectfully, at an appropriate time, and only with permission from the teacher.
 - b. Raising one’s hand and waiting to be called on before speaking.
 - c. Accepting all teacher directives without argument or contradiction.
 - d. Maintaining proper composure, tone, and body language when speaking to a teacher, even when frustrated.
 - e. Waiting for the teacher’s attention politely, and speaking only in close proximity (e.g. not across the room or down the hallway, etc.)
 - f. Respecting the teacher’s space, by not touching the teacher, sitting in his/her chair, crowding around the teacher’s desk, and by not touching anything on or in the teacher’s desk.
6. **Respect the property of others** by only taking or borrowing other students’ items (pencils, books, markers, etc.) with permission.
7. School property is considered holy - ממון הקדש. **Respect school property by only handling it with care and with explicit permission**. This includes school supplies, furniture, books, textbooks, windows, blinds, AC, whiteboards, etc.
8. **Keep your classroom and school clean**. Place garbage properly (without throwing it) in its receptacle.
9. Respect yourself and the feelings of others. As such, please do not publicize their grades, consequences or private discussions with teachers or principals.
10. Bring any religious concerns about a General Studies lesson to the attention of Rabbi Heifetz, or privately and respectfully to your teacher – not during class.

Arrival



All students are expected to be in school at least 5 minutes before classes begin.

Students of grades 1-5 must go straight to their lockers and put away their coats and backpacks. Students should wait by their locker until the bell, and then proceed to lineup.

Students of grades 6-8 must be at Minyan by 7:25. Five minutes before the beginning of class, students may enter their classrooms. This time is not for recess, it is for class preparation only.

Start Of Day

The bell will ring at 8:44 when students of grades 1-4 should lineup in the small gym at which time lineup will begin.

Grade 5 should lineup at their classroom.

Grades 6-8 should be ready to begin learning, after cleanup from breakfast, at the time Rabbi Lipsker announces after davening.

Tardy Students



Tardy students must report to the office with a note from their parents explaining the reason for their tardiness. Students will only be allowed into class with an admittance slip from the office. Students arriving more than 15 minutes after the start of school must be signed in by a parent or driver in the front office.



Classrooms

Students may not eat in the classroom other than during snack time. Gum chewing is not allowed in Cheder.

Students must make sure that their desks, the immediate area around their desks, their lockers and cubbies, are clean and neat at all times. **No loose papers may be stored in the classroom.**

No more than one student can be out of the class at any time. Students should never interrupt another class during class time.

Lockers should be closed at all times.

Students may only use the school's dry-erase markers of white boards with express permission from the Teachers.

IMPORTANT: Seforim or books with writing or graffiti on them cannot be brought to Cheder.

Recess Rules

All children must leave the building during outdoor recess. During recess, students are not allowed to be in an area without a Rebbe or teacher's supervision.

During indoor recess, board games are allowed in the hallway outside Rabbi Twersky's office. Children not playing board games there must be in their designated gyms during indoor recess.

Students may not loiter in the classrooms or halls during recess.

Ball playing is not permitted in the hallway or classrooms.

Sports may only be played in a manner that keeps our students safe. As such:

Baseball



1. No metal bats.
2. Only swing bats when no one is within 6 feet of you.
3. Only balls that are soft or rubber may be used.
4. If you are not sure if a ball is acceptable, check with Rabbi Twersky before you use it.

Football



1. Touch or flag football only.
2. No pushing in a way that could make someone fall.

The following activities are also prohibited at Cheder due to safety concerns:

1. Sledding
2. Bike Riding
3. Roller Blading or Skating
4. Scooters
5. Snowball making or throwing
6. Games involving pushing or throwing each other.

End Of Recess

As soon as the first recess bell rings, students must stop playing immediately and head towards the building.

Students will have 20 seconds to be inside the building.

Upon entering the building the students must prepare for class so that as soon as the second bell rings they are standing orderly in line at their lockers.

Only enter the classroom escorted by the teacher.

Lunch

All students must eat in the lunchroom during lunchtime unless otherwise instructed by the Principal.



Students may not eat in their classrooms.

Some students and teachers are allergic to nuts including peanut butter. Nuts are allowed in the Jarvis and Howard buildings on a per class basis. This year at Howard grades 3, 4, 5, and 6 will be nut free.

Cheder will be serving hot lunches for students participating in the Kiwikids Lunch Program. These students should line up in an orderly fashion by class upon entering the lunch room to receive their lunch. On days when bread is served, classes should first wash and then get in line.

Lunches from home should be pareve or co-ordinate with the Kiwikids lunch program – meat on Monday and Wednesday, and dairy on the other days. Dairy foods must be Chalav Yisroel.

Bring healthy foods and drinks for lunch and snack. Minimum recommended lunch and snack might include the following: 1 sandwich, a drink of milk, water or juice, 1 or more vegetable, 1 or more fruit, 1 salty treat (e.g. pretzels), and if necessary, not more than 1 sweet treat.

All food served at the Cheder must abide by the Kashrus standards of ACRI (the Association of Chabad Rabbonim of Illinois). Information is available online at <http://acriweb.org/>. **No home baked or cooked items can be distributed at the Cheder.** Boys should not share food.

Hallways

Students are expected to spend as little time in the hallways as possible, and to respect the other classes that are in session. Therefore, **students are expected walk, speak in a whisper, and avoid any other type of disturbance** (e.g. bouncing a ball, looking through a classroom window) while in the hallways.



Students are expected to **keep the hallways clean.** Lockers/backpacks should be closed, and food may not be eaten in the hallways.

Students must walk in a straight line, accompanied by their teacher, whenever they move through the hallways.

Dismissal



At the end of every period, and at the end of the day, each student is responsible to make sure that his desk, area around the desk, cubbies and lockers are clean, before he is dismissed to leave.

Students should line up in an orderly fashion and wait to be dismissed by their Teacher. Students cannot be dismissed until the dismissal bell rings. When dismissed, students should walk in an orderly fashion to the front of the building.

Students may only leave through the front entrance. Students must wait for a supervising teacher before leaving the building.

Students may only cross Laramie escorted by an adult. Students may only enter vehicles legally parked.

Homework

Homework and classwork serve two primary purposes. They provide practice, review and/or extension of the skills or concepts learned in class, which helps students solidify their learning. They also provide information to both the teacher and student as to how well the student understands the material, information that can help the teacher assess both the student and also his/her own past and future lessons. In short, **homework helps student learn**, both directly and indirectly.

Homework will be assigned daily, and students are expected to complete their work to the best of their

abilities and to submit it to their teachers by the required due date.

Remember, the work you turn in reflects the effort you put forth. As such, all papers submitted to a teacher, whether *homework or class work, must be written neatly, in complete sentences, with a proper heading on the top of the page, and on a standard sized piece of paper not torn from a notebook or crumpled.* A proper heading includes a full name, the subject and a date.

Plagiarism is the act of taking the ideas or writings of another, and using them as one's own. This includes sentence, paragraph, and essay structure; changing words does not avoid plagiarism. Plagiarism has legal ramifications as well as halachic ones, and such an act clearly does not conform to the academic or behavioral standards of our school. Plagiarism, in any form, will not be accepted.

Absent Students



The parent of an absent student must call the school and notify the secretary of their absence and the reason for it. If the absence is known about in advance, parents/students are expected to inform the Teacher. When a student returns to school after being absent for any reason they must bring their teacher a note from home explaining the reason for the absence. Students are required to make up work that they miss during any absence.

Student cannot leave school without first being signed out by a parent or an adult with notification from a parent. Students will not be allowed to wait outside the class for a parent or adult to pick them up.

Students may only leave class with express permission from the teacher.

Dress Code

1. Boys Grades 1-4 must wear shirts that have at least 2 buttons, a collar, and sleeves. Shirts may not have words or pictures on them.
2. Boys may not wear jogging or sweat pants to school.
3. **Grade 2 and older**, must wear long pants only.
4. **Grades 5 -6** must wear button down shirts, black or dark navy pants.
5. **Grades 7-8** must wear buttoned down shirts, white or light blue. Black or dark navy blue pants only.
6. No black, grey or colored neck-lined undershirts.

7. A white buttoned down shirt should be worn on Rosh Chodesh and special Chabad days.
8. No tight pants are allowed.
9. Footwear must have backs (e.g. no slippers, crocs, etc.). No ankle socks.

All Grades – Shoes must be worn at all times. Students may not walk around the classroom or in the hallways in socks.

Conduct

1. Students should watch only videos that are produced by WLCC, JEM or other Torah-oriented Jewish producers. Students should not watch secular movies or T.V.
2. Students should listen to music that inspires Yiras Shomayim. Students should not listen to any secular music.
3. Discussions about TV shows, secular movies, music, or other pop culture are **not permitted** in Cheder.

Office



Students are only permitted to enter the office with permission from the secretary or principal.

Only Cheder staff members may take supplies from the supply closet, for staff use only. **Students must purchase supplies for class or individual student projects.**

Students may not use the copy machine, the electric hole puncher, or any other office equipment. Students may ask the secretary for to make copies for personal school projects, but must provide a written request from the teacher and 10 cents per copy at the time of copying.

Students may only use Cheder supplies i.e. dry erase markers, glitter, glue, etc. with specific permission from teacher.

Students may not use the office phone without explicit permission from the secretary and a written note from the teacher.

No student may enter the Teacher's Lounge or Rabbi Twersky's office unless escorted by a teacher or the Principal. **No Exceptions.**

Cheder Equipment & Books

Cheder equipment, toys, books or any other Cheder property may only be removed from Cheder with

permission from the Principal, and then signed out in the designated notebook.

Students are responsible to take care of Cheder property. Students will be required to pay for any damage caused to Cheder property, which includes lost or damaged books.

OUTSIDE BOOKS

All secular books brought from public libraries or personal books from home must be approved by a boy's teacher. Any books not approved will be confiscated.

Medications

According to State law, students may not carry any medication, including Tylenol or Advil in school, and Teachers may not dispense any medication. Any medication a child needs to take must be sent by the parents in the original bottle, labeled with the student's name and dosing instructions. The medicine will be kept in the office. The medicine may only be dispensed with prior written notification and instructions from the parent and proper documentation. This includes over-the-counter medications.



Computers & Technology

All computers, monitors, printers, and DVD players are the property of the Cheder and are not permitted to be moved by students without permission of the Teacher/Principal.

Students are not permitted to use the DVD player.

Students are not permitted to place any programs on the computers or play anything on the computer or DVD player.

Cheder computers will not be allowed for any personal work or class work. USB ports from home cannot be put into the school computers. Students cannot use the office computer for any purpose even to type or print out their school work.

Cell phones and all electronic hand held devices i.e., Ipod, mp3, electronic games, Blackberry, PDAs, cameras and video cameras, are not allowed in Cheder. If a student must have a phone or other hand held device, (traveling, class project) students must get permission from the Principal to bring them to school. Even with permission, the **electronic devices may not**

have internet access, and they must be left in the office during school hours. Devices not submitted to the office will be confiscated.

Boys riding the bus home have permission to use an MP3 player without any screen and loaded only with Chassidishe stories or Chassidishe music to help them have a calmer ride home. The MP3 player must be kept in the backpack throughout the school day and removed only when on the bus.

Computers & Technology at Home

Many Rabbonim are opposed to the presence of Internet in our homes. Students who must use the internet at home should do so only when supervised in and out of the home. Supervision entails a parent in the same room as the students on the computer.

Students are strongly requested **not** to have their own e-mail accounts and should definitely not have any social network accounts such as Facebook. Students at this age need to develop strong, healthy social relationships through personal communication, which is hampered by e-mail communication.

Social media can become addictive and students may spend an excessive amount of time with it. Social media among Cheder students may create other social difficulties for students, i.e. bullying, feelings of exclusion for those who don't have accounts etc. The Cheder policy is that students do not use e-mail as a form of communication with other Cheder students.