



# Bishop Chatard High School

## New Parent Guide



# Welcome to Bishop Chatard High School!

We are so excited to have your student joining our school family, and truly appreciate the sacrifice you are making to allow us to educate your children over the coming years. At Bishop Chatard, we are committed to educating the whole person in the teaching of Jesus Christ and the Catholic church.

Our goal is to prepare students for college now, Heaven later. We strive for academic excellence supported by faith formation in order to create a unique learning environment to nurture the development of the whole person.

We recognize that no two students are the same, and our teachers and administrators are committed to making the Bishop Chatard experience as unique as each individual. We encourage our young people to be who they are, while also helping them learn who God is calling them to be.

## What We Ask of Our Students

As you begin your journey as a family here at Bishop Chatard, we ask that you encourage your student to do a few things:

- **Be open to God's voice.** First and foremost, we are here to support students as they become men and women of God, and we offer numerous opportunities for them to grow in their faith. From daily prayer, weekly all-school Mass and adoration to class retreats, student ministry opportunities and special religious events, we keep our faith at the forefront of every decision we make, and we ask students to do the same.
- **Get involved.** We have a robust student life program that challenges every student to try new things. We offer activities for each and every student, from 24 varsity sports teams and multiple choirs, to band, theatre and dozens of clubs. We have opportunities to get involved in student government, student ministry, philanthropic endeavors like Best Buddies, a world-class Trobotics team, student groups like the Black Student Union and Latinos Unidos and more. These years in high school are the perfect time for students to step out of their comfort zones! Our students are often our best resources when it comes to ideas for new activities. If your student has an idea for a new club, he or she can share it with our Director of Student Life, Andy Reel. We recently added Hiking Club and Film of the Month Club, and we'll be adding Ski Club in the coming school year.
- **Ask for help.** We want our students to succeed in the classroom. Our teachers are committed to educating every student seeking a Bishop Chatard education. However, we know that the transition to high school can be a challenge. Students need to know that they can always ask for help from teachers and support staff. Our teachers are available for help during the Silas Period every Monday, Tuesday, Thursday and every first and third Friday from 7:45 - 8:30 a.m. and until 3:45 p.m. every day that school is in session. We provide study tables from 3:30 - 4:30 p.m. for students who want a quiet space to complete homework, study or seek academic help.

- **Challenge yourself.** In high school, students further develop their work ethic, study habits, and organizational systems that will carry them into their next phase of life. We offer more than 50 diverse honors, Advanced Placement and dual credit courses, and we encourage students to challenge themselves. They may be surprised by what they can achieve!

## What We Ask of You

As parents and guardians, you are the most important influences in your students' lives. As we embark on this high school journey together, we ask that you:

- Support us in our mission as the Archdiocese of Indianapolis North Deanery high school and support the spiritual growth of all students;
- Encourage your students to work hard, to take personal responsibility for their work, to do what is asked of them by faculty and staff, and help them set priorities and reasonable goals for their success;
- Communicate with us, including our faculty and staff, in a way that is honest, respectful and appropriate;
- Allow your students to first be their own advocates, in order to assist in their growth into young adults, but be willing to reach out when there are issues that require further adult involvement.

## Our Commitment to You

We are committed to educating students throughout their time at Bishop Chatard by:

- Providing a learning environment that is always modeled on the teachings of Jesus Christ and focused on the guidance of the Catholic Church;
- Modeling Christ-like behavior in our daily lives as we interact with students and our community;
- Maintaining an inclusive learning environment that offers innovative programs – from AP and dual-credit courses to a robust Academic Support Program – that narrows learning gaps;
- Providing opportunities for students to reach their highest potential through rigorous courses and pathways, while supporting their strengths and challenges;
- Providing teaching methodologies that allow for and support various learning styles.



Be sure to watch your email in the coming weeks for important information regarding the start of the school year, volunteer opportunities, special fall events, athletic events, sign ups and more!



## 2025 - 2026 Key Academic Dates

Aug. 4	Teachers' First Day/Staff Retreat
Aug. 6	First Day of School (Orientation)
Aug. 13	Back to School Night
Sept. 1	Labor Day - No School
Sept. 15 - 19	Homecoming Week
Sept. 18	Progress Report Night
Oct. 2	PSAT Exam (Given to grades 9 - 11) - Half Day of School
Oct. 3	End of Quarter 1
Oct. 13 - 17	Fall Break
Oct. 23	Open House (Early Dismissal)
Nov. 26 - 28	Thanksgiving Break
Dec. 12	End of Quarter 2
Dec. 16 - 19	Semester 1 Finals
Dec. 22 - Jan. 2	Winter Break (Jan. 5 <sup>th</sup> - 1 <sup>st</sup> Day of Semester 2)
Jan. 19	MLK Day - No School
Jan. 26 - 30	Catholic Schools Week
Feb. 16	Presidents Day - No School
March 5	SAT Day - Half Day
March 6	End of Quarter 3
March 20 - 27	Spring Break
April 3	Good Friday - Early Dismissal
April 6	Easter Monday - No School
May 8 - 13	Senior Finals
May 14	Baccalaureate
May 15	End of Quarter 4
May 17	Graduation
May 19 - 22	Semester 2 Finals for Grades 9 - 11
May 22	Last Day of School



# All About Bishop Chatard (The Trojan ABCs)

## A - Absences

Student absences can be reported in a number of ways. You can call the school absence line at 844-793-0415, report an absence online through **School Messenger** ([www.go.schoolmessenger.com](http://www.go.schoolmessenger.com)) or download the School Messenger app. This is also the method for reporting late arrivals or early departures due to appointments, etc.

## B - Back to School Night

Curious about what your student's classes are like? You can walk in his or her shoes and meet the teachers at Back to School Night on **Wednesday, Aug. 13.**

## C - Counselors

Our counselors will support your child in registering for classes, providing academic and personal support, as well as offer high school, college and career guidance. Encourage your student to get to know his or her counselor.

Each student at Bishop Chatard is assigned to a school counselor, based on his or her last name:

- Senior Counselor: Monica Helfrich
- Freshmen - Juniors A - K: Michelle Wilson
- Freshmen - Juniors L - Z: Sami Katra
- College Counselor: Kate Burkett

We also have a mental health counselor, Laura Gorr, who is available to students whenever they need additional assistance, and a committed Academic Support Department led by our Director of Academic Support.

## D - Directory Spot

Need to find another parent's contact information? Download the Directory Spot app, which has contact info for all BCHS parents, or set up an account at [DirectorySpot.net](http://DirectorySpot.net).

## E - Early Arrivals

Do you have a student who needs to be dropped off early? It's no problem! Our doors open at 7 a.m. and many students come in early for a variety of reasons, such as a meeting with a teacher, completing extra school work, or just getting an early start to the day. And for those early birds, we even serve breakfast in the cafeteria.

## F - FACTS

Tuition is paid through the **FACTS** system, and you can set up a yearly, monthly or bi-weekly tuition payment schedule. You can find more details about FACTS or the tuition schedule at [www.bishopchatard.org/business/tuition](http://www.bishopchatard.org/business/tuition).

## G - Gear

We sell all kinds of spirit wear - from sweatshirts and jackets to Christmas ornaments and stickers - in our Spirit Shop, which is located on the lower level near the cafeteria. The Spirit Shop is staffed by parent volunteers and is open Tuesday - Friday from 11:30 a.m. - 1:30 p.m., as well as at various games and other events. You can also buy spirit wear online at [www.bishopchatard.org/spirit-shoppe](http://www.bishopchatard.org/spirit-shoppe).

## H - Handbook

Our student handbook contains everything you need to know about our policies and procedures. You can find an online version of the handbook at [www.bishopchatard.org/academics/handbook](http://www.bishopchatard.org/academics/handbook).

## I - ID Cards

Student ID cards are issued during the first quarter. Students need to have their student ID cards with them at all times, and these are used for admission into athletic and other events. If a student ID is lost or stolen it should be reported immediately to the main office. There is a \$10 charge for replacing a student ID.

## J - Journalism

Have a student who is interested in writing or photography? We have an active Journalism department that gets our students involved in the yearbook, social media, photography, video production and more. They make monthly videos highlighting activities in the school, take pictures at games and other events, and work to document all that happens during the year for the yearbook.

## K - Keeping Up to Date

All parents receive a weekly Parent Newsletter via email that details current BCCHS news. Important last-minute updates, like weather delays and closings, are sent to parents via School Messenger. All parents can also download our Bishop Chatard Parent App (details are included at the end of this guide), and follow specific departments and teams on social media.

## L - Lunch

We offer a full hot lunch every day, as well as "grab and go" items in the cafeteria. You will set up an account for your student and can add money to their accounts by sending in a check or cash (there is a drop box for check outside of the kitchen, downstairs from door 10), or online at **Mymealtime.com**. Students use their student ID to purchase items for breakfast or lunch. Students can also bring their lunch and we have microwaves available for use. We do not allow outside food to be delivered during the day.

## M - Mass

We celebrate Mass as a school community every week, typically on Thursdays. And yes, you are welcome to join us! Mass is celebrated in the main gym and parents are welcome to sit in the bleachers in the first few rows.

## N - Nurse

If a student is sick at school, he or she can visit the Nurse's office. If your student needs to take medicine at school a form must be filled out in advance and kept on file. All students must have updated immunization records on file in the Nurse's office by the beginning of the school year (August 2025). Documents can be emailed to [nurses@bishopchatard.org](mailto:nurses@bishopchatard.org).

## O - Orientation

The first day of school and orientation for freshmen is Wednesday, Aug. 6. If you have the opportunity, we encourage you to drive your student to school that day between 7:15 a.m. - 7:45 a.m. We don't want to ruin the surprise, but you don't want to miss it! After drop off, join us for a **Parent Coffee**, where you can meet other parents and enjoy a light breakfast. Orientation for transfer students is on Tuesday, Aug. 5.

## P - Pick Up and Drop Off

Students can be dropped off and picked up on Crittenden Avenue. You can also drop students off in the back parking lot at door 10. Pull up to door 10, drop kids off and loop around to exit onto Kessler Boulevard. Please do not drop students off at door 5. Please drive slowly in the parking lot - we have a lot of student drivers! Our pick up and drop off procedures may change slightly, depending on future construction projects.

## Q - Questions for Teachers

You can always reach out to teachers, and can find staff contact information on our website. However, we encourage students to advocate for themselves. Teachers are always available for students to ask questions or ask for help.

## R - Retreats

Students have the opportunity to go on a class retreat each year, and while these are optional, participation is strongly encouraged. In fact, 98 percent of students opt to participate in class retreats. This year's freshmen retreat will take place on **Friday, Sept. 5**.

## S - Silas Period

The first period of each day is a time set aside called the **Silas Period**. Silas Period will run every Monday, Tuesday, Thursday and every first and third Friday from 7:45 - 8:30 a.m. It allows students to meet with teachers for additional 1:1 or small group support, and provides flexibility for additional for-credit courses, credit recovery, and other academic diploma-based requirements. Silas is optional, but students are encouraged to take advantage of this time for academic support. In certain cases, attendance during Silas may be required for more direct support.

## T - Technology and Grades

All students receive an iPad that they use during their four years at Bishop Chatard. They can use their iPads to access **Canvas**, our learning management system. All parents and students also have an account through **PowerSchool**, which is where current grades can be viewed. You can download the PowerSchool app and check your student's academic progress at any time.

## U - Uniforms

Students wear a uniform to school every day. The required uniform is either a blue or white BCHS polo shirt and official BCHS khaki pants or shorts. All of these items must be purchased at Schoolbelles. Official uniform sweatshirts can be purchased in our Spirit Shop. On Fridays our students can wear spirit wear tops (Bishop Chatard t-shirts and sweatshirts and uniform bottoms). We occasionally have Charity Spirit Days when students can wear jeans or sweats and spirit wear tops for a small donation to a selected charity.



Scan this QR code to go directly to the Trinity Club web page!

## V - Volunteer and Service Hours

The Christian Service Program at Bishop Chatard fosters the development of empathy, awareness, social responsibility and Christian community. Students are called to live out their faith in action through a graduated program that builds students' capacities to directly serve the poor and marginalized. The program sets out expectations for each grade level and offers Christian Service Immersion trips as another way to fulfill expectations. These requirements change as students get older and full details can be found at [www.bishopchatard.org/ministry/service](http://www.bishopchatard.org/ministry/service).

## W - Weekly School Schedule

Your students will pick this up quickly, but for a while it may sound confusing to you! Here is the school week at a glance:

- Monday - Thursday: 8:35 a.m. - 3:15 p.m.
- Friday: 8:35 a.m. - 2:15 p.m.

Bishop Chatard operates on a rotating seven-period schedule. The rotation allows students to attend an individual class at different times of the day. Each class is 55 minutes and students meet with each class four times a week.

You can find an example of a typical weekly bell schedule at [bishopchatard.org/academics/bell-schedule](http://bishopchatard.org/academics/bell-schedule).

## X - eXtra Opportunities for Parent Involvement

The **Trinity Club** is the BCHS parent group dedicated to providing volunteer and prayer opportunities for parents and support for the school. You can follow them on social media (@BCTrinity) to learn about upcoming events and volunteer opportunities. We have an Athletic Booster Club, a Theatre Booster club, and a Music Booster Club for parents who want to get more involved and support athletics or the arts at Bishop Chatard. You can learn more at [www.bishopchatard.org/parents](http://www.bishopchatard.org/parents).

## Y - Yearly Academic Schedule

Bishop Chatard operates on a semester schedule. Students receive grades quarterly and at the end of each semester. Finals are given twice a year, at the end of each semester. Report cards are emailed at the end of each quarter and semester. Midterms and progress reports are also sent at the halfway point of each quarter to better information parents of students' academic progress.



## Z - AmaZing

This is what our students are every day! They volunteer, they help each other, they answer questions, they stay at school late for practices and work, they pray for each other and they love each other. We are so excited for you to join our Bishop Chatard family, and we hope you are **amaZed** by our students too!

### **BISHOP CHATARD FIGHT SONG**

**Cheers to Her name**

**Hail to victory**

**Always Remember**

**Trojans we will be**

**Rah! Rah! Rah!**

**Active and game**

**Ready to fight**

**Defending Her honor**

**Three cheers to the Blue and White**

**Fight!**

## Key Social Media Accounts to Follow



- Main Account - @BishopChatardHS
- Athletic Department - @BCHSathletics
- Principal John Hasty - @BCHSPrincipal
- Enrollment - @BCHSEnrollment
- Campus Ministry - @BCHS\_CM
- College Counselor - @BCHSCollege
- Theatre Department - @BCHS\_Theatre
- Music - @BC\_MusicDept
- Student News - @BCHSStudentNews
- Trinity Club (Parent Volunteer Club) - @BCTrinity
- Trojan Horse (Tailgate) - @BCHSTrojanHorse



- Main Account - @BishopChatardHighSchool
- Student Life - @BCHSStudentLife
- Enrollment - @BCHSEnrollment
- Theatre Department - @BishopChatardTheatre
- Music - @BCMUSICDept
- Fine Arts Department - @BCHSArts
- Student News - @BCHSStudentNews
- Student Life - @BCHSStudentLife
- Trinity Club - @BCTrinity

*Most athletic teams and clubs also run social media accounts -  
follow them all and never miss a result or update!*

## Bishop Chatard Events You Don't Want to Miss!

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- **BC Annual Fund Dinner – August 27** – This is our biggest fundraiser of the year and one of our finest events. During this dinner we feature our annual Achievement Award winners and inspirational speeches from one of our students and key members of our community.
- **Parent Gift Gathering Parties – TBD by Class (August and September)** – Each class is asked for a gift (typically cash for a trip or a big auction item) to support Chatard-A-Bration, which raises funds for tuition assistance and teacher compensation. A group of parents is asked to host an event for each class, inviting all parents to donate a gift and attend the party for fellowship and fun. This is a great way to know other parents in your student's class!
- **Freshman Grandparent Mass – September 18** – Grandparents are invited to share one of the first experiences for their freshman grandchild with a special Mass and simple reception following. This is a favorite for the students and grandparents!
- **Homecoming – September 20** – This weekend is the culmination of a week of fun events for students during Homecoming Week with dress-up days and more. The football game on Friday night is followed by a Homecoming Dance on Saturday night.
- **Chatard-A-Bration – February 21, 2026** – Chatard-A-Bration is our second biggest fundraiser of the year. It gives parents and Bishop Chatard supporters the opportunity to come together and celebrate a night of fun! Grab your friends and purchase a table for a festive experience featuring cocktails and dinner, a silent auction (which you can follow on your phone), and plenty of time to dance to the tunes of a live band.
- **Walk-A-Thon – April 24, 2026** – This fundraiser gives students the opportunity to offer their gift of talent and treasure. Lunch is provided by the school and students enjoy a few fun activities with early dismissal to complete the day.

## Additional Events to Check Out

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- **BC Alumni Golf Outing – October 6** – Alumni-centered but enjoyed by any supporter of BCHS.
- **Veterans Day Mass – November 11** – Celebrating those who serve in the Military, past and present, complete with a color guard and special blessing.
- **Christmas on Crittenden – December 5** – This fun-filled event is for the little ones, and they have the opportunity to show off their Christmas cheer with goodies, crafts and other activities here at Bishop Chatard. Christmas on Crittenden gives Bishop Chatard students the opportunity to volunteer and give back to the community.
- **Day of Giving - March 18, 2026** – A 24-hour event fundraiser with special attention given to those in the community who may not be involved in other areas of support.
- **Easter Egg Dash – April 4, 2026** – Another event for our little ones, with more opportunities for Bishop Chatard students to volunteer their time, possibly filling Easter eggs or dressing up as a bunny (or a carrot!) to entertain children.
- **Senior Grandparent Mass – April 9, 2026** – Similar to the Freshman Grandparent Mass, this family-favorite event gives grandparents of seniors the opportunity to come full circle with their grandchild, celebrating Mass at Bishop Chatard together and enjoying a light breakfast.

## BCHS Parents? There's an App for That!

Keep all of your important BCHS information in the palm of your hand with our BCHS Parent App. Follow the instructions below and key info will be on your mobile device in seconds!

### How to Add the BCHS Parent App and Shortcut to Your Home Screen

#### iOS Mobile Instructions:

1. Using your phone's camera or QR scan application, scan the QR code shown to open the app (or open SAFARI browser and go to <https://www.jotform.com/app/221294919048967>).
2. After a few seconds, a popup will appear with instructions.
3. Click the arrow icon at the top or bottom of your screen and select "Add to Home Screen." (You may need to scroll down a little to see and select the "Add to Home Screen.") If you get stuck and there is an option to open in browser, follow that option.



#### Android Instructions:

1. Scan the QR code shown to open the app (or open any browser and go to <https://www.jotform.com/app/221294919048967>).
2. After a few seconds, a popup will appear with instructions.
3. Click the 3 dots icon at the top or bottom of your screen and select "Add to Home Screen" or "Add app" as available. If you get stuck and there is an option to open in browser, follow that option to install or add to home screen.

#### Laptop/Desktop/Other Device (Add to your home screen):

1. Go to <https://www.jotform.com/app/221294919048967>
2. After a few seconds, a popup will appear to direct you to add to your computer's home screen.
3. Alternately, just add to your home screen as you normally would or bookmark the link above for quick reference.

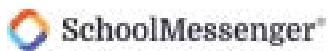


## Reporting Student Absences - Easy Reference Sheet

One of the most important things to learn is how to notify Bishop Chatard High School when your student will be absent or late. You can keep this sheet handy as a quick reference when you need to know the right number to call!

If a student is absent from school because of illness or an emergency, a parent/guardian is required to notify the school office before 8 a.m. on the day the student is not in school. Parents will be notified by 10:45 a.m. if their student is not present and we have not received notification.

BCHS offers three convenient ways for a parent to report absences, late arrivals or early departures: via phone, through the SchoolMessenger website, or by using the SchoolMessenger app.



### How to Report an Absence, Late Arrival or Early Departure

#### Option 1 - Report Online

Go to [go.schoolmessenger.com](http://go.schoolmessenger.com). You will initially be required to set up an account using the same email address that you have provided in PowerSchool.

#### Option 2 - Use the School Messenger App

*(This is the preferred method)*

The School Messenger app is available in iOS and Android versions in the app store or from links at [go.schoolmessenger.com](http://go.schoolmessenger.com). You will initially need to set up an account using the same email address that you have provided in PowerSchool.

If you have an incoming freshman and your family has an existing account, you will need to launch the app and refresh your contacts at the beginning of the school year. You can do this through Settings. This will add your freshman to your family's SchoolMessenger account.

#### Option 3 - Call in Via the Toll-Free Number

Call 844-793-0415. Be sure to press 1 in the mention of options provided when calling in an absence due to illness, a late arrival or an early departure.