

Emergency School Closings -
District Website:
<http://bcasd.k12.ny.us>

QUICK GUIDE TO THE BETHLEHEM MIDDLE SCHOOL

Tel: 439-7460
Fax: 475-0092
Absences: 439-7705

STUDENT ARRIVAL - 8:03 to 8:13 a.m.

Students arriving after 8:20 a.m. must report to the Main Office with a note signed by parents.

DISMISSAL - 2:46 p.m.

If the student is taking a different bus than their usual route a note from home is required to be brought to the Main Office. Note will be signed by administration and student must present note to bus driver of alternate route.

LATE BUS - 3:45 p.m.

A second bus run is offered to accommodate students who participate in after school activities under the supervision of a teacher or at the PIT. There are no late buses on Mondays or Fridays. Buses leave school grounds at approximately 4 p.m.

ITEMS DROPPED OFF FOR STUDENTS - The Main Office may page students for items brought in by parents at 9:48 am and 2:45 pm only. Contacting students outside of these times disrupts the classroom setting. Please remind your student to have their school items ready each day.

ABSENCES - Call the Health Office (439-7705) any time, day or night, when your child will be absent from school. Your child should get missed assignments from a "friend" for short-term absences.

MAKE-UP - In the case of a long-term absence, parents should contact the Guidance Office before 9:00 a.m. Assignments may be picked up in the Guidance Office the day following a request after 3:00 p.m. Students are given 2 days for each day absent to make up missed work. A written excuse signed by the parent is requested upon return.

ILLEGAL ABSENCES - These guidelines apply exclusively to students who are illegally absent for one or more days. They do not apply to students who are legally absent for reasons of illness, bereavement, religious observance or other educational purpose.

Students and parents are advised that current or improved levels of achievement are not likely to be attained as a result of illegal absences. Some assignments cannot be duplicated and missing these activities might, in fact, affect the student's grade.

Teachers are not obligated to provide assignments in advance for illegal absences. If teachers do provide the assignments, the students are required to return the assignments completed on the day they return to school to receive full credit. If not returned on the first day back to school, the grading/credit is subject to the teacher's late policy.

The day of the student's return to school, parents and students may request a list of assignments owed. A list of assignments owed will be provided within two days of the request. If the student receives the work after they return, from the time the work is provided, the student has one day for each day absent to complete the assignment for full credit.

LEAVING FOR AN APPOINTMENT DURING THE SCHOOL DAY - Parent signed notes should be brought by the student to the Health Office during homeroom. Please include the time leaving and the nature of the appointment (e.g. doctor, dentist, etc.) Parents must sign out their child at the Main Office. It is not necessary for parents to accompany them back into school.

LUNCH PRICE - \$3.25

MEDICATION - All must be brought to the Health Office and accompanied by a doctor's order and note from parents. (Must include frequency, time, reason, dosage and duration of treatment.) Medication must be in properly labeled container.

REPORT CARDS/INTERIM REPORTS - are sent via BC@Home approximately every ten weeks. Dates are listed on BC District Calendar.

SCHOOL TARDINESS - Report to the Main Office with a parent note explaining the reason for being late.