

**Please note: If your son or daughter will not be attending Brien McMahon High School, please come to Brien McMahon High School as soon as possible to complete the necessary paperwork in writing.**

- **OPENING DAY SCHEDULES:**

Wednesday, August 31, 2011: First day of school for grade 9 students and students new to our school.

All students new to BMHS will report to the auditorium at 7:30 a.m. They will be given a brief introduction to the school and an overview regarding the students' view of life at BMHS. Additionally, students will attend each class to meet their teacher and learn to navigate the hallways. Enclosed is the Homeroom Assignment Sheet. Please review this sheet carefully because all students should know their homeroom numbers and the names of their homeroom teachers. Students will receive their schedules in their homerooms.

Thursday, September 1, 2011: All students will report to homerooms at 7:30 a.m., and they will have a full day of school. Check the Homeroom Assignment Sheet for homeroom numbers and teachers. Students will receive their schedules in their homerooms.

- **SCHOOL HOURS:**

Regular Day	Shortened Day	Delayed Opening (1 hour)	Delayed Opening (2 hours)
7:25 Warning bell	7:25 Warning bell	8:25 Warning bell	9:25 Warning bell
7:30 Late Bell	7:30 Late bell	8:30 Late bell	9:30 Late bell
2:15 Dismissal bell	12:45 Dismissal bell	2:15 Dismissal bell	2:15 Dismissal bell

- **IMPORTANT UPCOMING EVENTS:**

Wednesday, August 31	First day of school for freshmen, and students new to BMHS.- 7:25 a.m. - 2:15 p.m.
Thursday, September 1	All students report - 7:25 a.m. - 2:15 p.m.
Monday, September 12	Parents Club meeting 7:00 p.m. -Cafeteria
Tuesday, September 13	Open House, 7:00 p.m. for classroom visits, Follow your child's "A" Day schedule.
Saturday, September 17	BMHS Band Celebration of Sound

**IMPORTANT INFORMATION FOR ALL STUDENTS AND PARENTS**

- **HANDBOOK AND BMHS GUIDE FOR STUDENTS AND FAMILIES:** During the first month of school, freshmen and all other students new to our school, will receive the High School Student and Family Handbook. All students will receive the BMHS Guide for Students and Families. Please take time to read and review all the material with your child. There are many important rules and regulations that will affect his or her daily life. Both documents are available on the school website.
- **NOTES FOR ABSENCES AND TARDIES:** All parental notes excusing absences and tardies are to be given TO THE ATTENDANCE CLERK when the student returns to school. Each absence requires a note. The note should clearly state the student's name, date of the absence or tardy, parent's name and day contact information.
- **TELEPHONE NUMBER AND ADDRESS CHANGES:** Parents must inform the school immediately of any changes of address or telephone numbers. The school needs this information not only for routine communications, but also for communication of emergency information.
- **TELEPHONE CALLS TO PARENTS:** Our computer will be programmed daily to leave messages at the homes of students who were absent for the day. Calls will be made during the evening. Correct telephone information is vital for this important communication tool to work.
- **PLANNERS:** All students will receive BMHS planners on the first day of school. Teachers will encourage students to use these valuable tools. A limited number of planners will be available for purchase during the school year.
- **OBLIGATIONS:** Some students left school last year with financial obligations to the school. Student records will not be sent to other schools, and diplomas will not be issued to students who have financial obligations. Obligations should be paid no later than the second week of school. It is best to address these obligations in a timely manner versus waiting until the end of senior year.
- **STUDENT DIRECTORY INFORMATION:** Student directory information may be given to outside agencies during the school year. If you do not want your student's name or address to be shared, please notify the principal in writing.

- **OPEN END:** Students in grades 11 and 12, with a period 1 or 8 study hall are offered the privilege of receiving an Open End Pass. With parental permission and a signed Open End Contract, students who have a study hall during the first period may report to school at the start of the second period or students with a last period study hall may leave campus immediately at the start of the last period. There are no double open ends. This privilege will be revoked for students that loiter in the building or on school grounds. Additionally, students who are having academic, attendance or discipline issues will be denied this privilege.
- **SCHEDULE CHANGES:** Between August 31 and September 9, only the following types of schedule changes will be considered:
  - Changes to resolve conflicts (e.g., classes scheduled at the same time)
  - Change made necessary because of summer school credit earned
  - Incomplete schedules
  - Missing courses required for graduation (for seniors)
  - Class size adjustments
  - Courses out of sequence

Counselors will not honor requests for schedule changes to allow late entry or early dismissal, even for students who have after-school employment or other responsibilities.

- **PARKING:** No parking, even for short periods of time, is permitted in the fire lanes, in the road directly in front of the school, in the spaces reserved for handicapped access (except for those cars with special permits), in the CGS parking circle or in the reserved spaces. Drivers who violate the parking regulations are subject to fines by the school or by the Norwalk Police Department. All cars must be registered with the school and must have school parking stickers displayed inside their windshields.
- **GRADE 9 PHYSICAL EXAMINATIONS:** State law requires all grade 9 students to have physical examinations and to have their physicians complete the State of Connecticut Health Assessment Record. Students should have received these forms in the mail. Homeroom teachers will collect these forms on the first day of school or you may mail these "blue forms" to the school nurse at Brien McMahon ahead of time. Mrs. Lialios, the school nurse, will provide additional information at 852-9488, Ext. **11218**. The deadline for submission of the health form that includes tuberculin risk assessment is October 15, 2011. State law requires us to exclude from school any students who fail to comply with this requirement.
- **Sports Physicals:** The newly revised sports physical is the same as the current three- page Health Assessment Record (blue form). Physicals must be dated within a year of participation in the sport. Athletes will not be allowed to practice or participate in games/events if the physical is more than one year old. It is the student's responsibility to make sure that his/her sports physical requirement is up-to-date.
- **REQUESTS FOR EARLY DISMISSALS:** Parents are discouraged from requesting early dismissals for appointments or other personal reasons, as all students need as much time in school as is possible. However, on those rare occasions when early dismissals are truly necessary, the student should:
  1. Present a note to the attendance clerk before the morning warning bell.
  2. Complete a Request for Early Dismissal form.
  3. Before leaving, sign out with the attendance clerk.

We also request that the parent telephone Mrs. DeFrancesco, the attendance clerk, on the day of the request for the early dismissal. Her telephone number is 852-9488, Ext. **11337**.

- **THE BRIEN MCMAHON SCHOOL-BASED HEALTH CENTER (SBHC):** The SBHC offers medical and social services to enrolled students. An informational packet with the permission slip to participate is enclosed for all freshmen. The services are free of charge but the SBHC does bill the insurance companies of those students who have medical coverage. Please note that the SBHC does not require the students to pay any deductibles, and it does not bill parents if the insurance company does not make payment. The SBHC telephone extension is **11210**.
- **SCHOOL INSURANCE:** Students accident insurance information is included in this mailing. This is especially helpful for parents who do not have medical insurance to cover injuries their children sustain at school. If desired, please complete the form and mail as directed.
- **SCHOOL BUSES:** *The Hour* publishes the bus schedule. Only those students who are eligible for free busing should ride the buses. Shortly after school begins, eligible students will receive bus passes, which they must show to their bus drivers each day.

- **LOCKERS:** Each student will be assigned a locker, which he/she should not share with anyone else. Students are not to put their own locks on the lockers because security regulations require that school administrators have immediate access to lockers, particularly if there is concern about the contents of a locker. All padlocks will be cut and discarded. The administration strongly recommends all valuables be left at home. Items secured in the student's locker should be safe if the locker is used properly. The school does not have the resources to investigate lost or stolen items.
- **SMOKING POLICY:** The Norwalk Board of Education Policy forbids smoking on school grounds at all times
- **SCHOOL LUNCH:** Lunch will be served beginning on the first day of school. The BMHS cafeteria provides a wide variety of quality food choices, and our student dining area provides a beautiful, spacious and comfortable environment for eating. The prices for this year are: \$1.25 for breakfast and \$3.00 for lunch. Note that students must use their photo identification cards to qualify for student food prices.
- **SCHOOL LUNCH ACCOUNTS:** Our cafeteria offers a computerized system for use by both students and staff. All students are assigned an account number upon registration. We URGE parents to have their children utilize this account for a number of reasons:
  1. Cashless transactions are much faster and students spend less time in line.
  2. All must have either their keypad # or student i.d .available to access their account.
  3. Parents who need to know if their children have actually used their money to purchase lunch can ask the cafeteria manager to check the computerized system.
  4. Parents can view what their children have been eating on a daily basis when their children use an i.d. card or pin #.
  5. Parents may also make payments online by visiting [www.paypams.com](http://www.paypams.com) or visit the Norwalk Public Schools website and click on Lunch Menus to sign up.
- **STUDENT ATTIRE:** We expect our students to dress appropriately, even in hot weather. All classrooms, offices and common areas of our school are air-conditioned. Students who come to school inappropriately dressed will be sent home. Because styles change so much after policies are established, and we can not continually change policies, it is impossible to provide a specific definition of appropriate attire. However, the following guidelines should help:
  - No tanktops, spaghetti-strap tops or bare midriffs
  - No low-slung pants
  - No extremely tight pants or shorts
  - No extremely short shorts or skirts
  - No pajama-type clothing
  - No clothing with revealing openings or tears in the material
  - No clothing that depicts use of tobacco, alcohol or illicit substances
  - No clothing that depicts affiliation with, or admiration of, a gang.

The school administration must be the final arbiter of what is acceptable clothing.

- **WALKMAN RADIOS, CD PLAYERS, IPODS, CELLULAR TELEPHONES, ETC:** We are well aware that many parents want their children to have cellular telephones, but it is against state law and Norwalk Board of Education policy for students to have them in school. Understanding that there are many legitimate reasons for students to carry cellular telephones, we ask only that any telephones be kept out of sight and turned off during school. School staff will confiscate students' telephones if we see them or hear them and they will return them only to parents or legal guardians. Parents who need to contact their child during the day should call the main office.

Students are not to use or display cameras or other electronic devices, including Walkman-type radios, CD player, IPODs or similar devices, electronic games, etc. School staff will confiscate such devices and return them only to parents or legal guardians. There is no reason to have these items in school.

- **NEED YOUR HELP:** Unfortunately, despite all our efforts, there are many thefts during the school year of electronic devices. The BMHS staff does not have the time or expertise to thoroughly investigate the losses. It is strongly recommended that no electronic or expensive devices are brought to school and that any item brought to school is kept secure. Please review with your child that the following items are to be stored in their lockers immediately after they enter the building: Hats, headbands and other head coverings, cellular telephones, calculators capable of text messaging, all radios, electronic music players, earphones, electronic games, video cameras, all athletic equipment and any items that may interfere with the educational atmosphere of our school. Failure to follow this policy will result in confiscation of the item.