

The Acceptable Use Policy form will be sent home with students for a parent's signature early during the 1<sup>st</sup> nine week grading period.

## ***BMS LIBRARY***

The BMS Library Media Center is open from 7:30 a.m. until 3:20 p.m. daily. The BMS Library has over 13,000 volumes and subscribes to numerous periodicals. The BMS media center houses 38 computer workstations with access to the internet plus a variety of curriculum software. A BMS ID card is required to use computers and/or check out books. Students visiting the library during class times must have a hall pass signed by their teacher.

## ***ATTENDANCE***

Students are required to attend school on all days that the school is officially in operation. The accepted excuses for absences are:

Personal illness of the student, death or serious illness in the immediate family of the student, school-sponsored activity, circumstances which, in the judgment of the principal, create emergencies over which the student has no control, validated court appearances, observance of a day set aside as sacred by a well-organized religious denomination of which the student is a member or adherent.

Any student absent from school must provide, upon return to school, a written excuse by the parent/guardian. If the student visits a physician, dentist, counselor or court, a statement should be brought from that office. This excuse must be turned into the office before school on the morning of the student's return. A pass will be issued by the office personnel to be presented to each teacher during the day.

Students with excused absences shall have the number of days absent to make up missed work when this pass is presented. It is the student's responsibility to give this pass to the teacher.

Unexcused absences cannot be made up. The student may request assistance with missed work but grades will not be given for this work.

If no excuse is brought to the office, the absence is considered unexcused. Students who exceed five days of unexcused absences will be referred to the Attendance Supervisor.

The BMS Absentee Hotline can be called in the event of an absence at **659-2015**. Please send a note/doctor statement when the student returns to school.

Parents of students who are absent over 3 days may call the office in the morning to have homework collected for the student. The homework can be picked up in the office in the afternoon.

## ***TARDY***

Any student who is late for (after 8:00 a.m.) school must report to the office to receive a pass to enter class. The teacher will be responsible for keeping the records on the number of times a student has been late to class. After 5 times tardy to class the student will be assigned to AES.

## ***PARENT-TEACHER CONFERENCES***

Parent-Teacher conferences are scheduled for the Fall and Spring semesters by the school system. However, a conference can be scheduled with the student's team teachers if the parents have a particular concern. Parent conferences can be arranged by calling the school guidance office and making an appointment. 731-658-4563.

## ***LOCKERS***

Students at Bolivar Middle School are provided lockers to use for storing books and school materials. Lockers are provided as a convenience and may be opened by school staff at any time. The school assumes no responsibility for security of the lockers. Students who are assigned lockers without combination locks are encouraged to purchase a key or combination lock in order to help secure their belongings. We ask that students not "share" lockers.

## ***MONEY AND VALUABLE ARTICLES***

Bolivar Middle School requests that students not bring large amounts of money to school. All valuable articles should be in possession of the owner at all times or placed in a secure locker. THE SCHOOL CANNOT ACCEPT RESPONSIBILITY FOR STOLEN MONEY OR OTHER ARTICLES.

## ***EMERGENCY SCHOOL CLOSING***

### **School Delay/Cancellation Procedures**

In preparation for the possibility of inclement weather, please review the following information concerning school delay/cancellations.