

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.

**WBBJ TV Channel 7 from Jackson**  
**WMC TV Channel 5 from Memphis**  
**WREG TV Channel 3 from Memphis**  
**WHBQ – TV Channel 24 from Memphis**  
**WMOD Radio – 96.7 FM**  
**WOJG Radio –94.7 FM**  
**WBOL – 1560 AM**

Please look/listen for announcements for Hardeman County Schools – not Bolivar Middle School. In case school is closed for inclement weather or for any emergency, listen to local radio stations or Memphis/Jackson TV stations, or contact the district office for school closing announcements (731-658-2510). The Hardeman County Director of Schools authorizes any school closings.

## ***SCHOOL VISITORS***

1. Parents are always welcome at Bolivar Middle. We ask that an appointment be made through the guidance department.
2. The school policy is to accept only those visitors who have legitimate business at the school.
3. All visitors **MUST** report to the office first to receive a visitor's pass.
4. Visitors will not be issued a pass unless they are known to one of the administrators or unless they have legitimate business at BMS.
5. Visitor passes will not be issued during mid-term or final exams, periods of testing, or any other times when the administration deems it inappropriate to issue a pass. An administrator may refuse to issue or revoke a visitor's pass anytime he/she feels it is in the best interest of the school to do so.
6. Any person found on the grounds without permission, is trespassing and is subject to arrest by police authorities.

## ***STUDENT MESSAGES & DELIVERIES***

Because we value our class time, we will be unable to deliver messages to students except in cases of an emergency. The nature of the emergency must be specified to a school official before classroom activities will be interrupted. Arrangements for routine matters such as rides to and from school, car and house key delivery and pick-up, meeting places, etc. should be made before the student arrives at school. Any notes that alter the normal way the student leaves school must be brought to the office before 8:00 a.m. to be verified by office personnel. The student is to pick up the note between afternoon