

STAFF ...

1. **Teachers of students in grades 9-11** - Please do not mark students absent from homeroom. They should only be marked absent if they miss their exam. Thank you.

STAFF AND STUDENT...

1. Miss Alice is retiring after more than 30 years of service to the Harvard Public Schools. Please stop by the cafeteria and wish her well. She will truly be missed.

STUDENT NOTICES....

1. Did you miss the **informational meeting for NOLA information?** If you didn't make it, please see Ms. Nilan for information. s/Nilan
2. Any boy in grade 6-11 who missed the soccer meeting and has not signed up should see **Mr. Boisvert** to sign up for next year.
3. All students taking AP Physics next year please stop by Ms. Burton's room 279 right after school to pick up your summer homework. Thank you
4. Did you miss the Big Fall Musical Reveal? If so, we are excited to announce that the Fall Musical 2019 will be School of Rock! Stop by Ms. Brooks room (#355) to pick up a packet for more information.
5. All juniors who have not moved their locks to the newly assigned one - please do so today. The eighth graders need to place their locks on those lockers. Contents must be emptied. Thank you.

PARENT NOTICES

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Just a reminder: outside of the **time high school students** eat lunch, **cell phone use is prohibited from 7:45 AM to 2:20 PM. This includes** during studies, in the hallways between classes, and while using the bathroom. Please refer to the Bromfield Student Handbook for further details

Reminder: When you are tardy or absent to school you should have a **note** with reason of **absence or tardiness to submit** to the **Main Office**. **If you are being dismissed** from school, you are **required to bring in a dismissal note**. You should come to the office at the time of dismissal to be signed out. Please do not be expect to be called by the Main Office for dismissal. Calling classrooms causes disruption for your teacher and fellow classmates. We appreciate your cooperation. Thank you

REMINDERS FOR PARENTS

1. Please be reminded that it is your responsibility to **notify the school when your child is absent or late to school**. Students upon returning to school must have a note with reason of absence or tardiness to submit to the Main Office. If your **child is being dismissed** from school, they are **required to bring in a dismissal note** .
2. REMINDER for Students: The **school day starts** in homeroom promptly at **7:45 a.m.** If you are late to homeroom 7:46 or later you are tardy and need to check in at the Main Office. Please plan your day accordingly. All students who are late must report to the main office. Thank you for your cooperation. Please consult the Student Handbook for the rules pertaining to attendance and tardiness.
Parents driving students to school should plan to drop off students no later than 7:30 a.m. to insure that students have time to prepare for the day and arrive at their homerooms on time.
3. Reminders: It is the responsibility of students to check the office for forgotten items or items that they have called home for. Items that are dropped off should be labeled and placed on the table in the Main Office. Dismissals: It is also the responsibility of students to come to the Main Office if they are to be dismissed. Students should turn in dismissal notes to the Main Office. Please do not expect to be called. Calling classrooms interrupts class work for all students. Thank you for your cooperation
4. **PARENTS:** While we are aware that at times plans can change unexpectedly, there has been an increase in the volume of phone calls to the Main Office with messages for students ranging from after school plan changes to reminders for hairdressing appointments The volume has increased to an unmanageable degree. Please make every effort to speak to your children about the day's schedule the night before or in the morning before coming to school. **Notes should be given to students with regard to early dismissals.** Calling classrooms for students to come to the office for dismissals, shoes, projects, etc., disrupts classroom time for all students. A contingency plan for forgotten items, late pick-ups, canceled piano lessons etc. should be discussed with your children so that the unexpected changes will not lead to panic for you or your children. Thank you for your cooperation.
5. Do you need a little extra help starting or completing your homework? Need a convenient place to meet for group assignments? Prefer to study and work on assignments with friends? Need a quiet place for peer tutoring? Then stop by the **Bromfield Homework Center**, a convenient, well equipped staffed resource room available for students to use every Monday thru Thursday from 2:30 to 3:30 pm (12:15 to 1:15 pm on Early Release days). The Homework Center is located at the end of the sixth grade wing in the Learning Center. There are textbooks, computers and assignment boards for students' use.