



August 2018

Dear Parents, Guardians, and Students,

Whether you are returning or joining us for the first time, we are excited to welcome you to Bakie School for the 2018-2019 school year! We are excited about the year ahead and the many wonderful learning experiences that await your child.

Our Bakie School Family Handbook is now online and can be accessed through our school website. To review it, please go to our website (www.sau17.net) and click on the **Schools** tab, then **Daniel J. Bakie School**. Please read through this handbook so you are familiar with policies and procedures. It is designed to provide you with information about Bakie School and the Sanborn Regional School District. Strong communication between home and school is essential in order to provide students with meaningful learning experiences. After reviewing the handbook, **please complete the confirmation form and submit it to us. Every family is required to submit a confirmation form.**

Included in the handbook is our **Personal Device Student User Agreement Form**. Students wishing to use personal devices, such as cell phones or tablets, must follow the responsibilities stated in the Acceptable Use Policy as well as the guidelines on the form. **Please complete this form if your child will be using a personal device** during the year and return it to your child's classroom teacher. We supply iPads for students in K-2 and Chromebooks for students in Grades 3-5, so the need for personal devices during the school day is minimized. Any cell phones that come to school should be turned off or silenced during the day.

Our school day starts at 8:40AM and ends at 3:10PM. Students arriving after 8:40AM are considered tardy and must enter through the main office to obtain a tardy slip. Students may enter the building at 8:30AM.

If you have a change in your child's dismissal, including scheduled early dismissals, please send in a written note informing your child's teacher of the change. For your child's safety, we do not accept dismissal changes over the telephone. We require all notes to be signed and dated, therefore, email requests cannot be accepted either. All dismissal notes **must be received by 2:45PM** to avoid disruptions at the the end of the day. In the event of an emergency, please call us.

As a reminder, if your child will be absent or late, please call our attendance line at 642-5272 and select option 2 to leave a message. The attendance line is available at all times. Absences or tardiness that are not reported to the school by 10:00AM will be followed up with a phone call for verification. If you cannot be reached by phone, the Kingston Police Department will be called to investigate the truancy.

We're ready to get to work and look forward to partnering with you as we strive for excellence! If you have any questions, please feel free to contact us at anytime.

Sincerely,

Chris Snyder
Principal