

Routine Information

On Mondays students should bring milk/lunch money for the week. (It is fine to pay ahead more than a week if that is preferred.)

If students will be dismissed for an appointment or will be changing their usual transportation at the end of the day, please send in a note to let the teacher and office know.

When a student will miss school, it is the responsibility of the parent/guardian to call the school to let us know as early as possible. There is a machine to take messages if you happen to be calling earlier than 7:15 AM.

Students should remember to wear/bring sneakers on Tuesdays and Thursdays for Phys Ed classes and band students need their instruments on Thursdays. If band students wish to practice with the OTES first year band, they will need instruments on Tuesdays as well.

School Wide Rules:

- Students will show respect to all others.
- Students will show respect for the building and all property.
- Appropriate language will be used at all times.
- All students will observe a “hands off” policy providing personal space to others.
- All students will be outside from 7:30-8:00 AM.
- Students will stay off the ice in winter.
- Hats off in the building, please!
- No electronic items are allowed to be used during school hours.
- Kindness and consideration are expected at all times!!

Daily Schedule:

7:30 am – the earliest time students should arrive at school

7:30-8:00 – Morning recess time ending with flag salute and dismissal to homerooms

8:00 – School day begins, arrivals after this time are considered to be tardy

2:25 – Dismissal begins: YMCA bus students first, then walkers, then the rest of the bus students.

There are 2 Bradley buses, one long run bus and one short run that primarily goes up Cram Street to the Baker Lane/Ten Road area.

Lunch Schedule:

All students eat at 11:25, then goes out to recess
Recess lasts until 12:10. Students go out unless it is pouring rain or below 10°F.

Specials:

Monday – Mrs Ketch, guidance, is in the building every other Monday.
Tuesday – Phys Ed classes
Wednesday – Guidance classes
Thursday – Phys Ed classes and music/band classes
Friday – Art classes