



Cherry Hill Public Schools Beck Middle School

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Cherry Hill, NJ 08003
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Bernard O'Connor, Principal
Albert Morales, Ed. D., Assistant Principal
Robert Hulme, Interim Assistant Principal

March 12, 2018

Dear Beck Middle School Families,

This letter details student arrival and dismissal of procedures.

ARRIVAL

School begins promptly at 8:00 a.m. and students need to be in their homeroom by this time to be marked present and on time. It is recommended that students arrive to school between 7:30 a.m. and 7:50 a.m. to ensure timely arrival to homeroom. If arriving prior to 7:45 a.m., students should wait outside at the appropriate entrance until a staff member lets them into the building. Proper outside dress attire is recommended.

Only students and staff are permitted to enter the building during student arrival time unless a previously scheduled appointment has been made. Any non-students who have an appointment must use our main entrance to gain entry into the building. Identification and confirmation of your appointment will be required prior to entering the building.

Parents dropping off their children are asked to drop them off at the Main Entrance. Please do not drop students off in the parking lot at the north end of the school. We also ask parents not to park in any of the parking spaces in the front of the building while dropping students off.

*If an item, such as a lunch or clothing, needs to be dropped off to your child; it can be left with an adult standing outside at the main entrance prior to 8:00 a.m. Please make sure it is clearly marked with the student's name and grade. If no staff is available outside the main entrance, you will be required to use the doorbell to gain entrance. You will also be asked to produce a photo identification and recite your students identification number. The item can then be left at the main lobby desk and will be delivered to your child.

DISMISSAL

All students are dismissed at 3:00 p.m. Any student being picked up prior to 3:00 p.m. may leave only with an adult authorized in our student management system to pick-up the child. The adult must produce photo identification and know the student's identification number prior to gaining entry to our building and signing out the child.

Perseverance • Integrity • Respect • Responsibility • Compassion

Students riding buses will be dismissed at 3:00 p.m. and board their buses as the buses arrive. Loaded buses depart at 3:10 p.m.

Students getting picked up after school are asked to proceed to the front of the building. Students are not to be picked up in the parking lot at the north end of the school or the south parking lot near the tennis courts.

Students staying after school will be dismissed to late buses or their arranged rides at the front of the building at 4:25 p.m. Late buses depart our school at 4:30 p.m.

Respectfully,

A handwritten signature in black ink, appearing to read "Bernie O'Connor". The signature is written in a cursive style with a large, stylized initial "B".

Bernie O'Connor
Principal