

# Bradley International School

August 2018

Welcome to the 2018-19 school year! To help our school year start smoothly, please take a moment to read the following information.

## ***! IMPORTANT UPCOMING DATES TO REMEMBER !***

- August 16<sup>th</sup>: **PTO Ice Cream Social & School supply drop-off!** Come meet your child's teacher and see your classroom assignments – 4:00 p.m. - 5:00 p.m.
- August 16<sup>th</sup>: **ECE, Kindergarten – Back to School Night** – 6:30 p.m. \*\*\* Parents/Guardians only
- August 20<sup>th</sup>: **First Day of School for ALL students.**
- August 22<sup>nd</sup>: **Back-to-School Night** – Grades 1<sup>st</sup> - 5<sup>th</sup> 6:30 p.m. - 8:00 p.m. \*\*\* Parents/Guardians only
- September 3<sup>rd</sup>: **Labor Day – NO SCHOOL**
- September 7<sup>th</sup>: **Bradley First Friday Early Release 12:45pm** ALL students dismissed – No p.m. ECE!

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## SCHOOL SCHEDULE

**Full Day ECE – 5<sup>th</sup> Grade** (*ECE parents must stay with their child until they are signed-in at their classroom*)

**8:30 a.m. Breakfast Bell/Breakfast begins**

8:50 a.m. First Bell (line up on blacktop/playground)

8:55 a.m. Ready Bell, to class

**9:00 a.m. Tardy Bell, classes begin**

**3:45 p.m. School Dismisses (Parents will not be admitted to the building from 3:30 – 3:45 p.m.)**

**Half-Day 3-4's Integrated Preschool/AM Kindergarten**      **Half-Day 3-4's Integrated Preschool**

8:50 a.m. First Bell

1:00 p.m. Sign In

8:55 a.m. Sign In

1:05 p.m. School Begins

**9:00 a.m. Tardy Bell, classes begin**

**3:45 p.m. School Dismisses**

11:40 a.m. School Dismisses

## ARRIVAL AND DISMISSAL

*When Bradley was built, it was built to accommodate students walking to school. Times have changed and the majority of our students now use transportation.* Before and after school are very busy times. *To ensure the safety of our students, please adhere to all parking signs and speed limits.* Please drive with extreme caution. **Students will only be permitted to cross the street at designated crosswalks.** The staff parking lot is not for student drop-off or pick-up. Students will not be permitted to enter cars that are parked in the middle of the street. **NO U-TURNS** around Bradley! Please be RESPECTFUL of our SCHOOL and our NEIGHBORS!

- Students eating breakfast may arrive at 8:30 a.m. and should go directly to the cafeteria.
- All other students may arrive at **8:40 a.m.** and should go to the blacktop area on the playground. If weather does not permit outside activity, students will go to the gymnasium or auditorium. *Adult supervision will begin at 8:40 a.m.*
- The bell rings at **8:50 a.m.** and students will line up by their classroom grade/shape located on the blacktop. The teachers will greet their students outside. *There will be many staff members available the 1<sup>st</sup> week of school, should you have any questions.*

For **dismissal**, teachers will walk their class outside. Full-Day **Kindergarten will exit from their exterior classroom doors.** Morning Kindergarten will exit from the south front doors. Students in **3<sup>rd</sup> and 5<sup>th</sup> grade will exit through the south front doors.** All **1<sup>st</sup>, 2<sup>nd</sup> and 4<sup>th</sup> graders will exit from the main entrance (north doors).** Parents with children in **ECE will need to sign their child in/out in the classroom. Please wait for classes to exit before entering!**

- To relieve congestion and for the **SAFETY of ALL STUDENTS**, we ask that K-5 parents greet your children outside.

## BREAKFAST/LUNCH INFORMATION

Breakfast and hot lunches will be available. Breakfast is FREE for all DPS students. Lunch is \$2.00. Lunch applications must be picked up from the office and filled out to qualify for free/reduced lunch. **We encourage ALL families to complete a form as the district receives funds for each form submitted.** Breakfast begins at 8:30 a.m. Students eating breakfast should arrive at this time to ensure that they have enough time to eat before classes begin. Please see the lunchroom manager in the cafeteria to pay for school lunches or pay on line at [myschoolbucks.com](http://myschoolbucks.com). Check our web site [Bradley.dpsk12.org](http://Bradley.dpsk12.org) for **current menus and the district calendar** for the year.

## CLASSROOM ASSIGNMENTS

We strive to create classrooms that represent diversity as well as support the educational needs of students. Classroom assignments will be posted at the Ice Cream Social.

## ONLINE REGISTRATION

*The district encourages all parents to register their students on line under Parent Portal. Our Bradley website gives instruction for registration. **Please make sure that you complete this with up-to-date information!***

## EMERGENCY INFORMATION

Please keep the names of the adults authorized to take your child from school or to be called in an emergency updated! **Please make sure we have the child's parent's name(s) and phone number(s). If at all possible please use local numbers, not long distance numbers. If you use a daycare provider and they have permission to pick up your child, please make sure we have that information.** *If your child becomes ill or we need to contact you, this is the only source of information we have.* Please provide the phone numbers of at least TWO contacts (neighbors, friends, relatives) that could pick up your child if you are unavailable.

### Parent Permission for Media, Excursions, and Internet

If you are registering your student online you can give permission at that time. Otherwise you will need to fill out a paper form available in the office.

## TRANSPORTATION

If your child qualifies to ride the bus, you will receive information in the mail from the Department of Transportation.

## MEDICATION

If your child takes medication, the proper forms MUST be completed by you and your child's doctor before your child can take medicine at school. Please contact the office staff for appropriate forms. *Only medication prescribed by a doctor can be given at school. If your child received medication last year at school, a new form must be completed for this school year.*

## COMMUNICATION

We strive to have great communication with our families. Our primary forms of communication are:

**Attendance Line** any absence (full or partial) **720-424-9398** and **Main Line 720-424-9468**

**Friday Folders** – Reusable folders sent home with students on Fridays with classroom-specific assignments, school information and announcements (please send folder back on first day of the week).

**Teacher/Classroom Email** – Specific emails to you from the teachers.

**Friday Email Messenger** – The **Bradley Weekly Messenger** will be sent on Fridays with announcements and information for upcoming events.

**Auto-calls or Special Email** – Sent for important events and time-sensitive announcements.

**Website** – Central location for information and links to classrooms, Bradley and DPS.

**[bradley.dpsk12.org](http://bradley.dpsk12.org)**