

North Branford Intermediate School
654 Foxon Road
North Branford, CT 06471
Main Office: 484-1500, Fax: 484-1505
Guidance Office: 484-1506
Attendance Line: 484-1247
Nurse: 484-1227

Alan C. Davis
Principal

Christine Imperato
Assistant Principal

Greetings,

This notice contains important information, regarding the 2010-2011 school year. Please continue to check our website (www.northbranfordschools.org) during the course of the year for important updates and announcements.

Some important reminders for the start of the school year:

1. Our annual "Open House" for parents will be held on Tuesday, September 21st, from 6:30-8:30. Parents will have an opportunity to meet their child's teachers and learn more about our school. The schedule is as follows:
 - Parents of 6th Graders:** 6:30-6:45, Cafeteria- Introductions
6:45-7:15, Building Tour
7:15-7:45, Cafeteria- Unified Arts presentations
7:45-8:30, Team Areas (L.A., Math, Sci., and Soc. St. presentations)
 - Parents of 7th/ 8th Graders:** 6:30-7:00, Auditorium- Unified Arts presentations
7:00-7:15, Auditorium- Introductions
7:15-7:45, Building Tour
7:45-8:30, Team Areas (L.A., Math, Sci., Soc. St., & World Lang. Presentations)
2. The PowerSchool parent portal is scheduled to open on August 20th. At that time parents will have access to their child's schedule. IMPORTANT: "Welcome back to school" newsletters, from each team, can be accessed on the NBIS home page, located at this website.
3. Important change: The official school day, for students, is from 7:40-2:05.
4. For students not taking the bus: The drop-off area, on the side of the building, should be used for transporting students to school. Students should not be dropped off at the main doors, since this may interfere with bus traffic.
5. Due to supervision issues it is essential that students not be dropped off before 7:20 a.m. **Students may not enter the building before the 7:20 a.m. bell.** The school day officially begins at 7:40. Students who are not in their homerooms by 7:40 will be considered "tardy" and must receive a "late pass" from the office. Parents do NOT have to accompany their children into the building. Note: Students who ride the bus will NOT be considered "tardy" if there is a late bus arrival.
6. Early dismissal procedure: The student should bring a note (with a parent signature) indicating the pick-up time. The note should be presented to the homeroom teacher upon arrival. The parent should report to the office to pick up the student. **Important: The student should be advised to report to the office one or two minutes before the scheduled pick-up time so the parent will not have to wait.**
7. Pick-up procedure (at the regular 2:05 dismissal time): A note is not required, unless someone other than the parent is picking up a student. The parent will complete the "sign-out" sheet upon arrival in the main

lobby. Then, the student will meet the parent in the lobby when the “pick-up” announcement is made at 2:05.

8. If a student is going to be late or absent, then the parent should call our special **Attendance Line (484-1247)** by 8:00 a.m. and leave a message. The main office should not be called for attendance purposes.
9. Bus change policy: The student should bring a note (signed by the parent) stating the bus number he/she is to take in place of the regular route. The note should be presented to the homeroom teacher, who will issue a “bus change” pass. Note: Students will NOT be permitted to call home for a note nor will they be allowed on a different bus without a pass.
10. The hot lunch price will remain at \$2.50.
11. Our main office phone line is open from 7:00 a.m. until 4:00 p.m. on regular school days. Voice-mail messages may be left at any time. Again, the main office should NOT be called to report an absence or tardiness. Our special Attendance Line (484-1247) should be used for that purpose.
12. Each student will receive a Student Handbook on the first day of school. Parents are advised to review our policies, rules, and attendance procedures. IMPORTANT: Students are not permitted to use cell phones (including text messaging) in the building. Students should be advised to keep their cell phones shut off in the building.
13. We now have a monitored security system in place. Visitors must use the intercoms, located at either of the two main entrances. Parents are asked to please refrain from bringing forgotten homework or non-essential items to school during the day.

I look forward to a very productive year. Please call the school (484-1500) if you have any questions.

Sincerely,

Alan C. Davis
Principal