

East Insight—A Newsletter For New East Students

East Middle School Website: www.pccsk12.com/our-schools/middle-schools/east

3,2,1,...Blast Off for A Great Year at East!

Welcome to East!

We are so happy to have you at East. We know this may be a little difficult at first, but we are confident that our teaching staff and office staff will make everyone feel at home very quickly. Please don't hesitate to ask a staff member a question. We are always willing to help make you feel comfortable in your new surroundings.



DROPPING OFF STUDENTS AT SCHOOL

If you drive your child to/from school, please **drop off or pick up in the front (north side) of the school.** Enter the parking lot by the electronic sign. The back of the school is the bus loop and there is not enough room for buses and cars to drop off students in the same location.

Parents do not need to accompany their student into the office when they are arriving to school late, please make sure they know to come into the office, sign in and get a pass before going to class. Parents do need to come into the office and sign out their child if they are leaving early.

Backpacks

As of now, East does not allow you to carry backpacks from class to class. Your backpack must be kept in your locker until the end of the day. If you'll be shopping for a new backpack soon, make sure your purchase a sturdy one that will protect your Chromebook. Jansport, Eastpak, and Eddie Bauer were the brand names rated most durable by *Zillions Consumer Reports for Kids*. Please note that backpacks on wheels **do not fit into our lockers.**

Student Message Board

If you need to get a message to your student:

- take bus home/don't take bus home
- pick up forgotten school work or lunch
- any personal message

Please call the general office and we will put a note up for your student. Your student needs to check the message board of the office window as they go by the office throughout the day.

We also have a television monitor in the cafeteria where we show announcements and notify the students of any messages they may have on the message board.

The message board allows the school secretaries to relay important information to your student without interrupting classes.

We cannot interrupt class unless there is an emergency situation.

Student Leaving Early?

If your student will be leaving early due to an appointment, **please send a note in with your student indicating the reason they are leaving and at what time. Your student needs to bring this note to the office when they arrive to school and they will be issued a pass to leave class at the appropriate time.**

These notes are very important as it helps us not interrupt instruction time.

Also, we would very much appreciate it if your student is not feeling well that **they come to the office and let us know so we are aware of the situation.** If your student calls you or texts you from their phone, then we are not up-to-date on what is happening with your student. As you can understand, it is important for us to be aware of situations involving the students in the school.

Thank you for your cooperation in this matter.

BE ON TIME!

Getting to class on time is important, and good advice always helps! A bell rings two minutes before the first class begins. This bell is a warning for you to head to class. You are considered tardy if you are not in class on time. Here are some tips to help you keep from being late:

- If you are able to, bring books and materials for more than one class with you so you won't have to go back to your locker after every class.
- Use your time wisely. Do not spend time visiting with friends if you don't have it. Head straight to your next class.

Remember you must also use passing time to use the restroom or drinking fountain, so learn to adjust your timing.

Sports

If your student is interested in participating in any sport, **THEY MUST HAVE A SPORTS PHYSICAL DATED AFTER APRIL 15, 2019 IN ORDER TO PARTICIPATE.** Sports physicals can be downloaded by going on the East website and clicking on Athletics. The Sports Physical form is located on that page. Please note that sixth grade students will be able to participate in Cross Country and Wrestling for the 2019-2020 school year.

**EAST WANTS YOU TO STAY INFORMED!
VISIT THE EAST MIDDLE SCHOOL
WEBSITE AT:**

**[www.pccsk12.com/our-schools/
middle-schools/east](http://www.pccsk12.com/our-schools/middle-schools/east)**

Our website features the East Middle School Calendar, School Policies, Event and Activity information, Teacher and Staff contact information

**East Athletics Update on Twitter
@EastMS Athletics**

**East info on Twitter
@east_pccs**

Medication

In order for a student to take medication at school, a Medication Authorization form must be filled out, signed by a parent/guardian AND doctor and must be on file in the office. All medications (including over the counter items such as Tylenol/Advil and cough drops) must be kept in the school office. **No medication of any kind is to be sent to school with a student.**

You may download the medication form by going to our website, clicking on Programs, clicking on School Health, and then clicking on Medication Use.

Positive Behavior Support

Positive Behavior Support is a program at East that recognized the positive behavior of students. Students achieve at a higher level when they know the expectations and feel safe. PBIS helps us to improve in both of these areas at East Middle School. Students who follow expectations receive "Merits" that they can redeem for prizes at our school store, and buy their way into special events.

Cell Phone Policy

Students may have cell phones at school. Cell phones may be used before school, after school and during lunch and recess.

INFORMATION COMING HOME

You will notice that in middle school, students will not be bringing home hard copies of information. Most information is relayed on the website or through emails to parents.

You will be receiving an **East Update** email every Friday. This email will keep you informed on upcoming events and activities and keep you up-to-date with anything happening at East Middle School.

If you have questions about upcoming dates/events and haven't been notified of the details, please don't hesitate to call the general office at 734-416-4963.

East Insight

Email Information for East

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All other staff email addresses may be found on the East Middle School Website