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Pick-up/Drop-off

Where and when do I drop my student off for school?

While HMS doors open at 7:15, students cannot eat breakfast until 7:30. Teachers are available after 7:35. All students are to enter the west doors by the gym commons area, and report to their class level area in the gym or to the cafeteria for breakfast.

Where and when do I pick up my student after school?

Students can exit any doors of HMS at 3:15. For your convenience work with your student to set up a consistent meeting point for after school.

Where do students go after school if they are bus riders?

Buses pick students up out in front of HMS (29th Street). Students can exit any of the front doors to get there and are asked to report quickly after the 3:15 bell.

Being absent from school

What do I do if my student is going to be absent from school?

Call the front office (623-2450) to inform the office staff of your child's absence before 9:00 AM.

Where can my student find his/her homework if gone from school?

Before/After an absence – students can find class information on the appropriate class Canvas page. Students should also check in (personally or via email) with their teachers to ask for any additional information that they may need.

What do I do if I need to pick my student up for an appointment?

If your student is going to be leaving for an appointment - call the front office that morning informing them of the upcoming appointment and let them know what time you will be picking the student up. Students will be called to the office for a pass to give/show the teacher. At the needed time, students show their teacher the pass, and report to the office for dismissal. All students must go through the office if leaving school before 3:15.

ID's

What are the student IDs used for?

Student ID's are used as the student's lunch card, library card, and their ticket into home athletic events. Students will receive an ID toward the beginning of the school year. If an ID is lost/misplaced or broken, a new ID can be ordered by seeing the office staff and requesting/paying for a new ID.

How does my student get a new ID if he/she has lost theirs?

First, retrace your steps and see if it has been turned in to the office or to a teacher. If not located, purchase a new ID by visiting and paying for one with the school secretaries.

Lunch

When do students eat lunch?

Students eat lunch with their 3rd hour classes. Each class will have table number(s) assigned at the beginning of the year.

Classes go through the lunch line, check out with one of the secretaries using their ID card, and eat at their assigned tables. Classes have approximately a 20-minute lunch period.

How do students get cookies at lunch?

Parents must give permission to allow their student to "buy" cookies at lunch time. This can be done at the time of enrollment, or by visiting the office staff.

When checking out with their lunch, students can let the secretary know that they would also like a cookie.

If they do not have permission, or if they are out of money on their card, no cookie purchase will be allowed, and the student will be informed.

How do I put lunch money on my student's account?

Parents can put lunch money on their child's card during the time of enrollment, through the EZ SchoolPay app, or by taking cash/check to the HMS secretaries.

**** Best idea is to have them take the money to the office at the beginning of the school day, so that it can be applied in a timely manner.**

PE

What do students wear for PE?

Students are required to dress out for PE each day of class. HMS PE/Weights shirts can be ordered at certain times of the year (see school website for information), and/or students can wear a grey shirt with black shorts.

Do students have to shower after PE?

Students are not required to shower after PE but do have the option to do so. Your child is encouraged to bring deodorant to “freshen up” after PE class.

Lockers

No food or drinks other than water bottles are allowed in lockers.

Does my child have to use a school issued lock?

Students are issued a school lock on the first day of school by their squad teacher. These locks are expected to be on the student’s locker throughout the day to ensure the safety of their personal items.

Students will need to provide their own lock for their PE lockers.

Trappers/Bookbags

Students at HMS do NOT carry book bags from class to class. Bookbags are placed in their lockers at the beginning of the day and taken home at the end of the school day. Most students carry a trapper with them that contains their needed class supplies (paper, pencils, calculators, etc.).

Water Bottle Policy

Water bottles are allowed throughout the school day. Misuse of water bottles will result in loss of this privilege.

Cell phone policy

Students are to place their cell phones in their locked lockers at the beginning of the day. Phones are to remain in their locker throughout the entire day. See handbook for additional cell phone use policies.

Parent-Teacher Conferences

Fall: Open parent-teacher conferences are held in the fall semester. Parents receive their child's report card upon entering the gym commons area. You can then enter the gym and visit with any/all of the teachers from their child's schedule. Individual conferences are held to a maximum of 5 minutes due to the number of students on each teacher's caseload. No appointment times.

Spring: HMS currently has student-led conferences during the spring semester. Appointment times will be scheduled with your student's squad teacher approximately 1-2 weeks prior to conferences.

Canvas

HMS utilizes Canvas as a learning hub for classes at HMS. Within Canvas, students have access to a weekly agenda, digital documents needed for class, and the ability to turn in digital assignments. Parents are encouraged to look at their student's iPads to explore the functions of Canvas. See Tech Tips handout for specifics.

PowerSchool

Student grades are accessed through PowerSchool. Students are given access codes at the beginning of the year and will utilize PowerSchool weekly in order to graph their grades during Seminar. Parents also have access to PowerSchool and are encouraged to check-in on students' grades once a week to monitor student progress.

PowerSchool codes – ERR – wrong document submitted

NHI – not handed in

iPad information

Students will be issued a school iPad, cord and block at the beginning of the school year. iPads should be brought to school each and every day fully charged. It is recommended to plug the iPad in each night in a central spot at home (kitchen counter, family room, etc.). Each family can/should set up their own expectations of what time students should be off the iPad each night. It is healthiest if your child has some down time from electronics regularly before going to bed each night.

Passing Periods/Block Scheduling

HMS follows a Black/Gold block schedule. Students attend Squad and Seminar every day of the week. Lunch is during the G3/B3 class period.



<u>Bell Schedule</u>	
G1/B1	8:05 - 9:20
Falcon Squad	9:25 - 10:00
G2/B2	10:05 - 11:20
G3/B3	11:25 - 1:05
Seminar	1:10 - 1:55
G4/B4	2:00 - 3:15

Students have 5 minutes between class periods to pass from one class to another, visit their lockers, and/or use the restroom.

What to do if your student is not feeling well at school

If a student becomes ill while at school, that student should ask to visit the school nurse. The nurse will take the necessary steps to determine if a student needs to leave school and she or office staff will be contacting you. Students should NOT be calling home themselves.

Picture Day

HMS has both a fall and spring picture day. Information will be released closer to the dates.

What is the Falcon Parent Squad and how do I join?

Falcon Parent Squad is an opportunity for all parents to be involved in decisions made at HMS. If you are interested in attending the meetings, please contact the front office for further information.

Student attendance at home sporting events

Students are encouraged to attend home sporting events to support their fellow students. Announcements are made via the intercom system of student expectations if they are going to attend. Students are required to show their school ID at the pass gate. If they do have an ID, they will need to pay admission costs.