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6th Grade *Welcome*

*Handy info to keep
the "muddle" out of Middle School!*

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COMMUNICATION

Glen Rock Middle School District Website

- To reach the Middle School site, go to www.glenrocknj.org and look for the Middle School drop-down link under *Our Schools*, or click on *Middle School* from the bottom of the page.
- Middle School phone number: 201 445-7700, ext. 8930.

Communication Sources for Parents

- **Parent Portal** - If you are already in the Glen Rock School District, you may use your current login information to access the Parent Portal, which provides access to your student's attendance record, schedule, class/assignment/test grades and report card grades. If you are new to the district, please fill out and return a registration form and contact the Guidance Office at ext. 8918 if you need assistance. If you need technical assistance with your login or password, contact Ellen Volkomer at ext. 8900.
- **Online GRMS calendar** - Check the online school calendar for important dates. The calendar link is in the left-hand margin of the Middle School home page.
- **HSA handbook and website** - When you join the HSA, you get the annual handbook, which is typically distributed in November, and lists names, addresses and phone numbers of current students (and parents) as well as district contact information and other useful information. With membership, you'll also get email updates regarding school activities. The HSA website is www.grchips.com.
- **School Fusion daily emails** - It is necessary to provide the Guidance Department with your (or your student's) email address. Please contact Guidance at ext. 8918.
- **Monthly School Newsletter** - is sent on or about the 15th of the month.
- **Weekly Email Update, GRMS principal** - is emailed weekly.

Student Communication

- **In-class announcements** – are made each day during 1st period class.
- **Daily Announcements** - are posted on the Middle School website every day.

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HOUSEKEEPING**Schedules, Lockers and Locks**

- Schedules - will be available via the Parent Portal. An email announcing the date when schedules are posted will be sent out by the school and the HSA (via GRChips@outlook.com).
- Lockers - are assigned to students on the first day of school, during an extended 1st period.
- Locks - are provided by the school. It is beneficial for the student to practice using a combination lock prior to the first day of school. If a student forgets his/her combination, he/she can go to the Middle School office and speak to one of the administrative assistants (Linda Fairbourne or Eileen Kellerman).

First Day of School

- Students will be assigned a locker and given a lock. Students should only bring a pen or pencil and notebook on the first day. Supplies can be brought to school on the second day of classes.
- Students should not bring their backpacks to school on the first day.
- There will be staff stationed in the halls to help 6th graders find their classes if needed.

Bell Schedule

- Period 1 begins at 7:50 a.m. Bell schedule and drop-off/pick-up info will be emailed.
 - Bell schedules are also in the HSA handbook and on the MS website home page in the left-hand margin: General Info > Useful Documents.
- There are different bell schedules for Early Dismissal days and Delayed Opening days.
- The last period of the day (Period 9) ends at 3:07 p.m. for all Middle School students.

Absences, Lateness and Leaving Early

- Any absence or anticipated late arrival must be called in to the Attendance Office prior to the start of the school day. Please call 201-445-7700 ext. 8931 and follow the prompts.
- If you need to pick up your student early, you can go to the Middle School office (in the hallway adjoining the auditorium) to sign him/her out, or your child can bring a note from home to the main office first thing in the morning to be stamped. Then the child can be excused from class and use that note as a hall pass.
 - When returning, students can be dropped off at the security desk at the Hamilton Ave entrance and proceed to the main office on their own to be readmitted for classes.
- Please familiarize yourself with the Attendance and Lateness Policies, which can be found in the Student Handbook (not to be confused with the HSA handbook!)
 - The Student Handbook is on the MS website home page in the left-hand margin: General Info > Useful Documents > scroll down to find Student Handbook link.

Lunch

- All 6th grade students have lunch during Period 5: 11:06 a.m. - 11:51 a.m. The cafeteria has a dividing wall between the Middle School side and the High School side.
 - Students can bring lunch from home or purchase lunch in the cafeteria (approx. cost \$5). A variety of options are available each day.
 - Lunch does not need to be pre-ordered, but you can pre-pay with a "cashless" option offered by Pomptonian Food Service (www.pomptonian.com), which operates the cafeteria.
 - The Middle School Lunch Menu is on the MS website under the drop-down Parent/Students tab > Lunch Program.
- Students are allowed to sit wherever they choose.
- Lunch is supervised by classroom teachers.
- Middle School students are split into two groups for the lunch period. Each group will eat for 22 minutes and then spend the remaining time in study-lunch classrooms, under supervision. When weather permits, students go outside for recess, instead of study-lunch.

Supplies/Summer Reading

- Supply lists and summer reading lists for each grade are available on the Middle School home page. Summer reading is mandatory.
- Spiral agendas, which contain the Student Handbook, are distributed on the first day of school.
- Class supply list will be posted on the school website by early July.

Student Discipline and Detention

- Please see the Student Handbook for specifics. Find it online on the Middle School home page left-hand margin: General Info > Useful Documents > scroll down for the link to the handbook. For more information, contact [Assistant Principal Brian Pepe](#)'s office at ext. 8931.

Dress Code

- The Dress Code can be found in the Student Handbook, under Code of Conduct. All students should be dressed appropriately and respectfully.
- Find it online on the Middle School home page left-hand margin: General Info > Useful Documents > scroll down for the link to the handbook.

Pick Up and Drop-Off

- During arrival and dismissal times, there is NO PUBLIC ACCESS to the employee parking lot on Harristown Road or the employee lot at Hamilton Circle.
- Certain local streets are used regularly as legal school drop-off points. These include Kirkwood Place and Belmont Avenue.
 - There is a “No Left Turn” ordinance onto Kirkwood Place from Radburn Road.
 - The student drop-off/pick-up area is along the south side of Kirkwood Place, near the tennis courts and across from the entrance to the high school.
 - Students should be dropped off along the right curb of Kirkwood Place ONLY.
 - The center lane will remain open for through traffic and to allow staff members to enter and exit the Hamilton Circle parking lot.
 - Once a student has been safely discharged, vehicles are asked to pull away from the curb into the "Through Traffic" lane and proceed with caution to exit at Harristown Road.
 - A crossing guard is stationed at the intersections of Harristown Road and Belmont Avenue.

What if my child forgets.....?

- If you need to drop off a book, lunch, lunch money or a message, please bring it to the security desk at the High School entrance, located on Hamilton Avenue.
- There is a table set up next to the security desk for bagged lunch drop-off. Students will not be paged, so please make sure your child knows to go to the table by the security desk or to the Middle School office, in case they forget something at home.
- In the event of a family/personal emergency, please call the Middle School office.

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THE TYPICAL DAY

Block Scheduling

- "Block" is a term that signifies students are with a teacher for two or more consecutive periods. This eases the transition from elementary school to middle school and happens only in 6th grade, where students are with the same teacher for Social Studies, Language Arts and Writer's Workshop.
- Students have Social Studies and Language Arts for a full year. Writer's Workshop and Home Economics rotate every other day.

Exploratory Arts

- All 6th grade students take art, drama, dance and music during the school year. The students attend a different Exploratory Arts class each marking period.

Physical Education, Health, Home Economics and Computer

- Students should be prepared for gym class with shorts, t-shirt, and sneakers. These can be left in their regular locker or taken home and brought back each day they have gym. Students are not given gym lockers for overnight storage.
- Gym is for a full year.
- Health class is for half the year. Computers class is for the other half of the year.

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SPORTS & CO-CURRICULAR ACTIVITIES

Co-Curricular Activities

- A variety of clubs are offered after school. A list of current clubs is available on the Middle School website through the Clubs & Organizations tab. Information will be made available through the daily announcements, also available on the homepage.

Sports

Any student interested in trying out for sports must turn in completed sports forms and the athletic packet by the posted deadline. These forms are due well in advance of tryouts, and cannot be mailed. A student must be cleared by the trainer to try out for a school team. All the information you need – including submission deadlines – is on the [Middle School Athletics home page](#), the link is located in the left-hand margin of the Middle School home page. If you have other questions, contact Jan Paul in the [Athletic Office](#) at ext. 8963.

Student Activity Fees

- A Middle School student activity fee of \$75 is assessed for all sports. The student activity fee is paid once per year and covers all sports teams. Athletic fees will be collected through the online athletic packet using a credit card or a PayPal account. The athletic department will no longer be accepting checks for the athletic fee. The application process for fall sports begins in June. More information regarding electronic collection of non-athletic co-curricular activity fees will be announced and updated by the school district, as needed.

Additional Activities

- Flings are held twice a year, typically on a Friday night. Flings provide Glen Rock Middle School students across grade levels an opportunity to socialize.
- A 6th grade dance will be held during the school year. Date to be announced.
- A field trip to Philadelphia will take place in May for all 6th grade students.

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