

Dear Parents and Students:

We welcome you to a new school year at Bais Rebbe Junior High.

To ensure a smooth and successful school year, please read this handbook with your daughter(s) and explain all the rules and requirements to them. Please note the changes made this year.

The goal of Bais Rebbe is to combine academic excellence with the warmth and vitality of Chassidus. We will IY”H take all necessary measures to maintain the integrity and standards of our school, as specified in this handbook. Please work with us by making sure your daughter comes to school on time and is well prepared, with proper uniform, books and supplies.

The weekly newsletter is an important source of information for scheduling, events and school news. Please ask your daughter for the newsletter each Friday, so that you can be informed of what is current at Bais Rebbe.

Our Student Council will IY”H be established once again. Each class will vote to elect a representative and school presidents. We plan to continue the special work of our last year’s council.

We look forward to sharing much nachas from all our children.

Mrs. D. Kreiman
Principal, Hebrew Studies

Mrs. J. Stern
Principal, General Studies

PARENT COMMUNICATION

Bais Rebbe encourages open communication with the parent body. Together we form a strong partnership in the chinuch of our children. We urge you to address any concerns with care and respect.

Questions or concerns should be brought to the attention of the school staff privately in a manner that demonstrates to our daughters the courtesy and manner we wish them to emulate. To contact your daughter's teacher(s) please call the office and leave a message for the teacher. She will get back to you as soon as possible.

Parent Teacher Conferences are scheduled twice a year as indicated in the school calendar. At other times a conference can be arranged by calling the office to request one.

DISCIPLINE

Kabolas Ol is a fundamental concept in Chassidus. Please note the following Bais Rebbe School rules:

- 1. Come to class on time.**
- 2. Come to class well prepared and ready to learn.**
- 3. Start class with clean desk –only H.W., books, pen/pencil.**
- 4. Obey all staff instructions.**
- 5. Treat all people with respect and all property with care.**

Bais Rebbe requires students who have violated any of the above rules, to sign a student contract. The contract states school requirements and the consequences that will be enforced in the event that the problem is not corrected.

Students are expected to care for their own belongings. Schoolbooks, supplies and personal items that are not stored inside cubbies or desks will be brought to the office where they may be bought back for a fee.

Electronic games, CD players, electrical appliances and cell phones may not be brought to school and will be confiscated if found. For out of town students, or in special situations, cell phones may be left with the school secretary and picked up at the end of the day.

Students who misuse or damage school property will be responsible to cover all damage expenses. In addition, misuse of school property in any manner, including writing on a board without permission, sitting on top of a desk or littering will result in the student doing clean-up duty on her own time.

CHASSIDIC GUIDELINES

Chassidus teaches the importance of a pure mind and heart. In order to protect our children from harmful and destructive influences, it is necessary to require the following guidelines:

Students of Bais Rebbe are discouraged from watching television or secular movies, using the internet unsupervised and listening to non-Jewish music. In addition, they are prohibited from bringing any materials, books or magazines that are inappropriate for a Bas Chabad to school, or discussing these topics at school. If your child has access to the internet, parental supervision is expected. Any material brought to school that is deemed inappropriate by the administration will be confiscated. Students who discuss topics that are considered inappropriate by Chassidic standards will be suspended.

It is our sincere hope that all our students will fully integrate the teachings of Chassidus in thought, speech and action and as the Rebbe expects, become a positive influence on those around us.

DRESS CODE

Our daughters' dress must reflect the aichelkeit of a Bas Chabad. Therefore, our girls are expected to dress properly even when school is not in session. **The standards of tznius as stated by the Shulchan Aruch apply at all times including Sundays and after school hours.**

Bais Rebbe Uniform dress code

Blouses: Button down blouses must have long sleeves that cover the elbows even when bent. All blouses must have collars. If the collar opening is too large, you will be asked to sew an extra button onto the blouse. Turtlenecks or tee shirts may be worn under the blouse. Blouses should be in colors that match the uniform skirt.

Skirts: The uniform skirts should be ordered from the Fraylich Uniform Company. Order forms are available through the school office. The uniform skirt length must be four inches below the knee.

Hosiery: Bais Rebbe students are required to wear tights. If your daughter comes to school in knee socks, she will not be permitted to attend class. Parents will be called to provide tights for her and she will need to come into the office daily for a uniform check.

Footwear: Shoes should completely enclose the foot. In addition they may not be overly bulky or clumsy. (no platforms, high heeled boots or open-toe shoes)

Sweatshirts: Only school sweatshirts may be worn. No other sweaters or sweatshirts are allowed.

Accessories: Nail polish, lip gloss, make-up, excessive jewelry or oversized jewelry – including long hanging earrings - may not be worn.

The uniform code will be strictly enforced. Students not in uniform will be sent to the office and parents will be called to bring the proper uniform to school. Inappropriate accessories will be confiscated. Blouses that are too tight fitting or unbuttoned will require a change to a blouse brought by the parent or issued by the school. Please plan ahead, so that your daughter does not miss important class time. Students who have prior uniform violations will be required to check in with the office each morning for the duration of the school term to ensure that they are following the school dress code.

DAILY SCHEDULE

MONDAY – THURSDAY **8:30 a.m.** - 4:15 p.m.

FRIDAY **8:30 a.m.** – 1:45 p.m.

Friday dismissal will be 1:45 p.m. all year long

ARRIVAL AND SUPERVISION

In an ongoing effort to foster responsibility, we encourage you to help teach our children this important discipline. Classes begin promptly at 8:30 each morning. Parents should arrange for their daughters to arrive at school at least five to ten minutes before classes begin. Students commuting from other areas must make an effort to arrive on time. Latecomers are not permitted to enter their davening class and lose the opportunity to participate in the davening honor roll and other important parts of the daily routine.

A staff member will be on duty to supervise the students beginning at 8:15 a.m. daily. If you bring your daughters before this time, please do not leave them unattended on school grounds. If students are dropped off later than 8:30 a.m., they must be escorted to the office.

DISMISSAL

Students will be dismissed from class at 4:15 p.m. Carpools should pick up in the basement, parking level P1. Supervision will be until 4:30 p.m. ONLY (Monday - Thursday) and until 2:00 p.m. on Friday. Parents picking up their daughters after the allowed time will be charged \$5.00 for each 15-minute period.

After 4:30 p.m. anyone picking up their daughters must enter from the main lobby and go to the 2nd floor office where the girls will be waiting.

Unless a student has a signed, dated note from her parents she must go directly home. No calls will be allowed to arrange 'after school' plans. Students who received permission to walk home will exit from the main lobby.

TRANSPORTATION - CAR POOL

The school does not provide transportation. Parents are responsible for transporting their daughters to and from school. Please adhere to the following carpool guidelines: All vehicles bringing students to and from school should park, load and unload students within the school's underground parking only and not on any adjoining streets or alley. NO STOPPING, PARKING AND NO PICKUP/DROPOFF ON WETHERLY DRIVE. Red zone is for NO parking, NO stopping or No pickup or drop off. No J walking in the middle of Crest or Wetherly Dr. This can be extremely dangerous. Use the cross walk at the corner of Pico where there is a crossing guard. No walking in the alley – vehicles only. No parking is allowed before 9:00 a.m. on Pico Blvd. Not adhering to this can, *chas v'shalom*, create a hazard for you, the speeding cars behind you and other students on the sidewalk. Go very slowly in the alley – children or pedestrians waiting on the sidewalk may be crossing the alley.

Although most parents will comply with these necessary rules, the school will enforce a disciplinary system as required by the city to deter any individuals who will not follow the guidelines and directions by the monitors. Monitors will report any violations to the school administration, including any off-campus drop offs and pick ups which are observed, and applicable license plate numbers. Furthermore, every year the city will review our conformance to the above rules and will decide if we can keep enrollment at the same numbers for the new school year.

EXCUSED ABSENCE AND EARLY PICK-UP

Our school policy discourages parents from taking students out of school unnecessarily. Please notify the school in advance, if you are planning to take your daughter out of school. It is the student's responsibility to arrange for make-up assignments and tests with teachers. When picking up students during school hours, parents **must go to the Bais Rebbe office** and sign the students out. Please do not disturb your daughter's classroom. Your daughter will meet you in the school office.

PUNCTUALITY WITHIN SCHOOL

All students are expected to be on time and have their materials with them for all classes. Students who are not at their places with their books ready will receive an in-school tardy note. After two in school tardy notes to the student, a notice will be mailed home informing the parents of the situation and requesting that an effort be made to reinforce promptness and responsibility. Three in-school tardy notes will result in an after-school detention until 5:30 p.m. The student will be given an assignment to reinforce organizational skills

TELEPHONE CALLS/MESSAGES

Students may not receive personal calls or make calls from the office phones. Students will not be allowed to call parents to bring homework assignments or supplies. Telephone messages will not be accepted except in cases of extreme emergency.

BOOKS AND SUPPLIES

HEBREW BOOKS – Chabad/Atara’s, located at 450 N. Fairfax Ave. will carry the books required on the book list. Please call Rabbi Yosef Mishulovin for ordering and purchasing at (323) 655-9282. Some Hebrew books and supplies will have to be purchased through the school.

ENGLISH BOOKS - Textbooks and workbooks will be provided for the students. All books are to be neatly covered and kept in good condition. No writing is allowed in the books. Books that are lost or damaged must be paid for or replaced.

A list of school supplies is enclosed in the parent packet. Please make sure your daughter has all those supplies with her in school every day.

GRADE PROMOTION REQUIREMENTS

Bais Rebbe has set certain requirements that all students must meet in order to be promoted to the next grade at the end of each school year and in order to receive a diploma at graduation. These include passing yedios klolios – general knowledge exams, and passing all subjects. Students who have incomplete or failing grades on their report card are required to make up the work before entering the next grade level.

LUNCHES AND SNACKS

Please provide your daughter with snacks, lunches and drinks. For Kashrus purposes, all lunches and snacks are to be dairy or pareve. Please make sure that all dairy products are Chalav Yisroel.

All students must bring some form of bread or matzo (not Mezonos) for lunch. Even if the lunch does not consist of a sandwich, some bread should always be included so that the students wash and bentch with the rest of the class. Please refrain from sending soda, candies and other heavily sugared foods for snacks. All drinks should be in plastic containers.

Instant soups should not be sent to school as there is no student access to hot water.

No food is to be shared among classmates.

Food brought to school for parties or projects must be cleared through our office. There is a list of bakeries that are acceptable available at the school office.

HOMework

Homework is an integral part of education. It addresses a child’s sense of responsibility and reinforces learning. Each student is required to purchase the school assignment book. Students who fail to complete their homework assignments or to make up missed work due to absences, will receive a homework letter in addition to an assignment. The signed letter is required for re-admittance into class and will be filed in the student’s record.

Please support the learning process by ensuring that your daughter has a suitable work area and a scheduled time to do homework.

TZEDDAKA AND DAVENING

As a proper preparation to davening, please make sure to send tzeddaka with your daughter every day. The girls will daven mincha each afternoon at school. Please remind your daughter to daven properly and say Chitas on days when school is not in session.

ILLNESS AND ABSENCE

Please keep your daughter home if she shows any sign of illness. Contagious or communicable illness must be reported to the school secretary. If your daughter is returning to school after a communicable illness, a release from her physician is required before she can be re-admitted back to school. A student returning to school following a serious or prolonged illness, injury, surgery or other hospitalization must have written permission by the health care provider to attend school, including any recommendations regarding physical activity.

If your daughter becomes ill during the school day, you will be notified so that you can make proper arrangements for her to be picked up. Please notify the school office at once if any of the emergency phone numbers change.

IMMUNIZATION

In keeping with the state of California's immunization requirements, new students will not be admitted to school unless a written immunization record provided by a physician or the health department is presented at the time of enrollment and immunizations are up to date.

All students new to Bais Rebbe must show that they have received all currently due required immunizations in order to be enrolled.

The immunization status of all students will be reviewed periodically. Those students who do not meet the state guidelines must be excluded from school until the requirements are met.

MEDICATION AND MEDICAL APPOINTMENTS

The parents/guardians of a student taking prescribed medication on a regular basis at home or at school must inform the school in writing of the medication being taken, the current dosage, and the name of the supervising physician. A student who needs to take medication during school hours must have a statement to this effect on file at the school.

If medication is required during school hours, it must be dispensed from the office. It should be clearly marked with the student's name, time and amount of dosage. This information must be filled out, signed and sent to the office on the first day that the medication is to be administered. No student, regardless of age, will be permitted to carry medication while at school – for the safety and protection of all students.

FIRST AID

Students requiring first aid will be referred to the school office. First aid is limited to cleaning and bandaging wounds. **NO** pain medication will be given to any student unless the office has permission from a parent. If you permit your daughter to receive Tylenol from the office without calling you beforehand, please sign the Tylenol permission slip included in the parent packet. If there is need for more expert care, the parents or the contacts on the emergency cards will be contacted at once.

FINANCIAL RESPONSIBILITY

All financial obligations must be set up before school begins in order for your daughter to be able to attend school. These arrangements are to be made with the administrative office.

EXPECTED SCHOOLWIDE LEARNING RESULTS

(ESLRs)

Bais Rebbe students will be:

1. **Proud Chassidic Jewish Women** who:
 - a) Have a clear sense of Jewish identity
 - b) Can fuse their Chabad heritage and identity with a modern world
 - c) Are devoted to the Rebbe's mission of outreach to the world at large
2. **Effective Communicators** who:
 - a) Demonstrate logical, articulate speaking ability
 - b) Have mastered a wide vocabulary
 - c) Use grammar correctly
 - d) Express their thoughts clearly in writing
 - e) Demonstrate technological skills
 - f) Can interact with people of all ages
3. **Complex Thinkers** who:
 - a) Comprehend a wide range of written material
 - b) Can analyze issues from a variety of perspectives
 - c) Can find personal relevance with a positive, proactive message in all aspects of their lives
4. **Self-confident individuals** who:
 - a) Demonstrate high self-confidence through participation in curricular and extracurricular activities
 - b) Strive for challenging goals
 - c) Are well-grounded in their principles
 - d) Raise the self-confidence of their peers
5. **Community Contributors** who:
 - a) Possess age-appropriate social skills
 - b) Feel responsible for those less fortunate than themselves
 - c) Have respect for all around them
6. **Productive Students** who:
 - a) Take concise and helpful class notes
 - b) Manage their time effectively
 - c) Maintain good study skills and habits
 - d) Possess listening skills

We look forward to a productive new year. May we be zoche to teach our children in a manner that will allow us all to walk with pride to greet Moshiach NOW!

BAIS REBBE SCHOOL CALENDAR 2006-07

AUGUST

MON. & TUES.	28&29	TEACHER'S ORIENTATION
WED.	30	STUDENT ORIENTATION
THURS.	31	FIRST DAY OF SCHOOL

SEPTEMBER

WED.	13	BACK TO SCHOOL NIGHT
FRI.	22	EREV ROSH HASHANA –NO SCHOOL
MON.	25	SCHOOL RESUMES AT 9:15

OCTOBER

MON.	2	YOM KIPPUR– NO SCHOOL
TUES.	3	SCHOOL RESUMES AT 9:15
FRI.	6 - 16	SUCCOS VACATION
TUES.	17	SCHOOL RESUMES AT 8:30

NOVEMBER

THURS.	23	NO GENERAL STUDIES- 12:00 DISMISSAL
STAFF DEVELOPMENT/PUPIL FREE DAY – DATE TO BE ANNOUNCED		

DECEMBER

TUES.	5	REPORT CARDS
MON.	11	YOM IYUN – NO SCHOOL
WED.	13	PARENT/TEACHER CONFERENCES
WED., THURS., FRI.	20, 21, 22	CHANUKAH VACATION

JANUARY

STAFF DEVELOPMENT/PUPIL FREE DAY – DATE TO BE ANNOUNCED

FEBRUARY

THURS. – TUES.	8 - 13	MID-WINTER VACATION
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MARCH

THURS.	1	TAANIS ESTHER – FAST DAY EARLY DISMISSAL AT 1:45
MON.	5	SHUSHAN PURIM – NO SCHOOL
TUES.	20	REPORT CARD
TUES.	27 – APRIL 11	PESACH VACATION

APRIL

THURS.	12	SCHOOL RESUMES AT 8:30
WED.	25	PARENT/TEACHER CONFERENCES

MAY

TUES.	22	EREV SHAVUOS – EARLY DISMISSAL AT 1:45
WED., THURS., FRI.	23, 24, 25	SHAVUOS – NO SCHOOL

JUNE

TUES.	12	8 TH GRADE GRADUATION
WED.	20	LAST DAY OF SCHOOL
THURS.	21	TEACHER'S LAST DAY

FRIDAY DISMISSAL WILL BE 1:45 P.M. ALL YEAR LONG!

BAIS REBBE SCHOOL SONG

Lyrics by D. Kreiman

Standing at attention, the buttons have been shined
And all the world is standing by to see
We, girls of Bais Rebbe, must ask ourselves each day
What is it the Rebbe asks of me?

Chorus:

For soon, very soon, a new dawn will appear
Soon within Bais Rebbe, footsteps we will hear
Telling us all that we had to do is done
Telling us that now Moshiach's come

With chayus in our learning and lessons that will last
Each of us can clearly understand
The roots from which we've grown, all the greatness
of our past
And now we hold the future in our hands

SWWC

Bais Rebbe Junior High
Parent Handbook



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