

Family-Student Handbook Changes for 2021-22

- **Change: School Hours** (p.10)
 - Dismissal times are as follows: at 2:20 for PS3 –PS4
at 2:30 for TK-K
at 2:40 for 1st –2nd grade
at 2:50 for 3rd-4th grade
- **Addition: Late-Arriving Students** (p. 10)
 - If a Lower or Middle School student arrives after the instructional day has begun, parents are required to escort their student to the main Lower School entrance to sign them in for the day.
- **Change: Dismissal** (p. 13)
 - Please do not get in line for your scheduled dismissal time more than five minutes early.
- **Change: Afternoon Pick-up** (p. 13)
 - Drivers are asked to remain in their car and pull all the way along the sidewalk (to its end) so that we can efficiently load as many cars at one time as possible.
- **Addition: Visitor Policy** (p. 14)
 - *For the first trimester of the 2021-2022, no visitors will be allowed in the building. This is subject to change.
- **Change: TBS Publications** (p. 16)
 - Each Sunday, you will receive *The Oracle* via email.
- **Addition: TBS Publications** (p. 16-17)
 - An archive of *The Oracle* is kept at the front desk and is available on our website for your convenience. A push notification will also be sent via the TBS mobile app when *The Oracle* is available.
- **Addition: TBS Publications** (p. 17)
 - *Bridges* is a video series dedicated to spanning all academic divisions at TBS. The goal of *Bridges* is to give parents a closer look at what sets TBS apart. We emphasize strong foundations across core subject areas, character education and community service. Extracurricular activities range from competitive athletics to fine arts, as well as a variety of interest-based clubs. TBS is a place where students are encouraged to try new things, discover their passions and set goals for the future. When they leave our campus, they have a genuine love for learning and a desire to make the world a better place.
- **Addition: Various Communication Avenues** (p. 17)
 - *TBS Mobile App*: used for sending out important notifications (including school closings and delays). The app has links directly to the school calendar, My Hot Lunchbox, the staff directory and more. You can download the app for free by searching for The Burlington School through your device's app store.
- **Change: Caring For Our School Campaign** (p. 19-20)
 - The Caring For Our School Campaign helps bridge the gap between tuition and actual education costs. This campaign is not an emergency fund nor is it for bricks and mortar. Gifts to the campaign support important aspects of the School's mission – accessibility and professional development. Parents, grandparents, trustees, faculty, staff and friends of The Burlington School are asked to participate in the Caring For Our School Campaign each year. Participation is a chief goal, so while we hope you will be generous in your giving, we hope to count you among those who give every year. 100% of faculty and staff and trustees support this campaign each year, and we continue to aim for 100% from our current families.
 - TBS' Caring For Our School Campaign kicks off immediately after Labor Day. Our goal is to secure pledges by December 31, so that we can spend as much time thanking our donors as we do asking them to give. Campaign dollars are used for current school year expenses, we ask that all pledges be paid in full by June 1. Donation forms can be obtained online under "Support TBS" from the Advancement Office and the front desk. Gifts may also be made online at <https://theburlingtonschool.networkforgood.com/projects/133274-caring-for-our-school-campaign>.

- Many corporate matching gift programs will match your contributions to the campaign, so please check with your employer's Human Resource office for more details.
- **Addition: Course Load requirements** (p. 25)
 - Seniors taking Elon University courses must commit to taking classes both semesters at the university.
- **Addition: Reclassing Procedures** (p. 25)
 - Students who are new to TBS may reclass if the Academic and Admissions teams approve. Current TBS students may not reclass unless the Academic and Admissions teams feel there are extenuating circumstances and academic or socio/emotional benefits for the student. Every reclass request will be reviewed by the committees on an individual basis.
 - Students who reclass will take TBS courses for the grade they are entering. In other words, a student who is reclassing to the 9th grade will take 9th grade courses. For courses that are not grade-specific, they will level up to the next logical course in the sequence. Students who reclass will participate in all activities for the grade they are entering, including class trips.
 - Students who have met TBS graduation requirements may graduate at the end of their junior year; however, they will not be considered a member of the senior class at any point and will not be allowed to participate in senior class activities -- including graduation.
- **Change: Technology Check-out Form** (p. 28)
 - Middle and Upper School students may opt to check out a loaner upon completion of a **TBS Technology Checkout Form** (Appendix). This loaner agreement must be turned in prior to check out.
 - TBS Technology Checkout Form located on page 56 of the handbook
- **Renewed Focus: Behavior Guidelines/Consequences** (p. 33-34)
 - The School will exercise its obligation to require the withdrawal of a student any time it becomes evident that the school program is clearly unsuited to her/his needs, that progress is unsatisfactory, that the student's influence does not serve the best interests of the School or that the attitude of the student or of his/her parents is uncooperative and contrary to the values inherent in the goals and program of The Burlington School. The School believes that a positive and constructive working relationship between the School and student's parent(s) or guardian(s) is essential to the fulfillment of the School's mission. Therefore, the School reserves the right not to continue enrollment or not to re-enroll the student if the School concludes that the actions of a parent(or guardian) make such a positive and constructive relationship impossible or seriously interfere with the School's accomplishment of its educational purposes. The decision of The Burlington School in these regards shall be final. The Administration may inform the TBS community when a student leaves the School and his/her reasons for leaving.
- **Change: TBS Dress Code** (p. 42)
- **Change: Extended Day Program** (p. 47)
 - Monthly Package
Extended Day 1 (dismissal-5:30): \$180.00, first child and \$160.00 second child (*includes Early Dismissal/Half Days and Teacher Workdays*)