



School for Classics Bell Schedule

Period	Begins	Ends
Breakfast (optional)	7:30 am	8:00 am
1	8:00	8:46
2	8:47	9:34
3	9:35	10:22
4	10:23	11:08
5	11:09	11:56
6	11:57	12:44
7	12:45	1:32
8	1:33	2:20
Clubs (W, TR, F) PM Gym (M)	2:30	5:30

Attendance-Lateness-Early Departure

Our doors open at 7:45 am. Our school entrance is at the corner of Dumont and Fountain Avenue. You must swipe your ID when you enter school in the morning. Breakfast is available in the cafeteria from until 7: 58 am. Classes begin at 8:00 am. Students who arrive to school late must receive a Late Entry pass either at the entrance door of the first floor or at the general office and hand it to the classroom teacher upon arrival. Excessive lateness will result in after school detention which is held on Tuesdays and Wednesdays.

In the case of illness, you are not permitted to leave school early unless a parent or guardian comes for you. If you are absent for any reason, please bring a note to the general office. It is also your responsibility to contact your teachers and get the work you missed.

Metrocards

Metro cards are distributed in September ONLY to qualifying students as per the MTA not the school. These should be guarded securely. In the event that you lose your metro card, inform Ms. Mitchel (general office) immediately as it may take 1 or 2 weeks to replace them.

Identification Cards

Identification cards (IDs) must be carried at all times. New students receive their identification cards, the first week of arrival. You must swipe your card every time you enter the building and every time you obtain food in the cafeteria. If you lose your identification cards, inform Mr. Jordan (principal's office) immediately. A replacement fee of \$3.00 is suggested the second time an identification card is lost.

Security

Maintaining the safety of our staff and students and the security of our building is a priority for our school. Visitors may enter the building only through the Main Entrance of the Classics/ IS 218 building located on Fountain Avenue. Visitors need pass by security in the lobby and proceed to the Main Office, Room 434, to sign in. Visitors' cooperation in following these procedures helps us to maintain a safe and secure environment for our students and staff. Entering and exiting through any other exit is a violation of our building's safety codes.

Hat and Cell Phone Policy

You are not permitted to wear hats in the school building at any time. Cell phones are not to be used in the fourth floor and must turned off when in class. Cell phones may be used during lunch period only. Failure to follow these rules could mean detentions, parent conferences, or suspensions. The school is NOT responsible for lost or stolen hats or electronic devices, including cell phones.



Dress Code

When you come to school, you should be neatly and appropriately dressed for school. No short skirts, tank tops, see-through clothing, halter tops, bare midriffs, hats, caps, bandannas, or doo-rags are to be worn in school. Pants must be worn around the waist. Since school is a place of business and learning, students are expected to dress appropriately, modestly, and in good taste. It is the obligation of all students to maintain their personal appearance in a manner that reflects well on themselves and on the school. Proper school attire should not be revealing, lewd, or so extreme as to create a disturbance to the educational environment. Students who arrive to school dressed inappropriately will have their parents/guardians contacted. Hats will be confiscated.

These guidelines are for your own personal safety as you travel to and from school.

- Shorts must reach the tips of the fingers when arms are extended and placed at your sides (no short shorts).
- No excessive cleavage visible while standing or seated (on the top or bottom).
- There should be no exposed underwear or bra straps.
- Clothing that is suggestive, lewd, or with pictures or slogans that are obscene, promote drug use or other illegal behavior, or that degrade religion or race or sexuality are banned.
- Head coverings, including bandannas are prohibited except for religious purposes.
- Any other mode of dress which is deemed offensive by school officials or which interferes with the educational process is likewise prohibited.

ZERO TOLERANCE POLICY FOR FIGHTING

Students who engage in any physical altercation will be suspended up to five days. This includes all cyber bullying through Apps such as Facebook. These behaviors are in direct violation of Chancellor's Regulations B36 "Engaging in physically aggressive behavior other than minor altercations as described under B24, which creates a substantial risk of or results in minor injury. It is also in violation of B39, "Engaging in harassing, intimidating and or bullying behavior, including using electronic communication to engage in such behavior (cyber-bullying); such behavior includes, but is not limited to: physical violence, stalking, verbal, written or physical conduct that threatens another member to do something; hazing; taunting; exclusion from peer groups designed to humiliate or isolate; using derogatory language or making derogatory jokes or name calling to humiliate or harass."

Keeping our School Clean

No matter where you are in the building, you are asked to dispose of your trash properly. Helps us maintain our school clean and neat.

Respect for All/Anti-Bullying

Behavior that makes others feel hurt, depressed, self-conscious, angry, ashamed, and embarrassed is not tolerated at our school. If you see bullying behavior or if you are being harassed and are made to feel bad about yourself, please, notify the guidance counselor, assistant principals and/or the principal immediately.

Condom Availability

We encourage students to make good choices and to abstain from sexual relations. The NYC Department of Education makes available free condoms to students who request them. Your parent or guardian may ask the school not to give you condoms. This is referred to as a parent opt-out. Parents can notify the guidance counselor if they do not wish for you to obtain condoms. Condoms are available in the guidance office, Room 424.

Working Papers

Students must have working papers prior to their employment. Working papers are available in the Main Office, Room 434.

Guidance Department and College and Career Office

The advisory programs provides a time during the school day where students meet with a staff member for an advisory class one period per week. During this time, students can develop a strong relationship with that particular teacher, who will follow and support his/her advisory students both academically and emotionally until graduation. During advisory, students engage in goal-setting, team building, community service projects, college readiness, study skills, and a variety of other activities to promote social, emotional, and academic growth.

Our school's guidance counselor, Mr. Garcia, can assist you with questions regarding your program, academic progress, and questions about graduation requirements. His office is in Room 424.

In order to prepare you for college, you will receive individualized assistance with college and career planning through our College and Career Office, in Room 324. Starting in 9th grade, you will be familiarized with the planning process for college admission. We are partnered with the organization "College Confident." You will receive instruction on all aspects of the admission process and will receive career counseling to guide you in your transition from high school to college or career. You will receive advisement on your high school program to ensure that you have the necessary requirements for college and career. In addition, you will attend college trips and fairs, and your parents can attend college workshops at our school. A major indicator of college readiness is your grades on your Regents. You need a minimum of 75 on your English Regents and an 80 on your math Regents to be considered college ready. If you have any questions, please contact the guidance department, at 718-277-1069 x4200.



Student Activities

School for Classics offers a wide variety of afterschool enrichment clubs and activities for you, including: Girls Leadership, Fitness Club Boys Basketball, Girls Basketball, Drama, Music, Volleyball, Homework Club, Culinary Club, Student Government, Step/Cheer Team, and . You can also receive tutoring in all subjects, including preparation for the SAT. Attending these activities and clubs is a great way for you to meet students and get involved!

The Coordinator of Student Activities will help you to gain access to engaging activities and school events at Classics, such as school dances, fundraising for the school, community service, trips to colleges and fairs, trips to Boston, Washington DC, the Senior Trip, prom and graduation. Ms. Tancredi's office is in room 437.

You may remain in the building at the end of the school day only if supervised by a faculty member or another adult in an approved extracurricular activity. Students staying late for an activity may not leave and re-enter the building. At the conclusion of the activity, all students must promptly leave the building.

Your teachers all follow the same grading policy. Some teachers make small adjustments, depending on the subject's specific requirements, like lab in science class.

In your junior year, you will continue your preparation for college admission by writing an application essay and taking the SAT.

Academic Dishonesty

Plagiarism, cheating, collusion, and other acts of intellectual and scholastic dishonesty are violations of both the citywide Discipline Code and school policy and will not be tolerated. Parents will be notified and academic sanctions related to the infraction will be imposed.