



Sturgis Charter Public School
An International Baccalaureate World School



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Dear Sturgis Parents,

We are so excited to welcome students to Sturgis East next Wednesday!

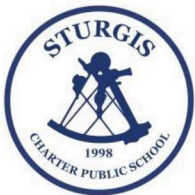
Hopefully, you have already seen our letter from earlier this month with important information on a variety of topics relevant to both Sturgis East and Sturgis West.

Today's attached letter contains information that is more specific to Sturgis East, including technology use, open campus lunch, student drop-off/pick-up, athletics, and more.

Please note, in particular, that all 9th graders will remain in the building during lunch for the first three days of school. Please ensure that your child has lunch for these first few days.

Thank you,

Patrick O'Kane
Principal



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You are encouraged to look at the information on the Incoming Student Page of the Sturgis website, where you will find details on summer reading, borrowing a Sturgis Chromebook, etc. [Incoming Student Page](#)

Note that your student can find information about summer reading books [here](#).

Building security

As part of our continuing efforts to provide the safest and secure school environment possible, we will continue with the following protocols for entrance and exit of our 427 and 441 buildings:

- All students are **required** to enter the building through our Pearl Street entrance (adjacent to our main parking lot).
 - This includes re-entry during and after our lunch period.
- Students will be allowed to exit the building from both of our parking lot doors, but will only be allowed re-entry (including after lunch) from our main building entrance.
- **No entry or exit will be allowed through our Main St. doors.** These are Emergency Exits only.
- As you drop off your child in our parking loop, **please pull forward as far as possible**—going around the entire loop—before stopping to let your child out. This will decrease the gridlock as families enter and exit our parking loop.
- Please refer to the map below as a visual aid:



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Cell Phones, Headphones, and Electronic Devices Policy

To ensure a productive educational experience, cell phones are not allowed during school hours except during lunch. Ongoing research has consistently shown that students who are on cell phones and other electronic devices in the classroom are not otherwise engaged in learning. To preserve the teaching and learning environment, improve interpersonal skills, reduce distractions, and cultivate a positive classroom culture characterized by more face-to-face interactions, Sturgis students will be expected to adhere to the following guidelines:

1. Students' cell phones will be off and put away during the hours of 8:20-11:30 and 12:30-3:10. This includes passing time. Cell phones must be put away before entering the classroom. In addition, no cell phone use is allowed when you leave during class to go to the bathroom, nurse, counseling, etc.
2. Earbuds/Headphones must also be removed and put away during these same times. These devices cannot be worn or used during class or passing time.
3. Wired headphones (either ones provided by the teacher or students' personal ones) may be used for educational purposes when appropriate during class time or study hall at the teacher's discretion. These wired headphones may not be connected to anything other than the student's computer/Chromebook.



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4. Smartwatches may be worn, but phone features (such as texting, internet viewing, and calls) must be turned off when phone use is prohibited.
 5. The following actions will result if students do not adhere to these expectations.
 - a. First Offense: The device(s) will be kept with the Assistant Principal for half a day. Students may pick up their item(s) at the start of lunch or the end of the day, depending on when it was confiscated, as appropriate.
 - b. Second Offense: The device(s) will be kept with the Assistant Principal for a full day, including lunch. Parents will be notified, and the student may retrieve their item(s) at the end of the day.
 - c. Third Offense: The device(s) will be kept with the Assistant Principal for the day. The Assistant Principal will contact the parents or guardians, and the parents or guardians will be notified that the student must turn in the device to the Assistant Principal for the duration of each school day for the remainder of that week, including lunch.
 - d. Patterns of misuse may result in a longer period phone "check-in" process with the Assistant Principal.
- If a student has lost cell phone privileges, bringing another cell phone to school will be considered insubordination as outlined in the Sturgis Student Handbook.
 - Students who refuse to hand over their cell phone or other electronic device will be subject to consequences for insubordination as outlined in the Sturgis Student Handbook and will require a parent meeting to discuss such consequences.
 - Determined on an individual basis, students with a documented disability that supports headphone accommodation in their 504 Plan or IEP may be permitted to use noise-canceling headphones and/or listen to music during specific independent work periods or assessments, as outlined in their plans.

Sturgis shall assume no responsibility for any electronic device or cell phone misplaced, lost, or stolen during school, after school, or any school-related trip or event.

Tardiness to class and from lunch

Students are expected to be seated in class at the posted start of each class. This is particularly noteworthy at the start of our 4th-period class, which is the end of lunch. Students need to be in this class, ready to learn, **by 12:30 at the latest**. If students are unable to be seated in class by 12:30, they will be assigned a Make Up Learning Time (MULT) during lunch the following day.



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Off-Campus Lunch Policy

One of the advantages of our Hyannis location is the opportunity it affords students to interact with the larger community. With parental permission, students may leave the campus at lunchtime. (Please fill out the All Student form on the portal.) Students should understand that leaving to buy lunch in a local establishment is a privilege. While out in the community, it is imperative that students are aware of their surroundings.

- On crosswalks, one must never assume that cars will stop per the signs.
- Wait for all traffic to come to a complete stop before crossing.
- It is highly recommended that students leave campus in the company of at least one other student.
- Those students who do not have a parent's permission or who lose lunch privileges will eat in supervised situations within the school buildings. Please refer to the letter sent earlier this month regarding information about ordering lunch.

****The Little Sandwich Shop****

We have an agreement with The Little Sandwich Shop to allow students to order lunch to be delivered to the school. Students must complete the lunch order form before 9:00 a.m. on the day of the order, although orders can also be placed for multiple days in advance. [The link for Lunch Orders](#) is on the right-hand side of the East and West Campus pages of our website. Please note that, in conjunction with our new cell phone policy, students can only order from their phones before 8:20. If you require financial assistance, please fill out the [Financial Assistance Form](#) on our website

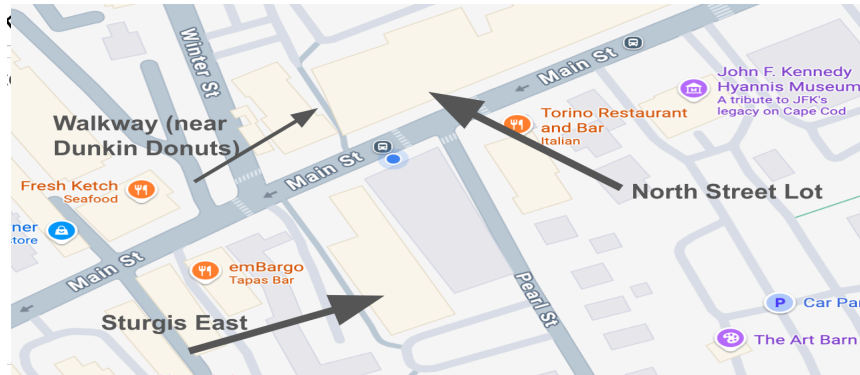
Student Pick-up/Drop-off and Dismissal Procedure Protocol

Our Pearl Street parking lot is the most popular location for AM drop-off and PM pick-up. With this popularity comes inevitable **congestion and back-ups**. To mitigate some of these issues, please consider the following:

- Please use the driveway opening closest to the building as your entrance point.
- **Pull forward as far as possible**--including wrapping around our horseshoe-shaped parking lot--before stopping your car to let your child out (thereby allowing more cars into the driveway and relieving some congestion on Pearl Street).
- ***In the afternoon, congestion on Pearl Street is significant.*** Please consider picking up your child in the large parking lot off of **North Street**. Your child would cross Main Street, access the North Street lot via the accessway next to the Air and Space Museum. [See map here](#) for additional reference.



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- If you do decide to use our Pearl Street lot for pick up, again, please **pull forward as far as possible**) when collecting your child in the afternoon.

Student Handbook

Please take some time to review our student handbook, found on the community portal. Please see the All Student Form for the link. The handbook can also be found on the footer of the [school website](#).

Attendance Reporting

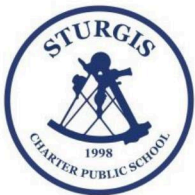
We ask that you continue to use the [Attendance Reporting Form](#) to inform the school of any absences, tardies, or dismissals. The form is located on the right hand side of the [East Campus homepage](#) of the website. This form should be completed by 9 AM on the day of the dismissal. If a need arises to dismiss after 9 AM, please call the main office to report the dismissal.

Athletic Department

Sturgis Athletics is set to kick off another exciting year of Varsity and JV sports. If you have not yet signed up for a sport, you may still participate, but must sign up immediately by going to the athletics website ([Sturgis East Athletics](#)) and clicking on the relevant tabs. Likewise, before being allowed to practice, you will need a completed sports physical, a parental permission slip, and pay the \$150 user fee.

In the fall, we offer Boys and Girls Soccer, Field Hockey, Golf, Volleyball, and Cross Country.

If you have any questions or concerns, please contact Kaleigh Dumont at (508)-778-1782 or kdumont@sturgischarterschool.org



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Convocation for New Students and Parents/Guardians

All new (ninth and tenth grade) students and parents/guardians are invited to attend Convocation at our community center at 529 Main Street in Hyannis on **Monday, August 25th from 7:00-8:00**. This event is an important evening for new students and parents, as we will be introducing the faculty and giving an orientation to the school year, including some of the new opportunities, curricula, programs, and policies. Several school leaders will also be making presentations about their areas of responsibility. Students will have their first opportunity to meet with their advisor for the year. We will also be organizing groups of parents from each town who might be interested in meeting one another and in car pools for transportation to and from school. At the end of the program, we will have some informal time in order to give students, parents, and faculty an opportunity to get acquainted or reacquainted. We encourage all new Sturgis students and their parents to attend this event.

- East Convocation: 7:00 p.m. - 8:00 p.m.

Camp Burgess

Every year, 9th graders participate in our team-building tradition at Camp Burgess in Sandwich.

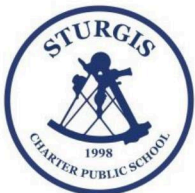
9th graders will attend Camp Burgess on **Tuesday, September 9th**. In the morning, they will participate in team-building activities, and in the afternoon, they will head to Aselton Park, Hyannis Harbor (also the site of our graduation ceremonies) to participate in our annual 'signing in' ceremony.

- Note that, 4 years from now, they will 'sign out' 4 years later during graduation....not as far off as you think!

Students need to be able to navigate uneven terrain and engage in moderate physical activity, rain or shine. If this will be a challenge for your child, please reach out to their school counselor or the nurse so that we can accommodate them.

Below is the link to the Burgess permission form. Please fill out and return with the \$25 payment to the main office. The Field Trip Form is also available to download on the Community Portal.

[9th grade permission slip](#)



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Supplies and Forms Needed

- Students will be given supply lists by their teachers during the first week of school.
- Click [here](#) for information regarding required [Graphing Calculators](#)
- Note that new students will receive their emails on the first day of school during advisory.

Health Forms for students

Please complete the form below:

- [Student Medical Form](#)
 - If this form is not automatically translated please click [this](#) link for instructions.
 - Si este formulario no se traduce automáticamente, haga clic en [este](#) enlace para obtener instrucciones.
 - Se este formulário não estiver traduzido automaticamente, clique [neste](#) link para obter instruções.

Cape Cod Transit

This year, all Cape Cod Transit buses will again be available to our students. Please be aware that there are CCRTA buses available from Bourne and Sandwich and the Sagamore Park & Ride. All fixed route buses are now free of charge. You can find further information at www.capecodrta.org.

- ***Please Note:*** *The CCRTA buses will NOT be dropping off or picking up students until after Labor Day on Tuesday, September 3rd.*

On a final note, If you require financial assistance, please fill out the [Financial Assistance Form](#) on our website.