

Student's Name: _____

Class Name: _____ Class ID: _____ Start Date: _____

SUMMER SCHOOL PROCEDURES

Eligibility: The Birmingham Summer School program is designed primarily to meet the needs of district students. When vacancies do occur, students outside the district are welcome to participate.

Plans for summer school participation should be discussed with the student's counselor, teacher or principal. The Summer School Program is not responsible for verifying with counselors whether or not a student has registered for the appropriate class.

SUMMER SCHOOL ATTENDANCE POLICY

- Students who have more than two absences will not be granted academic credit.
- At the beginning of class, if a student arrives 1-20 minutes late, the student will receive one tardy.
- After break, if a student arrives 1-5 minutes late, the student will receive one tardy.

An absence is:

- Accumulation of 3 tardies; morning or after break.
- Missing 21 minutes or more at beginning of class.
- Missing 6 minutes or more after break.

Refunds are not granted for failure to attend class.

SUMMER SCHOOL REFUND POLICY

A student who chooses to drop or transfer to another class will be charged a \$30 processing fee. No refunds or transfers will be granted after the start of the second class.

All classes are dependent upon minimum enrollment. Some classes may be cancelled due to low enrollment up to 1 week prior to the beginning of class. Most classes will fill, so register early!

SUMMER SCHOOL BEHAVIOR POLICY

Expectations:

- There will be no smoking on campus.
- Students will remain on campus during the summer program hours; students may not return to cars until the end of class time.
- Disruptive behavior, in or out of the classroom, will not be tolerated and may result in immediate removal.

Consequences:

1st Offense: The student will receive one absence and the Principal will contact the student's parent or guardian.

2nd Offense: The student will receive a second absence and risk of class failure. The Principal will contact the student's parent or guardian.

3rd Offense: Student will not be granted credit and will be removed from the semester's program.

No refunds will be granted for expulsion due to behavior.

SUMMER SCHOOL POLICIES REGARDING CURRICULUM, GRADES, AND STUDENTS WITH SPECIAL NEEDS

- The Academic Summer School adheres to the Birmingham Public School District's Curriculum.
- *Students may enroll in only one class per semester.*
- Students will be given a report card to take home on their last day of attendance.
- Unless a student submits a pass/fail or audit form by the second day of class, their grade will automatically be sent to the school listed on the registration form.
- Every effort will be made to accommodate students with special needs. However, it is ultimately the parent or guardian's responsibility to advise the faculty of such needs and to determine whether or not summer school is appropriate.

I, the parent or legal guardian of (Student Name) have read and agree to comply with the behavior, attendance, and refund policies of the BPS Academic Summer School Program. I have read and understand the summer school procedures regarding students with special needs. I have read and understand the policies and procedures regarding grades/credit. I understand that the Summer School Program is not responsible for verifying with counselors whether or not a student has registered for the appropriate class.

Parent/Guardian (Print Name)

Parent/Guardian Signature

Date