

## **All About Allen Middle School**

- The building opens at 7:17 AM for student arrival. The warning bell rings at 7:29 Students must be in their homeroom by 7:32 a.m.
- Students wishing to eat breakfast may enter the building through the cafeteria doors at 7:15 a.m. and go directly to the cafeteria.
- Student drop-off and pick-up occur in the back parking lot. Parents should enter and exit through Slate Hill Rd. on/off-ramp. Traffic moves in a counterclockwise fashion around the perimeter of the parking lot. Once the car reaches the curb, students should safely exit the car to enter the school.
- Attendance is very important; we ask that all students be present and on time. Please call your child off each day they are out of school and send in an absence note each time your child returns from an absence. You may also submit absence information in PowerSchool or by sending an email to [alabsent@wssd.k12.pa.us](mailto:alabsent@wssd.k12.pa.us).
- Students will have three minutes to transition between classes. All students will be assigned a locker. Lockers have a combination lock that should not be shared with other students. Students are also not permitted to share lockers. TO UNLOCK: Go two times around to “clear” it, then right to the 1st number, left (past the 1st) to the 2nd number, and then right to the 3rd number.
- Students are permitted to bring backpacks to school. Backpacks will not be permitted at lunch and must be stored in their locker. Many teachers will require backpacks to be stored in lockers during their class. We discourage students from bringing expensive items to school (such as technology, expensive jewelry, and large amounts of cash). If it is expensive to replace, please leave it at home, as the school is not responsible for lost or stolen items.
- Cell phone use is not permitted during the school day. Cell phones must be turned **off** and put in the **students bag or locker** for safekeeping. Students are not permitted to use their cell phone for any reason during the school day. This includes calling home. Students are permitted to use the office phone to call home.
- Phys Ed uniforms are not required this school year. Students are responsible for appropriate footwear when they have PE.
- For the 2024-25 school year, ALL West Shore School District schools qualify to serve one free breakfast and one free lunch to every student, regardless of their family's economic status. This means EVERY student in the West Shore School District will receive free meals! Any additional servings beyond one free breakfast and one free lunch per day will require payment.
- Bullying or harassment is not accepted or tolerated at Allen. Students are encouraged to report suspected bullying immediately to an adult at school.
- Dress Code: Clothing that disrupts the educational environment or learning process will not be permitted.
- Bus riding is a privilege, and students must maintain orderly and safe behavior on the bus. Students must ride their assigned bus to school and home each day. Students are not permitted to ride a different bus (for example, to go to a friend’s house). Bus passes are assigned for emergency supervision situations only.

- Parents are encouraged to sign-up for PowerSchool and Schoology. With PowerSchool, parents can view current grade and attendance information. With Schoology, parents can see information on the academics and classwork for their students. Please access the [Technology Department on the WSSD Website](#) for helpful information about Schoology and Powerschool.

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