



ARRIVAL, CHECK-IN & CHECK-OUT Procedures



THE SAFETY OF OUR STUDENTS IS OUR PRIORITY.

Please follow the procedures below to help us maintain a safe and efficient school environment.

ARRIVAL TO CAMPUS



Students may begin arriving to campus at **7:15 A.M.** using the Tiger Trail entrance.

Instructional day begins at

7:40 A.M.

All students should be in their class at this time.

Students are not permitted to hang out in their vehicle. Once they are on campus, they need to report directly to their designated area.

CHECKING IN TO SCHOOL



If a student arrives late (after 7:45 A.M.), a parent/guardian must sign the student in at the:

- Front MAIN office for ALL grade students
- High school office will only be available for registered BCS High School Drivers



Students will receive a tardy pass to class.



Excessive tardies may impact attendance records and school privileges.

CHECKING OUT OF SCHOOL



Early check-out ends at **2:15 P.M.**



A parent/guardian must come to the:

- Front MAIN office for ALL grade students
- High school office will only be available for registered BCS High School Drivers

See "IMPORTANT REMINDERS" below regarding Check outs.



The student will be called to the office for dismissal.

IMPORTANT REMINDERS

Students may not leave campus during the school day unless checked out by a parent/guardian in the front office. The parking lot and all school grounds are considered part of campus.

A student may be checked out by another person designated by the student's legal parent or guardian, or the student may check themselves out, ONLY if the legal parent or guardian has COMPLETED the required authorization form IN PERSON at the BCS Main Office or High School Office. Authorization cannot be given or completed over the phone.

Thank you

for helping us keep BCS a safe place to learn and grow!



DISMISSAL TIME

3:05 p.m.



CAR RIDER DROP OFF & DISMISSAL REMINDERS

- ✓ Please pull all the way forward in the car rider drop off/pick up line.
- ✓ Enter using Tiger Trail and Exit using A. M. Baker Road.
- ✓ Stay in your vehicle during dismissal.
- ✓ Follow directions from staff for a smooth and safe dismissal.

WE ARE
The Charter



BE SAFE.



BE RESPECTFUL.



BE RESPONSIBLE.

GEAUX TIGERS!