



May, 2017

Dear METCO Parent/ Guardian,

We are delighted that your child will be attending the 2017 **METCO Summer School, located at Boston College High School, 150 Morrissey Blvd, Boston, MA. The Program begins on Monday, July 10, 2017 – Friday, August 11, 2017.**

All classes will run Monday through Friday, 8:00 AM – 2:00 PM. **Pick up time is promptly at 2:00 PM.** The Extended Day Program will run Monday –Friday, 2:00 PM -5:00 PM. **Pick up time is promptly between 4:45PM and 5:00 PM.** All students must be picked up by an authorized parent/guardian and signed out by a Summer School staff member.

All students must be dropped off in the designated area. Please be courteous. Staff will greet the students and provide room assignments and schedules. Please plan to arrive on time.

NOTE: there is no supervision for early drop-off

Our staff is looking forward to five weeks of learning, exploration, reflection, discovery, meeting new friends and fun! Our goal is to engage and challenge students in their learning and growth as preparation for the upcoming school year. This will be accomplished by building a supportive learning and teaching community.

In an effort to maximize instructional time and provide a classroom conducive to learning, we maintain very high expectations for each student. All students are expected to display appropriate behavior and follow classroom procedures.

SAVE THE DATE: A required Parent Orientation is planned for Friday, June 30th at 6:00 PM.

IMPORTANT INFORMATION

MEDICAL FORM

Please complete all forms and return ASAP. Please let us know if your child has an inhaler, Epi-pen or specific medical needs. We do have a nurse on call.

INDIVIDUALIZED EDUCATION PLAN (IEP)

If your child has an IEP, please make sure that we have a copy of the most recent plan.

BREAKFAST & LUNCH

All students will receive a breakfast and a lunch provided everyday through the BPS Food Services Department. If your child has specific food allergies, please plan to send him or her with a lunch and snacks.

SNACKS

WE DO NOT PROVIDE SNACKS. Parents are responsible for packing healthy snacks (fruits, crackers, cheese, yogurt, etc.), a water bottle and other items you deem necessary, especially if your child is staying for the extended day program.

WATER BOTTLE

Please send your child with a water bottle that stays at school and is clearly labeled with their name.

BACKPACK

Every student should have a backpack for supplies, homework, notices, snack, etc. Field trips are scheduled for every Friday. Each student should have a sweater or jacket in their backpack as we are away from the building for most of the day.

Any questions regarding payments for the program should be directed immediately to Ms. Hycie McLaren at METCO, Inc. She can be reached at 617-427-1545, X12.

PLEASE BE SURE TO READ ALL DOCUMENTS CAREFULLY
ALL DOCUMENTS SHOULD BE SUBMITTED TO MS. WARD BEFORE THE
END OF THE DAY, FRIDAY, JUNE 16TH

Thank you for choosing the METCO Summer School for your child's learning experience. You may contact the METCO Summer School with further questions.

With best regards for a fantastic summer,

Ms. Deborah Ward
Student Services Manager

Ms. Brenda Coaston-Lewis
Summer School Principal