

September 4, 2013

Dear Atlantic Parents/Guardians:

We hope you have all had a restful, relaxing and enjoyable summer. As we commence the new school year, we wish to share some important information to help make this school year easier.

We have an outstanding and dedicated staff who always display professionalism, empathy and commitment. Not only do they know and care about our students, they also teach responsibility by being responsible. They never forget that each individual child is unique as they stress the high standards of learning, MCAS preparation, and more importantly, teach them to become self-fulfilling individuals.

As we enter the 2013-2014 school year, we will continue to maintain our secure and safe environment. Our doors are locked at all times and are checked throughout the day on a regular basis. An automatic video system monitors everyone entering or leaving the building. Staff also continually monitor classrooms, bathrooms, hallways and grounds.

Communication between home and school will assist us in maintaining appropriate guidelines for what our youngsters need today. We welcome your help in working together as a team. We want to reiterate our commitment to ensuring the safety, security and educational success of our children as this exciting year unfolds.

We have several reminders and informational items:

1. This week we will send home free/reduced lunch forms, insurance forms and other important pieces of information. Please return all items as soon as possible.
2. Please have your child cover **all of his/her books by next Wednesday, September 11, 2013.**
3. Our bookstore will sell pens, pencils, notebooks, book covers, locks, etc., and will be open daily.
4. Please notify us of any **change of address or telephone number as soon as possible.**
5. An initial contact card has been given to your child. Please make sure it is filled out **completely** and returned to school as soon as possible.
6. Agenda books have been given to all students free of charge
7. The Atlantic Middle School Student Handbook is on line at www.quincypublischools.com Link to Schools, Middle Schools, Atlantic Middle School, Student Handbook. Please review this with your child very carefully and sign the Handbook/Agenda Book Form. Please have your child return this form to his/her homeroom teacher. A paper copy of the Student Handbook can be provided upon request.
8. A copy of the school year calendar has been given to your child. Please save it to refer to important dates such as vacations and other school events.

If your child is going to be absent or tardy, PLEASE call our office between 7:45 A.M. and 8:30 A.M. (This is very important for your child's safety and would help prevent us from having to call you at home or your place of work.) If you wish to call earlier, we do have voice mail. Leave your child's name, grade, division and your name.

Tuesday September 10, 2013 is our first early release day-dismissal is at 12:15 p.m.

We invite you and your child to Back to School Night Open House from 5-7 p.m. on the evening of Tuesday September 10, 2013. You will have the opportunity to meet the staff and teachers who will be working with your child during the school year.

Sincerely,

Maureen MacNeil
Principal

Dr. Adam J. Wolf
Assistant Principal