

# Ocean Bay Middle School Quick Reference Guide

Marcus Timmons, Principal

School begins promptly at 8:20 am and dismissal is at 3:30 pm. Cafeteria doors are unlocked at 7:35 am. Supervision is not available before 7:35 and students should not be at school before that time unless working with a teacher.

## Attendance

Your child is tardy if they arrive after 8:20 am. The adult bringing the student must walk into school and sign the student in.

- 1<sup>st</sup> Tardy = Warning & Parent Contact
- 2<sup>nd</sup> Tardy = Warning & Parent Contact
- 3<sup>rd</sup> Tardy = Lunch Detention & Parent Contact
- 4<sup>th</sup> Tardy = Lunch Detention & Parent Contact
- 5<sup>th</sup> Tardy = Referral to Administration

## Absences

Attendance is taken each day for each period.

Upon three consecutive or five total unlawful absences, the Data Quality Clerk, Kim Grice, will immediately attempt to establish contact with the parent to arrange a conference. During this conference, Mrs. Grice will develop a written plan (AIP) with the parent to ensure that the parent, the child, and the school have an understanding regarding the future attendance of the student. If after such a conference is held, the child is unlawfully absent again, he/she will be immediately referred to the District's Attendance Coordinator. The Attendance Coordinator may refer the student to Family Court for a motion for court-ordered attendance.

Parent notes are NOT accepted as an excused absence, although we do ask that you send a note, email, or call if your student is going to be absent. Excused absences are: bereavement, medical, principal approved (with prior arrangements made with the school principal), a school field trip/school activity, or legal. Proper documentation must be turned in to the attendance clerk when the child returns to school. All medical notes will be verified. Any questions concerning attendance may be directed to Kim Grice at 903-8422 or email Kim at [kgrice@horrycountyschools.net](mailto:kgrice@horrycountyschools.net)

## Homework

If your child is absent and you need to request homework, please login into Powerschool and email your child's teachers. Please allow 24 hours before picking up the assignments at the front desk.

## Early Dismissal

**If your child needs to be picked up early, a note must be brought to the front office first thing in the morning by the child.** In the note, please include the child's name, grade, name of person picking up the student and dismissal time. The child will be given a pass to leave the classroom at the appointed time. This **MUST** be done so that we do not put telephone calls through to the classroom and cause unnecessary disruptions during instructional time.

## Deliveries

We do not allow deliveries of flowers, balloons, or the like. No outside food is allowed to be dropped off.

## Buses

All bus routes and times can be found at [www.horrycountyschools.net](http://www.horrycountyschools.net). To find a route click the BUS icon in the middle of the home page. Please inform your child of their bus route and bus number prior to arriving on the first day of school. All students need to ride their assigned bus.

## Car Riders

Car riders are to be dropped off in front of the cafeteria doors in the morning. Doors open at 7:35 am. Supervision is NOT available before 7:35. Car riders will exit the building from the cafeteria doors at 3:30 pm and should be picked up under the awning only. All car riders **must be picked up by 4 pm.**

## Transportation Changes

It is important to relay to your child their method of transportation BEFORE they arrive at school. If a change does occur after school day begins the message will be given to an administrator to be delivered to your child. Delivery of a message for changes in transportation for a student that occur after 2:30 pm cannot be guaranteed to be delivered.

## Medication

Per Horry County School District Policy, students may not carry any medications, prescription or over the counter, with them at school. Possession of medication will be handled as a discipline issue. Any medications that need to be taken during the school day must be brought

in by a Parent or Guardian in the original packaging, and the appropriate form must be filled out. Applications are needed, per child, per medication. Epi-pens, inhalers and insulin may be carried with the student only if the self-administration packet is filled out by the parent, physician and student. The nurse may be reached at her direct line 903-8433.

### **Contact Information**

Please provide the front office with any changes in address, phone numbers, email addresses or pick up contacts. Changes of address must be made in writing and be dropped off with proof of residency.

### **Social Media**

OBMS is on Facebook. Find us at Ocean Bay Middle. Our page is updated regularly with news and events related to OBMS & HCS. Here is the link to our [OBM Google site](#) or you can scan the QR code below.



### **School Website**

[https://www.horrycountyschools.net/Ocean\\_Bay\\_Middle\\_School](https://www.horrycountyschools.net/Ocean_Bay_Middle_School)

### **PowerSchool Parent Portal**

We encourage all Parents and Guardians to actively access [Powerschool](#) to check grades, assignments, attendance and email teachers. If you already use PowerSchool your current username and password will still be valid. New Parents to Horry County Schools may contact the school to set-up an account.

### **Volunteers**

You MUST be approved by HCS to volunteer in any Horry County School. Please go to the [Horry County Schools](#) website and click on the Families Tab to access the application. Allow 1-2 weeks for the application to be approved.

### **Breakfast & Lunch**

Breakfast is \$1.10 for all students. Lunch is \$2.80 for middle school students. Please go to the [Horry County Schools Nutrition Services](#) for more information.

**OBMS DOES NOT ALLOW FAST FOOD DROP OFFS.**

### **Cell Phones**

Personal Electronic devices, to include but not limited to cell phones and smart watches are NOT to be used during the school day. Cell Phones are to be **turned off** during school hours. If this policy is not adhered to, the device will be taken by school officials and parents will be required to pick up the device.

### **Payments, Fees, & Fines**

HCS uses My Payments Plus for all fees and purchases to include but not limited to field trips, yearbook, PE uniforms, dance tickets, band, chorus & orchestra activities. You will be responsible for creating an account by visiting [www.MyPaymentsPlus.com](http://www.MyPaymentsPlus.com). Please contact Beth Burleson at 843-903-8431 if you have any questions.. My Payments Plus is a HCS District approved financial website.