



# Welcome to Blessed Sacrament School 2022-23

Principal	Susan Morrissey	508-668-2336, x 151	<a href="mailto:smorrissey@blessedsacrament.org">smorrissey@blessedsacrament.org</a>
Assistant Principal	Brian Cote	508-668-2336, x152	<a href="mailto:bcote@blessedsacrament.org">bcote@blessedsacrament.org</a>
Office Manager	Christine Mitchell	508-668-2336, x 150	<a href="mailto:office@blessedsacrament.org">office@blessedsacrament.org</a>
School Nurse	Dawn Fitzgerald	508-668-8175 x 154	<a href="mailto:nurse@blessedsacrament.org">nurse@blessedsacrament.org</a>
Bookkeeper	Barbaramary Horgan	508-668-2336, x 153	<a href="mailto:bookkeeper@blessedsacrament.org">bookkeeper@blessedsacrament.org</a>
Food Services	Chef Daniella Petrillo	508-668-2336, x 156	<a href="mailto:cafe@blessedsacrament.org">cafe@blessedsacrament.org</a>
BSS School Board	The purpose of the School Board is to aid in the development and definition of policies that govern the operation of the school and to promote implementation of these policies.		<a href="mailto:schoolboard@blessedsacrament.org">schoolboard@blessedsacrament.org</a>
BSS Parent Teacher Organization (PTO)	The BSS PTO serves the BSS students and community using members' time, talents and resources for the betterment of the school.		<a href="mailto:bsspto@blessedsacrament.org">bsspto@blessedsacrament.org</a>

Teachers' and other staff members' contact information can be found on the BSS Website as well as through the FACTS Family Portal.

## Communication

<b>School website</b>	school.blessedsacrament.org	The school's website is used as a resource for policies and procedures, the current school calendar, club and activity information, academic information, and much more.
<b>Family Portal</b>	Available through link on school website	This platform is used for parents to update information on your student and family, service hour reporting, and for gradebook access for grades 4-8. Family Portal will serve as the parent directory and the connection to the FACTS billing program for all families at BSS.

**Note that the main form of communication regarding school matters is via weekly newsletters from Susan Morrissey, Principal. Teachers may also use email and/or blogs for classroom communication.**

**Rules and Regulations** Consult the **2022-23 BSS Parent/Student Handbook** for details. The handbook can be found under *Important Policies and Procedures for BSS Parents* on the website.

**Arrival and Dismissal Times/ Extended Day Option\***  
***\*As of July 21, 2022 - subject to change per COVID Guidelines***

**Please consult the BSS Website- *BSS Parents- Important Policies and Procedures-Parking Expectations* for a diagram and details of parking lot regulations.**

7:45	Doors open. Students Grades 1-8 arrive through gymnasium doors and go directly to classrooms PK and Kindergarten students arrive through side door on Adrienne's Way
8:00-8:15	Preschool students may be dropped off at the PS door on Adrienne's Way during this time
8:00	Students K-8 are expected to be in the gymnasium.
8:05	Morning Assembly Begins. Morning Announcements begin
8:15	Classes begin
12:00	Dismissal for the AM session of PS and PK
2:20	PS and PK afternoon dismissal
2:25	Kindergarten Dismissal
2:30	Grades 1 - 3 Dismissal
2:35	Grades 4 - 5 Dismissal
2:40	Grades 6 - 8 Dismissal

On early release days, dismissal takes place according to the following schedule, unless otherwise specified.

- 11:45 - PS, PK and K Dismissal
- 11:50 - Grade 1-3 Dismissal
- 11:55 - Grade 4-5 Dismissal
- 12:00 - Grade 6-8 Dismissal

**Extended Day will be available in the morning from 7:00am to 8:00am and afternoon from dismissal until 5:00pm. Please contact Extended Day Director, Tracy MacLean at [tmaclean@blessedsacrament.org](mailto:tmaclean@blessedsacrament.org) for details.**

Who/When to Contact School Regarding Attendance		
	Preplanned	Unplanned
Absent & Tardy	Email <a href="mailto:office@blessedsacrament.org">office@blessedsacrament.org</a> AND email student's homeroom teacher	Email <a href="mailto:office@blessedsacrament.org">office@blessedsacrament.org</a> BEFORE 8:15am OR call 508-668-2336
Early Release	Email <a href="mailto:office@blessedsacrament.org">office@blessedsacrament.org</a> AND student's homeroom teacher by 9am. Students will be called to the office upon parent arrival at the office. PARENTS MUST SIGN OUT THEIR STUDENTS.	Call 508-668-2336 ASAP. Students will be called to the office upon parent arrival at the office. PARENTS MUST SIGN OUT THEIR STUDENTS.

<b>Service Hours</b>	Families of students in grades PK through Grade 8 are required to perform 15 hours of service to help defray tuition increases. Hours MUST BE ENTERED INTO FACTS to receive credit for hours worked. Consult the Parent/Student Handbook for details on Service Hours. Note that all volunteers must have a background (CORI) check each school year before volunteering. We encourage all volunteers to take a VIRTUS training class offered by the Archdiocese. More information is on the School's website.
<b>Uniforms</b>	BSS school uniforms are required for all students in grades PS through 8th grade for the 2021-2022 school year. Uniforms may be purchased from Donnelley's ( <a href="http://www.DonnellysClothing.com">www.DonnellysClothing.com</a> ). Land's End also sells most of the BSS uniform items, and limited items are available in the BSS Used Uniform Closet. Consult the handbook for uniform rules, and check the website for more uniform ordering details, such as school ID codes, etc.
<b>Lunches</b>	We offer hot lunch prepared on site again this year for grades K - 8. Monthly lunch menus are posted on our website.
<b>Clubs, Activities</b>	Ms. Morrissey's weekly newsletter will notify parents when club and activity registration begins. Flyers will be posted on the website. Most clubs and activities are paid via the BSS FACTS Incidental Billing System.

