

BAIS YAAKOV HIGH SCHOOL

6302 Smith Avenue
Baltimore, MD 21209

***STUDENT AND PARENT
HANDBOOK***

כמה נאים דרכיו
כמה מתוקנים מעשיו
עליו הכתוב אומר:
"ויאמר כי עבדי אתה
ישראל אשר בכ אתפאר"
(יומא פ"ו)

WELCOME TO BAIS YAAKOV HIGH SCHOOL

We hope that your attendance at Bais Yaakov will bring you a sense of pride and accomplishment. It is anticipated that as a *Bas Yisroel* you will excel in *יראת שמים*, *אהבת תורה* and *מדות טובות*. It is expected that you will grow in knowledge, skills and understanding and that you will have the opportunity to develop any special talents you may possess.

In order to benefit from your Bais Yaakov experiences, it is important that you take school studies and guidelines for school conduct seriously. This booklet presents you with an outline of expectations and rules that are most important in enabling you to achieve success, and to benefit from the many challenges and opportunities that Bais Yaakov has to offer.

I. COURTESY, POLITENESS AND DIGNITY

Courtesy, politeness and dignity in the classroom, the school hallways, the library, and at assemblies, are expected of each student at all times. A greeting, as well as a “please” and “thank you” for all, and well-modulated speech are the hallmarks of a true *Bas Yisroel*. Keeping a classroom neat, cleaning up after lunch, leaving the classroom and auditorium in good order after their use, are important because they help create a positive atmosphere and an attitude of “*derech erez*”.

II. ATTENDANCE, ABSENCES AND LATENESSES

Effective learning can take place only when there is regular and punctual attendance at school. Frequent absences are unacceptable, unless a serious medical problem exists. Where unusual numbers of absences accrue, grades may be affected. **Students who are absent for more than 20% of class meetings of any subject may fail to receive credit for the term in which the absences occurred, except in extremely extenuating circumstances, as per the discretion of the administration.**

1. A student returning to school after an absence must present a note explaining her absence, signed by a parent or guardian. An email from a parent in lieu of a note is also sufficient. She must present this note to the office before 8:25 a.m. and, thereby, will receive a class pass permitting her to return to her classes. *The note must be obtained in the morning - even for an afternoon absence. The student will not be permitted into class if she fails to bring a note signed by a parent – even in the case of an unexcused absence.* **Parents should never instruct students to sign a parent name on a note. Only the actual parent signature is considered an authentic signature.**
2. The same procedure is to be followed when a student arrives late to school. She is to first report to the office to obtain a note and to sign in and may then proceed to her classes. If a student is late to class during the school day, she must obtain a note from the office. In the event a student was detained by a faculty member for a conference, or attended an authorized meeting, the faculty member or club advisor will provide a note excusing her lateness to the next class, which must then be immediately submitted to the office for attendance recording.

Students who arrive at school between classes may not go to any class without first reporting to the office and obtaining a late note.

3. More than two unexcused personal absences or latenesses in a class in any given marking period will result in the lowering of a student's grade for that class for that marking period.
4. The following is a summary list of common excused and unexcused absences or latenesses:

Excused Absences and Latenesses

- A. Absence or lateness due to illness.
- B. Absence or lateness due to doctor appointments, *when these cannot be scheduled during non-school hours. Students will be excused for the appointment time only.* Two and one half hours are considered a reasonable amount of time to be out for an appointment.
- C. Absence for a family simcha is typically excused for two days; for a sibling wedding typically for four days. For further questions or clarification, or for exceptional situations, please speak to Mrs. Willner ahead of time.
- D. Lateness due to weather or unexpected traffic conditions.
- E. Students who are not feeling well during the school day must report to the office staff or nurse, during hours when she is present, who will make a determination if parents should be called to excuse the student from school.

Unexcused/Personal Absences or Latenesses

- A. Attending conventions. Some conventions are excused under certain circumstances. Permission needs to be given by an administrator in advance.
- B. Individual or family trips.
- C. **Babysitting**, running errands, or assisting with chores in the home.
- D. Inadequately functioning carpools.
- E. Lateness to class because of lack of preparation of texts and other learning materials necessary for classroom study.

Note: A student is not permitted to leave school and have the remaining part of the day treated as "unexcused," unless she has brought in a note in the morning or a parent (only – not a sibling) personally comes to take her out of school. A student may not use unexcused allowances to leave **and return** to school, except if the student's parent is taking her out.

5. A student who missed a test or quiz because of a brief absence (one or two days) is generally expected to hand in her homework on the day she returns to school, if the homework was assigned several days in advance of the student's absence.

6. A student may be excused from a quiz or homework due on the day of her return, when these were assigned during her absence. It is understood that she must make special arrangements with the teacher to take these quizzes and to submit all required work, within a reasonable time span after her return.
7. Medical appointments that cannot be made for after school hours should be scheduled in such a way that the student does not repeatedly miss the same class.
8. When a student knows ahead of time of a planned, excused-type absence on the day a test is scheduled, the teacher should be informed of this ahead of time. It is understood that a student may generally not take an unexcused absence on the day of a test. Such an absence, unless unavoidable, will result in a 10 point deduction. For unavoidable circumstances, a note should be submitted to the office for administration approval ahead of time.
9. A student is generally responsible for all work covered in class. Points will be deducted for assignments not submitted when due.
10. A student at school who absents herself from (“cuts”) a class without authorization will lose five points on her report card grade. Arriving at class excessively late or staying out for an excessive time may be considered “cutting” a class. Ten minutes is generally considered excessive in this regard. Being on a floor other than the floor where her class is meeting, or being outside the building, will automatically render the student subject to a “cut” class penalty.

Makeup Test Policies

1. A student who is absent the day of a test is responsible to makeup that test in a timely manner.
2. In school makeup test times are Tuesdays 5-6 PM and Sunday mornings 9:30-10:30 AM.
3. Students should wait inside the building or immediately outside the front of the building for pickup, not down below.
4. Our test administrators are present, Tuesdays until 6:00 PM and Sundays 9:30-10:30 AM ONLY. Please do not pick up later than these times. Please do not wait for your daughter to call at 10:30 or 6:00.
5. Students must be in uniform as if it were a regular school day. This includes the uniform itself, as well as shoes, socks, etc.

III. BOOKS AND SCHOOL PROPERTY

1. Textbooks are not to be written in or marred in any manner.
2. It is essential to respect school property and the property of all other students. Writing on desks and lockers or littering are not permitted.
3. Scotch tape is never to be used on lockers, as it is difficult to remove.

IV CONDUCT IN SCHOOL

1. Eating or drinking (except water) during class is not permitted, and no food should be brought into class. Eating is never permitted in the library or computer rooms. Food or

drink are not to be brought into the library under any circumstances. Lunch should be eaten in the auditorium and is not to be eaten in any classroom. Lunch may be eaten outside the building if a perfect clean-up is done. Gum chewing is not permitted in school at any time during the school day.

2. Students may not receive deliveries from food establishments during the school day, even if ordered by parents for special occasions (pizza for a birthday, etc..) Parents should not bring students drinks during the school day. A drink brought to one's child will be allowed in (but is nevertheless discouraged) only if brought immediately before lunchtime. Drinks brought for others, whether by relatives, outsiders or other students, will not be allowed in at any time. Students are not permitted to go out for lunch even if they bring a note from home, unless the parent picks up the student personally and signs her out at the office. Missing any part of a class for such a "lunch date" will be treated as a "personal" (unexcused) absence
3. Students are to come to class prepared and may not go to their lockers for books and supplies once the class has begun. A student who needs to retrieve books or materials once class has started will be considered unexcused late to class.
4. Students will not be excused from a test because they forgot their textbooks or notes in school the day before. When weather conditions pose the possibility of a school cancellation, students should bring all necessary books and materials home for tests scheduled for immediate, future days.
5. Improper behavior during a test will render the student subject to an automatic zero.
6. It is understood that students may not leave class except when absolutely necessary. Teachers may disallow a student from leaving classes that meet immediately after lunchtime or recess.
7. Students are not permitted to visit the Middle School during the school day, including during lunchtime, except with special permission.
8. Running in the hallways is not permitted.
8. Students may not leave their coats in the classroom at any time.
9. Students may not engage in any private business enterprises in school. Selling, buying, or advertising any type of item is not permitted.
11. When music is played in school during break times, it must be played at a volume that does not disturb others. Musical devices must be turned off immediately with the sound of the first bell signaling return to class. See the sign posted outside the auditorium regarding playing music during lunchtime.
12. Students should avoid dancing or other activities outside the front of the building that would not normally be done in public. Lying out in the sun is not permitted anywhere on campus.
13. Students are not permitted to be in any other part of the building except the auditorium

when group assemblies take place. Any such absence will be treated as a cut.

14. Small Appliances- no small appliances of any type are permitted in school, including but not limited to Betty Crockers, Sandwich makers, crockpots, etc.

IVb. GENERAL CONDUCT

1. All students must conduct themselves at all times, everywhere, cognizant of being מקדש שם שמים.
2. Students may not participate in mixed-gender groups.
3. Going to “hangouts,” **even if only with fellow students**, is not permitted for a Bais Yaakov student. This applies to **any times and place** where intermingling of boys and girls might occur. This includes such times as Motzoei Shabbosos, Shabbos afternoons and weekday nights. It applies to such places as ice rinks, bowling alleys, eating establishments, hotel lobbies, fitness centers, open public areas (the Quarry), etc. Exceptions apply when a parent chaperone is present.
4. The dress of a Bais Yaakov student must be consistent with proper standards of *tznius* at all times. This includes times when school is out, such as summertime, when the challenge of being properly attired is greatest. It applies whether a student is home or out-of-town.
5. Movies, secular media and social media are virtually always detrimental to one’s personal development, as is most secular printed matter. Students should avoid exposure to such harmful influences, and discussions at school relating to any of the above, or to mixed gender matters, are never acceptable.
6. The Internet and devices- The Internet and electronic or digital devices that are Internet dependent have endless possibilities, many of which expose users to extremely objectionable content, and must be carefully restricted. Please see the Technology section (XVI), which outlines our recommendations for parental involvement and restrictions for using electronic and digital devices. See the school technology brochure for more on this topic.
7. Bais Yaakov students may not work in establishments where the environment is likely to run contrary to the spirit of a refined *bas Yisroel*. Students are not permitted to stay or work at hotels during the summer or during school recesses (Pesach, etc...), unless their parent(s) are staying at the hotel.
8. Students are not permitted to take college courses on any college campus at any time they are enrolled in Bais Yaakov High School, including summertime. Students who fail to comply with this guideline will be subject to disqualification from taking college or AP classes offered by Bais Yaakov.
9. Plane trips to leisure destinations that are not in the company of the student’s parents, while school is in session, are not allowed and will result in an automatic grade deduction for any school day missed. In general, overnight trips by young women without an adult

chaperone, that are not for a necessary purpose, are not consistent with the ideal of כל כבודה בת מלך פנימה. Absences stemming from flight or weather delays, etc. relating to any overnight trips that are not during a school vacation will not be excused.

10. Staying in hotels without parental supervision is unacceptable.

Violation of these standards may lead to dismissal from school and/or other disciplinary action.

V. DAVENING

1. The school day begins promptly at 8:30 AM with schoolwide davening in the auditorium. Students are expected to organize their belongings prior to this time.
2. Auditorium doors will be closed at 8:30 AM. A student who arrives after 8:30 AM will need to get a late note from the office.
3. Davening begins with ברוך שאמר; students are expected to daven ברכות השחר at home.
3. Students are never to daven at home, as the davening period at school is the time for all students to daven.
4. Mincha is davened at school during the designated time. All students are expected to daven mincha at this time.

VI. DRESS CODE

1. Both in and out of school, students should be dressed in the spirit of הלכה at all times. A בת תורה should conform not only with school guidelines concerning dress and appearance, but with the hallowed התנהגות of בנות ישראל to strive for the highest levels of צניעות in all situations. This, indeed, is among the most important hallmarks of proper Torah living.
2. It is also important that a *Bas Yisroel* should appear neat and proper at all times. Students are encouraged to bear this in mind even when out of school. School uniforms should always be clean and in proper order, and any necessary repairs should be made in a timely fashion. Although only a “school uniform,” this is the dress by which others judge the student, and by which she expresses her own level of self-respect.
3. In school and at designated school functions all students are to wear the school uniform consisting of:
 - a. a blue pleated skirt
 - b. a white, light blue, or striped oxford, button-down, long-sleeved blouse – when the white blouse is worn an acceptable third piece must be worn over it. (See below).
 - c. A third piece- the **uniform** pullover sweater, vest, or the **school** pullover sweatshirt or zip-up.

- i. The following are not permitted as school uniform pieces, except on Kodesh Fridays: Mishmeres, STEM, Robotics, G.O., Discovery, Clubs, Gemach, Programming, Dance, Class Trips, Basketball, etc. Current year club sweatshirts may be worn by the heads only during their program.
 - ii. Highschool Production sweatshirts of the previous or current year will be allowed.
 - iii. Ninth graders may not wear their eighth grade senior sweatshirt.
 - d. Blouses require an added button, snap, or pin between the top two buttons, if those buttons are widely spaced.
 - e. Any uniform blouse with a squared off bottom may be worn untucked. All other blouses must be tucked in.
 - f. Long skirts should be approximately 1-1 ½ inches above the ankle.
 - g. Short skirts must be at least three inches below the bottom of the knee.
 - h. Skirts should not sit lower than three inches below the waist.
5. Students are expected to wear their full uniforms in accordance with school guidelines from the time they enter school in the morning until the school day is over.
 6. Nail polish is not allowed at school, whether during the school day or at school functions and programs. Makeup is discouraged.
 7. Hair should be neatly groomed at all times. Hair that is longer than shoulder length must be pulled back away from the face with a hair band, clip or in a pony tail.
 8. Regular shoes and sneakers should be worn to school; sandals and “clog” type shoes (i.e. low Uggs) are not allowed. Shoes that are slipper style, with open or very low backs, are not acceptable. Knee socks are part of the required school dress code. Lettering on socks is not allowed.
 9. Jackets and outerwear are not to be worn in school except when hallways and stairwells are extremely cold; an announcement will be made on such days. Otherwise, on regular cold days, the third uniform piece, a sweatshirt, and/or a white (only) shell may be worn under the blouse for extra warmth.

VII. USE OF LIBRARY

1. Students are encouraged to use the library. It is designated as a place for students and faculty to study, prepare assignments and read for pleasure.
2. Please keep all conversations at a whisper level.
3. Please keep the library neat and orderly:
 - Place chairs under tables
 - Return materials to their proper place
 - Clean off tables
 - Furniture may not be rearranged
4. Reference books must be used in the library; magazines (periodicals) may not be checked out by students. All materials taken from the library must be signed out. Books may be

signed out for two weeks only. See instructions on the librarian's desk for correct procedure.

5. Books to be returned are to be placed in the box next to the librarian's desk.
6. Students are invited to make use of the computer stations in the library and should be courteous and considerate in sharing computer time with others.
7. Food and drink are not permitted in the library at any time.
8. The library is not meant for socializing; it should not be used as a lounge area.

VIII. LEAVING PREMISES AND USE OF CARS

1. A student may not leave school grounds at any time without permission from a member of the school administration. She must sign out in the office **after** receiving such permission. Locations on school grounds that are out of high school view are considered off school grounds.
2. Students who feel sick are to report to the high school office. Students may call home *after* being given directions by the office.
3. When warranted, a student will be authorized to leave school grounds. Leaving school without authorization will make a student liable for immediate suspension. All classes missed will automatically mean a 5 point deduction on the report card grade. A student who leaves school in her own car or that of another student without authorization will automatically forfeit her right to bring a car to school. See Appendix about cars at school.
4. A student who knows in advance that she must absent herself from school for any part of the school day, must bring a note from her parents to the office in the morning, when she arrives at school. The student will be given a note authorizing her to leave at the appointed time. Students will not be granted permission to leave for personal matters if they did not bring a note in the morning, except if a parent picks the student up and signs her out.
5. If, for any unforeseen reason, a parent is picking up a student during the school day, the parent must inform the office of this matter before escorting the student from the premises. Even with a parent, a student may leave school only after notifying the office and signing out.
6. Students may not drive to school unless they are driving a regular, prearranged carpool with a minimum of four occupants or students from three families. Students who are not driving regular, prearranged carpools may not drive to school even if they park their cars off the school property.
7. Students may not spend time in their cars in the parking lot at any time during the school day. Students may not use cell phones in their cars during the school day.

8. Parents are asked not to have unmarried brothers of students drive students to school or pick them up. Bochorim should also not be sent to school to deliver messages, packages, or for any other reason. This is to ensure that Bais Yaakov students are able to function in their own space and comfort zone.
9. See the Appendix for more on the subject of cars at school.

IX. HONORS AND PRIVILEGES

1. In order to earn a Bais Yaakov diploma a student has to have completed and passed all course work.
2. In order to be eligible for academic honors and awards in the respective departments, a student must have taken the accelerated-level and honors courses and may not have dropped out of any class. Eleventh grade Honors English is an exception to this rule.
3. In order to be eligible for honors or awards, a student's conduct both in and out of school must be consistent with the proper and refined behaviors that characterize a Torah personality, reflecting the goals and values of our school.
4. A student's record of attendance will also be considered; students with excessive absences or latenesses may be considered ineligible for awards.
5. Although formulas are in place for the determination of certain academic awards, the final determination of eligibility for honors and awards will be according to the discretion of the administration and faculty.
6. In order to be a candidate for president or vice-president of the G.O., or to head any other student club, a student must exemplify the ideals of Bais Yaakov and also have a satisfactory academic average.
7. Excessive absences (13 or more for the year), or a generally poor attendance record, even when excused, disqualify a student from running for office (President of the G.O., Editor of Yearbook, etc...). Exceptions to this rule may be considered in highly unusual circumstances, according to the discretion of the administration.
8. A student who wishes to occupy any important leadership position in school life must demonstrate effort and conscientiousness in her studies, a strong record of attendance, and a cooperative attitude in her general deportment and conduct. As above, her general behavior both in and out of school must reflect the values of Bais Yaakov. Final decisions for eligibility are left to the discretion of the administration.

X. EXTRACURRICULAR ACTIVITIES

1. Every student should make an effort to participate in extracurricular activities. Activities, including school trips, חגיגות, student שבת, ביקור חולים, etc., are an important part of Bais Yaakov's program.

2. Participation in school plays, Production, Exhibit, etc., provide important opportunities for students to develop talents and excel in different areas.
3. Membership in the G.O is essential for these reasons.
4. In order to be a candidate for a school leadership position, a student must have regularly participated in G.O. programs and school activities, i.e. חגיגות, school trips and Student Shabbos.
5. Students should endeavor to participate in school chesed projects and areas of community service. Participation in G'mach programs is an important part of the Bais Yaakov experience.

XI. GUESTS

Only prospective students are permitted to visit school, with prior permission from the administration. Experience has shown that outsiders invariably tend to disrupt regular school life, even if they remain in the library. It is the host Bais Yaakov student's responsibility to advise guests that they are not allowed to visit school during their stay in Baltimore.

XII. LOCKERS

1. A locker will be assigned to each student on the first day of school. Everyone is expected to use only the locker assigned to her. **Students may not switch lockers without written permission from the administration.**
2. Lockers should be kept neat at all times. It is strongly advisable that students do not keep money or valuables in their lockers. Scotch tape is not to be used on lockers at any time. Locks are not permitted on lockers.
3. Obviously, only materials that are appropriate for a *Bas Torah* belong in a school locker - or anywhere in a student's possession.
4. Nothing may be posted on the outside of lockers. No messages, signs or pictures should be posted on the outside of lockers. Temporary Mazel Tov signs are permitted.

XIII. FIRE DRILL

Follow instructions and leave the building quietly with your teacher. All doors should be shut by the last person leaving the room. Electric lights should be shut off.

XIV. LOCKDOWN

Students should follow all procedures established during the school Lockdown drills.

XV. MESSAGES

We regret that the office staff cannot guarantee to deliver messages individually to students. *Urgent* personal messages that are called in will be posted before school announcement times – (approximately 11:25 A.M. and 2:20 P.M.). *Messages after 2:45 should be given to carpool drivers.*

Students will not be called out of class to receive messages.

The cooperation of parents in understanding the load carried by the office staff and thus refraining from calling in, except with urgent messages, is very much appreciated.

XVI. TECHNOLOGY

**Please be sure to review the technology document
that was implemented as of school year 2023/24, 5784.**

- **Any** handheld electronic device brought to school by a student, even when not owned by the student, must be a “Kosher phone”. A “Kosher phone” is marked with some form of authentication that represents that the operating system of the phone has been filtered/modified by a reputable company. Please note that standard flip or basic phones are not necessarily a “Kosher phone.”
- Cell phones or other devices with connectivity may not be in the possession (including backpacks or lockers) of students while at school. Students who wish to bring cell phones to school for travelling and safety purposes must drop off their phones at the designated location within the high school main office when arriving at school in the morning and pick them up at the end of the school day, or after the school activity which follows the school day. Cell phones or other devices with connectivity in the possession of students while school is in session will be permanently confiscated, and the student will be subject to an automatic two-day suspension. This policy applies both during regular school hours and at any after hours school activities or during any school trips. The rule applies also to powered down cell phone devices. Only “Kosher phones” may be brought to school and must be deposited in the office, as indicated above.
- Any type of computer laptop, electronic reader, media players, ipads, and tablets etc... may not be brought to school – even for after school activities and practices - and may not be brought on school outings except in specific circumstances when approved by the administration. Because today’s societal culture is generally unsuitable for a Bas Yisroel, proper school *ruach* for all students is best guaranteed when any such items are left at home. These items will be confiscated if brought to school and will not be returned. Exceptions may be made according to the discretions of the administration in cases of extenuating student needs and/or for specific school program needs.
- Smartwatches: Bais Yaakov does not allow students to wear smartwatches during school

hours, activities or trips. Students are allowed to wear all other digital watches with heart rate monitoring, activity tracking, calculating, etc, that do not have internet capability.

- Cameras: Pictures by students in school or during a school activity can only be taken with a camera and no other electronic device may be used to take pictures.
- TAG: Our Baltimore community is fortunate to have an established technology resource, Torah Awareness Group (TAG) office. TAG's goal is to guide individuals with their technology and internet access needs. This community service is designed for each individual to indicate his/her own digital needs and have TAG recommend and install individualized restrictions, as well as to establish filters based on one's own usage and need. Bais Yaakov strongly urges **parents** and **students** to contact the TAG office, via phone at 410-499-1824 or you may email them at: help@tagbaltimore.org. When calling the local phone number, you will be directed to a live technician who can assist you by answering questions and making suggestions. ***Most of the assistance and installation of computer filtrations can be done remotely (via phone or email).***

Please check online about hours of operation, as the TAG office is trying to increase its open hours and availability.

Please be aware that installation of technological filters have additional costs.

- All students are required to sign the Bais Yaakov Student Technology Use Contract regarding use of technology related equipment **at** Bais Yaakov. Parents are also asked to sign the form.
- Technology in the way of phones and other devices poses the greatest danger to the Kedusha that is our essence as the עַם הַנִּבְחָר, but it can provide great *brachos* when used properly. It is the school's hope that all of us will use this **potential** gift provided by Hashem only to improve our lives as a sacred nation – a מַמְלַכַת כְּהֻנִּים וּגְוֵי קֹדֶשׁ.

SMARTPHONES

- Most cell phone carriers still have an option to purchase one or two basic (flip) phones. Please realize most of these phones do have internet access and a filter should be installed. ***This is still our first recommendation to parents who are purchasing a cellphone for their child.*** Although the price of smartphones and data plans have become significantly more affordable and acceptable, we strongly believe that it is still unnecessary and unwise for parents to provide smartphones and like instruments for high school age daughters. It has been abundantly demonstrated that although possible, it is difficult to limit the constant use of and manage the effects of mobile devices. Even those who use the devices simply for entertainment are often found to be wasting enormous amounts of time, as a result of their addictive nature as well as to suffer from other problems induced by chronic, habitual phone use. These devices tragically have the real potential of polluting people's minds by exposing them to wholly inappropriate matter, as well. Regretfully, there are countless stories of individuals whose *ruchniyus* (and mental/emotional health) has been ruined through exposure to inappropriate device material.
- There are several smartphone products available that have operating systems engineered for a frum lifestyle. These smartphones have regular cellular service with local carriers (Verizon Wireless, Sprint, AT&T, T-Mobile...) and have limited apps installed on the device. The following products are available and recommended:

Kosher Cell – <http://koshercell.org>

Safe Telecom – <http://www.thekosheros.com>

Talk-n-Tech – <https://www.thesafecell.com>

- **The above stated recommendations are not an endorsement for our students to possess smartphone devices.** As stated above, we believe that smartphone possession is never a good idea for high school age students. However, if a student does have a smartphone, these precautions must be followed, at a minimum.

Please feel free to be in touch with us should you have any questions or need guidance with any of the above mentioned items.

XVII. TRANSPORTATION

Bais Yaakov is most fortunate to have made arrangements with the MTA (Mass Transit Administration) to have buses available for transportation to and from school. Bus service is available on all school days, except when there are special schedules. In those cases, information will be provided ahead of time.

Bais Yaakov expresses the earnest wish that each student finds success in school and reaches her full potential, enabling her to play her respective role in the life of Klal Yisroel.

GUIDELINES FOR STUDENTS BRINGING CARS TO SCHOOL

Driving a car creates opportunities—and responsibilities. In order to assure the safety of Bais Yaakov students and to insure an orderly situation at school, both matters of great concern, we have established the following guidelines and regulations for students driving to and from school.

1. Both Twelfth Graders and Eleventh Graders (only, Tenth Graders may never bring cars to school, even after obtaining a license) may bring cars only as stipulated on the carpool form (as part of a carpool that includes a minimum of four regular occupants or students from three families). Students will be expected to submit a list of all students with whom they are riding to school.
2. Cars must be parked only in the parking lots and areas that are designated for students. There is no parking for high school students in the Middle School lot, and there is **no parking off campus at any time.**
3. Students may not leave the school premises during any part of the school day without express permission from a member of the administration, whether in their own car or in the car of another student. **Students will not be permitted to go home to retrieve forgotten lunches, school materials, medical items (i.e. contact lenses), etc...**
4. Any student who is permitted to leave school in her own car because she is not feeling well, or for an unexcused personal reason, is not permitted to return to school on the same day, unless driven back by a **PARENT**. .
5. Any student who leaves school grounds in her car or in the car of another student (or Uber service, etc...) without authorization, during any part of the school day, will automatically forfeit her right to bring a car to school at any future time and will be subject to suspension. This includes leaving before dismissal time if **any** occupant's teacher has not dismissed the class.
6. Students spending time in their cars on the parking lot during the school day will likewise forfeit the right to bring their cars to school.
7. Students who drive to school or who ride in the cars of other students may not stop to purchase any food items or drinks at any commercial establishment (Dunkin Donuts, etc...)
8. **Students who drive to school and arrive late on a frequent basis will forfeit their right to drive carpools to school, and parents may be required to take over the carpool.**
9. Students who drive to school should bear in mind that traffic at school, as well as finding a suitable parking space, may take extra time. Students must start out earlier to account for such a possible delay, as latenesses resulting from such delays will generally not be excused.

10. No unlicensed driver may drive a car on school premises. Anyone who has a license for less than five months may not drive other students. (This is illegal).
11. Students must drive **slowly and carefully** on school premises at all times. Those who fail to drive carefully will be asked not to drive to school. Students may not engage in any horseplay with cars (sitting on hoods, excessive numbers of passengers, etc...) at any time. Students should not be talking on a hand held cellphone while driving.
12. Any student who brings a car to school without authorization, that is not part of an approved carpool, will forfeit any future right to drive a car to school.
13. A student who has a car at school and has received authorization to leave school for a personal matter during the school day may not take any student passenger with her, whatever her destination (except a sister who has been authorized to leave), except when authorized to do so *by an administrator*.
14. Families whose daughters drive to school must complete the form about family vehicles before the student is allowed to drive.
15. Please avoid driving through the Mount Washington neighborhood except when absolutely necessary. Starting out late in the morning and having to drive fast to make up time is unsafe, and is extremely upsetting to families in the Bais Yaakov neighborhood. This *ח"ו* verges on *חלול השם*, and must be avoided.

We have confidence that our students will act responsibly with regard to vehicles and school life, and we very much appreciate the cooperation of all in complying with the above policies. Thank you to parents and students for helping us to make this challenging aspect of school life successful and problem-free.

Make, color, type and license tag(s) of all car(s) that may be driven to school:

1. Make _____ Color _____ Type _____ License Tag _____

2. Make _____ Color _____ Type _____ License Tag _____

IF OTHER VEHICLES ARE USED DURING THE SCHOOL YEAR, THE INFORMATION ABOVE MUST BE PROVIDED FOR THOSE VEHICLES.

I have read and agree to abide by the above rules concerning the driving of cars to school.

Student Name

Student Signature

Grade

Parent Signature

Date

BAIS YAAKOV EVA WINER HIGH SCHOOL

DAILY TIMETABLE 2026-2027

Monday-Thursday		Friday	Friday
A.M.	P.M.	L.K.	G.S.
Davening 8:30– 9:00	1st Period 12:50-1:32	Davening 8:30–9:00	Davening 8:30-9:00
1st Period 9:05-9:47	2nd Period 1:37-2:21	1st Period 9:05-9:42	1st Period 9:05-9:42
2nd Period 9:52-10:34	3rd Period 2:26-3:08	Discovery 9:50-10:25	2nd Period 9:47-10:26
Break 10:34-10:44	Break 3:08-3:22	2nd Period 10:30-11:10	3rd Period 10:31-11:08
3rd Period 10:44-11:28	4th Period 3:22-4:11	Break 11:10-11:20	Break 11:08-11:19
4th Period 11:33-12:15	5th Period 4:16-4:59	3rd Period 11:20-12:00	4th Period 11:24-12:01
Lunch 12:15-12:50		4th Period 12:05-12:45	5th Period 12:05-12:45

It is the policy of the State of Maryland that all public and publicly funded schools and school programs operate in compliance with:

- (1) Title VI of the federal Civil Rights Act of 1964; and
- (2) Title 26, Subtitle 7 of the Education Article of the Maryland Code, which states that public and publicly funded schools and programs may not:

- i. Discriminate against a current student, a prospective student, or the parent or guardian of a current or prospective student on the basis of race, ethnicity, color, religion, sex, age, national origin, marital status, sexual orientation, gender identity, or disability;
- ii. Refuse enrollment of a prospective student, expel a current student, or withhold privileges from a current student, a prospective student, or the parent or guardian of a current or prospective student because of an individual's race, ethnicity, color, religion, sex, age, national origin, marital status, sexual orientation, gender identity, or disability; or
- iii. Discipline, invoke a penalty against, or take any other retaliatory action against a student or parent or guardian of a student who files a complaint alleging that the program or school discriminated against the student, regardless of the outcome of the complaint.

Bais Yaakov admits female students of the Jewish faith. The Bais Yaakov School for Girls admits students of any race, color, national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, employment, admissions policies, scholarship and loan programs, or athletic or other school-administered programs. Bais Yaakov requires all students to live their lives according to the Torah and following the Shulchan Aruch. Appropriate developmental, emotional, and educational benchmarks are expected. Bais Yaakov endeavors to educate and develop well-adjusted, wholesome, happy young ladies in the path of the Torah, complemented by an excellent General Studies education.