

Bear Branch Sixth Grade Campus

8040 Kenlake Dr. * P.O Box 1559 * Magnolia, TX 77353-1559 * 281-252-2031 * Fax 281-252-2032

Wednesday, March 7, 2018

Dear Parents and Guardians,

The faculty and staff at Bear Branch Sixth Grade (soon to be Bear Branch Intermediate School) are excited to share with you new developments that have occurred as a result of the new construction! As of Monday, March 19, parts of the new wing will be accessible to students and staff. Areas that will be open for use will be the front office, cafeteria, library, and gymnasium.

Regular content area classrooms will not be changed. For the most part, your child's classroom instructional routines will not be affected since classrooms will not be renovated until the summer. However, some of the elective classes, such as band and choir classes, will be relocated to an area in the new wing. The current office area, current library, and cafeteria will be renovated during the remainder of this year. Your child will be able to experience the new cafeteria, library, and gym areas. Students will be taken on a tour of the new areas on Friday, March 9. We know they are excited to see the new development as well! This tour will also serve to acclimate them to the areas that will be accessible to them.

Campus leadership has been working on guidelines and procedures for the new wing. Due to the new construction, the following procedures have been developed to assist students, parents, and staff.

Office Procedures/Visitor Parking

Parking for visitors is available in front of the new building. Visitors should enter the driveway by the sign that states "Office Entrance/Exit." Parking in this area will allow visitors the closest access to the office. Any visitors, including those who want to use a restroom, will have to check in (with ID) at the front office.

Nurse Procedures

Parents and guardians who need to pick up their child due to illness will continue to check in (with ID) at the front office. Upon parent check-in, the nurse will send the student to the office.

Bus Rider Information

Students will unload and load buses at a new location. Buses will no longer enter the drive in front of BB6. Instead, buses will enter the Bear Branch Junior High parking lot and unload students at the covered area where students will walk under a protected cover, Bear Trail, to the cafeteria entrance. As has been true in the past, students will remain in the cafeteria area before school unless they attend tutoring. In the afternoon, students will walk back down Bear Trail to load buses at the same covered area as the morning.

Cafeteria

Students will continue to access a hot breakfast and lunch as they have all year. All services will remain in effect. Students will be able to enjoy eating in a new cafeteria. There are restrooms in the cafeteria for student use.

Gymnasium

Students will have access to the new gymnasium, but will dress out only once a week. Access to the new locker rooms is not available at this time. On days that students run the mile, students will dress out using the locker rooms in the old gym.

Car Riders

- Do not enter the car rider entrance for any reason other than picking up your child (Do not plan to park; instead, if you do need to park, use new parking area and new entrance at the front of the new building.) *There is not a good place to park and later pull out using the car rider line.*
- Continue to use the same entrance (2nd driveway in teacher parking lot).
- Stay in a single-lane as you turn in front of the school (student drop-off and pick-up will no longer be on the side of the school).
- Student drop-off and pick-up will be at the entrance of the new building (under the Bear Branch Intermediate sign).
- Remain in a single line throughout the car rider lane and do not pull around cars ahead of you; the lane narrows ahead.
- Wait patiently as students load.
- Exit onto Ken Lake Drive.

Safety is our first priority, so please follow the procedures above, and we will assist students in boarding promptly!

Bear Branch Intermediate School

