



BRURIAH MIDDLE SCHOOL
STUDENT HANDBOOK

2021-2022

5781-5782

#AtBruriahICan

BRURIAH MISSION STATEMENT

Bruriah is dedicated to enriching the lives of our students, supporting their personal development and inspiring them to lead meaningful Torah lives. Bruriah students achieve excellence in limudei kodesh, general studies and middot in a warm and caring environment.

Through formal and informal educational experiences, Bruriah promotes personal and academic growth in Torah and all areas, supporting and challenging each student to excel at her level. By fostering a love of learning and personal connection, our students develop an appreciation of Torah and halacha, as we explore and model real world applications of our timeless values.

Bruriah instills students with the confidence they need to achieve their dreams and become leaders in life. Bruriah graduates are prepared to embrace the opportunities of today's world and confront its spiritual and professional challenges. Bruriah is committed to maintaining a safe and wholesome community shaped by Torah values.

The development of proper middot is a core value of the Bruriah experience. This is expressed through humility and temperance in speech, lifestyle, and conduct as well as through the appreciation, respect and understanding of others.

Recognizing the historic, national and spiritual significance of the State of Israel, Bruriah students develop an attachment to Israel and its people as well as a sense of shared responsibility and destiny.

Bruriah practices a merit-based admissions policy, seeking motivated students looking to be challenged intellectually and inspired spiritually in a vibrant environment, and who will contribute positively to our school family and culture.

DAILY ROUTINE

ARRIVAL

Monday - Friday: 8:30 am. There is an administrator in the building by 8:00 am.

Students should report downstairs to the ROC for Tefilla with a Siddur.

DISMISSAL

Monday - Thursday: 4:22 pm, Friday: 12:42 pm

Students are not allowed to leave the Bruriah campus during school hours without permission.

Students who travel home on a 5:10 bus must remain in the school building between dismissal and bus departure.

An administrator stays in the school building on weekdays until 5:30 pm and on Fridays until 1:15 pm. Please make sure to pick up your carpool on time.

ATTENDANCE

Academic success is greatly impacted by punctuality. It is essential that students arrive at school by 8:30 am. If a student arrives after 8:30 am, a parent should contact the office. In addition the student should get a late pass from the office before heading to Tefilla or class. If a student develops a pattern of unexcused lateness, she is at risk for detention.

Students who are sick should not attend school.

Consistent attendance is part of a successful education. Please schedule all personal and medical appointments during non-school hours. Planned absences should be discussed with Mrs. Wercberger prior to the date of the absence.

If a student is absent, a parent should call the Bruriah attendance extension (6299) or email attendance@bruriah.org before 8:30 am on the morning of the student's absence.

Students are responsible for work missed during their absence. It is the student's responsibility to touch base with her teachers upon her return to school.

Students who need to leave school early, for medical or personal reasons, must be signed out at the main office. Please go to the office and a member of the office staff will get your daughter.

Any student who misses more than 18 days of school, for any reason, may not receive credit for the school year. Any absence due to prolonged illness will be handled on a case by case basis.

If you are not picking up your daughter in person, for reasons of safety we cannot allow your daughter to leave the building without receiving prior written permission (note or email) informing us who is picking her up and at what time.

It is school policy that students may not get rides with faculty.

TEFILLAH GUIDELINES

Students will daven Shacharis at 8:30 (M-F) and Mincha at 3:35 (M-Th).

To help facilitate a smooth attendance process, each student will be assigned a seat. Students are expected to sit in their assigned seat during Tefilla.

Students are expected to demonstrate appropriate behavior during Tefilla.

There is a separate Tefilla grade on the report card based on attendance, lateness, and maintaining proper decorum during Tefilla.

CLASSROOM GUIDELINES

Students are expected to be in class on time with all of their materials.

For any unexcused lateness, a student will lose one point from her average in that class.

HOT LUNCH PROGRAM

A lunch program is available for our students. Arrangements for milk orders can be made. Forms have been sent home; please complete them and return. Please use a paper placemat (available at the lunch window) anytime you eat a meat lunch.

Students are not permitted to order food from an outside vendor during school hours.

POLICIES

CELL PHONE USAGE

In order to promote social interactions and a positive school environment, cell phones will not be allowed to be used during school hours. Students will be asked to place their cell phone in a special holder.

If a student is found using a cell phone during school hours, her phone will be confiscated and brought to the office. The student will receive an infraction and will be allowed to pick up her phone at the end of the day. If there is a second violation, a parent will be required to retrieve the phone in person and meet with an administrator. This will result in an infraction on the student's record.

Students will be allowed to take their phones on some trips, and will be expected to follow specific guidelines.

STUDENT ELECTRONIC DEVICES

Ipods/MP3 players, iPads, Apple Watch, and laptops may not be used during the school day.

Ipods/MP3 players and all other listening-type devices with earbuds are allowed on school buses.

If a student is found using an electronic device, she will be asked to put it away and that will count as a warning. At the second occurrence, the student's device will be confiscated until the end of the day, and she will get an infraction. At a third occurrence, a parent will need to retrieve the device in person, and the student will get an infraction.

OUTSIDE FOOD

When arranging a class party, for any occasion, please note that no home baked goods may be brought to school. All food must be store bought and, naturally, be under proper hashgacha.

Any food brought into school must be nut-free. We take our nut-free environment very seriously due to the critical consequences to students with allergies.

DRESS CODE

The Bruria dress code is designed to create an atmosphere appropriate for a Torah educational setting. Towards that end, we expect students to follow the following guidelines:

Overall

Clothing should be of appropriate size and not be tight. Any inappropriate printing on clothing is not allowed.

Skirts

Skirts and/or dresses must cover knees at all times, whether one is walking in the hallway or sitting in the classroom. Front and side slits are not permitted.

Back slits must stop below the back of the knee.

Shirts

Sleeves must cover the elbows - including when hand is raised. The collarbone must be covered. Care should be taken that tops overlap skirts sufficiently so that no skin shows when sitting, bending over, or raising one's hand.

Footwear

No open toe or open back shoes without socks, stockings or tights.

Other

Capri-length leggings may not be worn. Makeup is not allowed to be worn. Only one earring per ear may be worn to school, on the lobe. No hats, caps, or bandanas may be worn. No hair dye, coloring, or hair wraps may be used.

This dress code is applicable throughout the whole Bruriah day regardless of the teacher or subject taught. It is also applicable not only during school hours, but at all school functions as well, whether on or off the school grounds.

Please help us create the proper atmosphere at school by following the rules mentioned. As you shop for the new school year, please keep in mind what is appropriate Bruriah dress.

If a student isn't following the dress code, we will give her a reminder and will email home. If the student continues to violate the dress code, she and her parents will receive infraction emails. At the third infraction, the student will be expected to bring a change of clothing to keep in school in the event of another infraction.

VISITORS

Bruriah welcomes visitors. All visitors, including parents, must schedule their visit in advance and report to the security guard upon entering the building and present an ID. Visitors will receive a visitor or parent's pass. ID will be returned when leaving the building and returning the pass.

We request that all visitors dress in accordance with the standards of our Bruriah dress code.

Students may not bring any visitors to the school.

SUSPENSION

The following is a list of the reasons a student may be suspended:

- Being asked to leave three classes in a span of two months.

- Three cuts.

- Leaving the building without permission.

- Second occasion of cheating or plagiarism.

- Three detentions in one semester.

Students may also be suspended for what the administration considers an egregious offense.

Students who are suspended are responsible to make up all missed work.

A letter of suspension will be placed in the student's file. After two suspensions a student may be asked to leave the school.

BAT MITZVAH CELEBRATIONS

We are excited to celebrate this important milestone in your daughter's life. This is an important time as your daughter becomes responsible for her actions and mitzvot. There are many ways to celebrate this milestone.

As you plan for this special occasion please keep in mind the following guidelines:

Please make sure that your celebration, whether a family trip or party, is after school hours. We suggest celebrating over the weekend or on a vacation day.

It is important to check the school calendar to ensure that the chosen date does not coincide with any scheduled school events. This includes events such as the Israel Day Parade. To help eliminate conflict of dates, we will be keeping track of party dates on our school calendar. Once you have chosen a date, please email the office to reserve your date.

Including all of the girls in the class promotes a classroom community and positive culture. We understand that it is not always possible to include everyone. If you are not planning to invite all of the girls in the class to share in the simcha, please do not have your daughter distribute the invitations in school. Likewise, if your daughter has friends in another grade, please have her mail invitations to their homes.

We spend a lot of time teaching Torah values and principles to our students. We strive to model these ideas in all areas of our lives. That said, we ask that you partner with our beliefs and adhere to halachic guidelines when planning food, music, entertainment, and atmosphere for your simcha.

We feel it is important to educate our girls in proper etiquette when attending a simcha. Throughout the sixth grade year we will implement a Bat Mitzvah curriculum to help prepare the girls for this exciting time in their lives.

SCHOOL TRIPS and CO-CURRICULAR ACTIVITIES

Educational and recreational school trips are scheduled throughout the academic year. These are planned with an eye towards enriching the curriculum and expanding experiential horizons. These trips are mandatory. If your daughter cannot attend the trip for any reason, please be in touch with an administrator.

At the beginning of the year, parents will be asked to fill out a general permission slip. Then, before each trip, information will be shared via email.

ACADEMICS

HOMEWORK

Homework planners are distributed to promote organization and responsibility.

Many teachers use Google classroom to post homework assignments and reminders about upcoming quizzes, tests, or projects. When Google classroom is not used, students are expected to record the homework assignments.

If a student is not up to date with her school work, she may be required to stay in school from 4:25-5:10 to complete it. We will be in touch with the student about this, and will contact her parents. Supervision will be provided during this PM4 period.

TESTS

The test schedule will be posted in the Middle School hallway as well as on the website.

No student will be permitted to take an exam earlier because of a family vacation.

While this is not a major issue in Bruriah, we must make it clear that any student who is found guilty of cheating, whether by giving or taking information, will:

Receive a zero for the exam in question and a call home notifying parents. A letter regarding this infraction will be placed in the student's file. If there is no other cheating incident over the remainder of the year, this letter will be removed from the folder.

On any subsequent occasion, the student will receive a zero as well as any other consequence deemed appropriate in the discretion of the administration.

STANDARDIZED TESTING

To measure academic achievement, middle school students will take the Stanford exam which is a standardized test of basic skills. The results of the test will be mailed to parents.

Standardized tests are just one way of measuring a student's progress and should be looked at together with feedback from teachers and classroom assessments.

SUMMER WORK

If a student fails a class, she will be required to complete tutorial work over the summer.

This work must be completed before the new school year begins.

The student's work will be evaluated, and her report card grade will be adjusted to a passing grade.

EDUCATIONAL SERVICES

RESOURCE ROOM

Eligibility for resource room is based on classification by the Union County Child Study Team or by a diagnosis made by a private evaluator.

Students may receive 1-2 periods of support to learn strategies, review material, and focus on skill building.

IN-CLASS SUPPORT

Modifications or accommodations that are recommended by the Child Study Team or private evaluations are considered, and must be approved by the director of educational services.

Examples of typical modifications or accommodations are extended time, preferential seating, or an extra set of textbooks, as well as necessary changes to assignments, quizzes and tests.

Where appropriate, the school may provide skills based classes in place of, or in addition to the regular curriculum.

For any questions about evaluations or resource room support, please contact Mrs. Rhonda Weinraub at rweinraub@bruriah.org.

ATHLETICS DEPARTMENT

PHYSICAL EDUCATION PROGRAM

If your daughter has a problem that prevents her from participating in gym class, a note from home is necessary. A long term injury or illness requires a doctor's note.

Every student must come prepared with the proper attire. Lack of preparedness will affect her final grade. Girls are required to wear the gym uniform, consisting of a Bruriah printed shirt, sweatpants and sneakers. An additional gym shirt is a recommended purchase.

ELIGIBILITY FOR SPORTS TEAMS

Being a member of a Bruriah team is a privilege. To be a member of a team one must:

- Pay the team fee.

- Hand in an up-to-date sports medical clearance form found on DDC.

- Maintain good citizenship with teammates and classmates.

A complete handbook with relevant information will be given out to all team members.

For more information, please contact Coach Rifkin srifkin@bruriah.org

HEALTH AND SAFETY

SOCIAL/EMOTIONAL HEALTH

We are dedicated to providing an environment which recognizes and addresses our students' developmental needs. There is ongoing communication and collaboration between administrators, teachers, as well as the guidance department to ensure that the students' needs are being met.

We believe that a student's emotional well-being is crucial, and to that end, we have a framework in place to support students through transitions and challenges that they face.

A grade adviser meets with each student at least twice throughout the year, and is available to help each student as necessary.

Mrs. Shira Somerstein, Director of Counseling and Guidance, and her team meet with all new students at the beginning of the year, and are available for all students throughout the year to provide social and emotional support. If there is any information that would be helpful for the guidance department to know about prior to or during the school year, please reach out to Mrs. Somerstein at ssomerstein@bruriah.org.

In addition to 1:1 meetings, the guidance department conducts workshops and group discussions on relevant topics such as social responsibility, peer pressure, body image etc.

HEALTH

New Jersey law requires all students enrolled in New Jersey schools to have a verification of adequate immunization. According to New Jersey law, a student is not allowed to attend school without proof of required immunizations.

Students who participate in school team sports are required to submit a special medical form to the school nurse. No student will be allowed on a team if the medical form has not been submitted.

Students who require daily medication or special medical treatment (e.g. asthma medication, epi-pen, etc.) should contact the school nurse at the start of the school year.

On orientation day there will be a lice check for all students. Any girl found to have nits or lice will not be permitted to attend school until she has brought a note from a certified lice checking professional.

If a student becomes ill in school, she should report to the nurse's office or the school office. If a parent needs to be called, it will be done by one of the office staff. Parents must pick up or make arrangements to transport the sick child home.

SAFETY

Bruriah is committed to creating a safe and wholesome community for our students shaped and guided by Torah values. We work to help students develop the skills to make wise choices that are inspired by our core beliefs and that protect their physical and mental health.

Our first goal is education and prevention. Toward this end, students learn about the effects of peer pressure and substance abuse as part of our curriculum.

Bruriah participates in the OU Uniform Drug Policy and The Safe Schools Yeshiva Network and therefore student use of alcohol (except for religious observance and within reason), tobacco, or drugs, at any time or place is strictly prohibited and may be subject to disciplinary action, including expulsion from school. Any use of a controlled substance at Bruriah or any JEC campus, or at any school-sanctioned event, is grounds for immediate expulsion.

RESPECT

STATE LOAN BOOKS

Each student receives several general studies textbooks on loan from the State of New Jersey at the beginning of the school year (at a \$60 to \$150 savings per student).

These books must be returned in the same condition as when they were distributed. Students are responsible for any loss, theft, damage or defacement of books.

USING SCHOOL PROPERTY AND EQUIPMENT

Each student will be assigned a locker. Lockers are to be kept neat and clean.

Computers, chromebooks, SmartBoards and other technological equipment in the classrooms are fantastic innovative learning tools. It is important that they are treated with the proper care to ensure their long-term usage.

Classroom technology should only be used with teacher permission.

Students are responsible to return the technology to its proper place when they have finished using it. Devices that require charging should be plugged in when they are returned.

TEACHERS

The following is protocol if a student is asked by a teacher to leave class due to disruptive behavior or disrespect.

The student needs to report to the Principal immediately. After a conversation with an administrator and a plan for moving forward, the student can return to the next period class. Parents will be notified of this incident.

If the student is sent out of any class during the same two month span, her parents will need to come to school for a meeting.

At the third occurrence in a two month span, the student will be suspended.

BUS TRANSPORTATION

School bus transportation is a privilege that may be withdrawn for inappropriate behavior. The standards set by the school are designed to promote consistency in Torah standards and behavior, both in and out of the classroom.

As in school, Shmirat Halashon is a requirement on the bus and at the bus stop as well. No student should consider a seat on the bus as her own, while relegating remaining seats to other students.

In the few communities where only one bus is available for all JEC students, girls are to sit in the front of the bus, boys in the back.

Only listening devices with earbuds are permitted on the bus.

Permission must be received in advance to ride home on an earlier or different bus. The Board of Education provides buses for residents of West Orange and Teaneck, and they don't allow guests.

INTERPERSONAL

Bruriah believes that students have the right to a safe and healthy school environment complete with mutual respect, tolerance and acceptance. Bruriah will not tolerate behavior that infringes on the safety of any student.

A student shall not intimidate, harass or bully another student through words or actions. Such behavior includes: direct physical contact, such as hitting or shoving, verbal assaults, such as teasing or name calling and social isolation or manipulation, whether in person, in writing, or through digital or social media.

Any reports of inappropriate behavior will be investigated in a thorough and confidential manner. If the behavior continues after the student is spoken to, the administration will call the student's parents into the school for a meeting and may recommend that the student receive outside counseling. If the behavior persists, the student may be suspended or expelled from school.

COMMUNICATION

CONTACT INFORMATION

For any Middle School office related matters, please email office@bruriah.org or call 908-280-6400.

OFFICE MATTERS

Since current information for each student is essential, all changes of home address, email address, or telephone number should be reported promptly to our school office and to the JEC Business Office.

Cell phone numbers sometimes change; please make sure the office always has your current number and contact information.

EMERGENCY CLOSING

In the event of an unscheduled school closing, an email or text alert will be sent through the Ruvna alert service using the cell numbers and email addresses provided to us at the time a student is registered for school.

PARENT-TEACHER COMMUNICATION

Parent - teacher communication is of utmost importance and therefore we have scheduled three formal meetings during the year. Please check the school calendar for the exact dates.

As parents, you can access your daughter's records, grades, and report card through the [DDC portal](#). Information about the portal is sent through email at the beginning of the school year. Questions regarding the DDC portal should be addressed to the Bruriah office staff at office@bruriah.org.

We encourage informal communication with the teachers and administrators as well. Feel free to email teachers/administrators or contact the office during school hours and leave your number. The teachers will get back to you within 24 hours.

We look forward to partnering with you.

HATZLACHA!

We wish all of our students a successful year and are always here to answer any questions or concerns you may have. Parents, our goal is to partner with you to instill in our students the values and confidence to become their best selves, achieve their dreams and grow into leaders in school, at home and in the greater community.