

Oxford Middle School

Schedule & Locker Distribution Information 2017-2018

8 th Grade Students	7 th Grade Students	Make Up 7 th & 8 th Grades
Tuesday, August 1 st 5:00 p.m. @ OMS	Tuesday, August 1 st 6:30 p.m. @ OMS	Wednesday, August 2 nd 8:00 a.m.-3:00 p.m. @ OMS

At this time you will be able to:

- Pay (MACBOOK USAGE AGREEMENT COST = **\$50.00** & SCHOOL ADMINISTRATIVE COSTS = **\$15.00**)
- Turn in Forms (Forms may be printed from website @ <http://oxford.ocsm.schoolinsites.com>)
- Pick Up Schedule, Student Locker Assignments & PE Locker Assignments. (School lockers are included in Student Administrative Cost & student is responsible for providing a combination lock from home for PE Lockers.)
- Purchase Yearbook = \$40.00 (Optional)
- Make initial deposit into cafeteria account. Turn in Free/Reduced Lunch Form.
- Sign-up for Blackboard (free app) & Notify Me to receive messages from the school.

Forms To Be Completed

ALL FORMS MUST BE COMPLETELY FILLED OUT AND ALL COSTS PAID IN ORDER FOR THE STUDENT TO PICK UP HIS/HER SCHEDULE AND LOCKERS.

Forms may be printed from our website –<http://oxford.ocsm.schoolinsites.com> and filled out in advance or if you do not have access to the internet, you may pick up a packet from the school office. Forms are as follows:

- OCS Check Out Authorization Form
- Code of Student Conduct (Including Internet Acceptable Use and Responsible Use of Technology Policy & Media Release Form.) Forms must be completed and signed by **BOTH** the student and the parents/legal guardians.
- Student Health Assessment Form. ****PLEASE DO NOT send medication with your student at any time! *If your child takes medication routinely during school hours please complete a medication release form (form provided on the school website) and bring with medication to the school nurse (after school starts). You should have received notification from the school nurse if an Updated Immunization (Blue Form) is required.***

EXPRESS LINE @ Registration

Students will need the following to move immediately to the Express Line to pick up their schedule etc:

- All forms (provided on line or at OMS) **COMPLETELY** filled out by the parent/guardian.
- **A copy of your Receipt** showing **ALL** costs (totaling \$65.00) have been paid. **(KEEP RECEIPT** to present when you pick up your laptop @ “Connect Computer Distribution”. **Remember – check our website for your scheduled Macbook pick-up day, date and time!)*

WE WILL BE ABLE TO ACCEPT DEBIT/CREDIT, CASH AND/OR CHECKS

Important Reminders

*Any remaining **unpaid account balances and proof of residency** (from a previous school year) **MUST** be cleared before students can pick up schedules and lockers. This includes unpaid account balances for fees, lost or damaged computers/computer parts & library books, etc. Updated Proof of Residency is required when you move or if mail is returned to us. Information required to complete Proof of Residency can be found on our website. **No Exceptions!!**

*Any schedule change must be submitted in writing and approved by the principal. Any non-essential schedule change, if approved by the principal, will be assessed a \$20.00 administrative cost. This will need to be paid before any non-essential change can be made.

*Check our website over the summer for the dates and times of the CONNECT MacBook distribution schedule.