



Bulgarian School of Seattle

PO Box 7092
Bellevue, WA 98008

Phone: +1 425-200-5428

E-mail: administration@bulgarianschoolofseattle.com

Web site: www.bulgarianschoolofseattle.com

I. ADMISSION – REGISTRATION

The Bulgarian School of Seattle accepts students aged 3.5 to 18, and adults, irrespective of their personal knowledge of Bulgarian language or the lack of any such knowledge. Every new student needs to pass an entrance test for determination of their level. The admission is carried out at the beginning of each school year by filling in an Application, but it is possible to do that during the school year.

II. ORGANIZATION OF THE TRAINING TIME

The classes are held every Sunday with schedule as established at the beginning of the school year. The schedule is given to the students and is published on the website of the school. All classes are held at the following address: Stroum Jewish Community Center, 3801 E Mercer Way, Mercer Island, WA 98040

a. **Preschool:**

- *Classes begin – at 9:30 h.* The children are met by the teacher at the door. The parent enters the attendance of the child in the attendance book.
- *Classes end – at 11:30 h.* The parents meet their children at the entrance door of the classroom. In case of delay by the parents the child will stay under the care of the teacher or a member of the School's Management.

b. **School:**

- *Classes begin – at 11:30 h.* Students need to be at the entrance door of the classroom 5 minutes before the start and wait for the opening. In case of absence or delay the teacher has to be informed orally or in writing.
- *Classes end – at 14:30 h.* The parents wait for the student in front of the classroom's door. If the parent is late they have to inform the teacher and to authorize a person who will assume responsibility for the child.

The teachers are not responsible for children, given back to their parents, irrespective of the fact whether that happened in the building or outside it.



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III. OBLIGATION OF STUDENTS AND PARENTS

a. Training – The regular attendance of the students is desirable. Every delay or failure to appear disturbs the training process. The homework is obligatory. The results are monitored and evaluated.

b. Training materials – The students should take care of the ownership in the rooms and the school's equipment. Recovering the value of all lost or damaged materials (textbooks, materials or equipment) is obligatory. At the end of classes the students are required to leave the classrooms clean and tidy.

c. Clothing – The students come to school dressed appropriately.

- *Preschool*: the clothing should be labeled with the name of the child and easy to use. The children should not bring toys, jewelry or cookies to school.

d. Behavior – The teachers' staff will refrain from behavior, gestures or wording which might violate the dignity of students. In the same way the students and their families will refrain from behavior, gestures or wording which might be offensive for teachers, administrators, other children of the same age and their families. Every physical or verbal abuse will be punished.

The supervision of students during classes or recesses will be carried out by the teachers. For security reasons the students are not allowed to enter or leave the school building during the training hours, and neither to play in the corridors. During recess, children have the right to play quietly games like card games or video games. Toys or games that may cause conflicts in case of loss, breaking, theft or damage are forbidden. The school cannot be held liable for lost or stolen items.

e. Electronic devices – the use of mobile phones and other electronic devices is strictly prohibited during class sessions. The devices should be switched off upon entering the room. In case of violation of this rule the device must be given to the teacher who will return it to the student at the end of the class session. In case of repeated violation the teacher will return the device to the student's parents.

f. It is strictly forbidden:

- the bringing of medicines in the school's building and also the taking of medicines of all kinds
- smoking or bringing alcohol or drugs



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- carrying sharp objects or guns which may harm or threaten somebody.
- g. Access** – The access of outsiders to the classrooms will be done only after prior writing of their details at the entrance of the school.

IV. DETENTION

Every violation of these rules can be sanctioned with the following measures:

- a.** Student's probation and informing the parents.
- b.** Meeting between a parent and a teacher, at the presence of the student and a member of the School's Management.
- c.** Temporary exclusion.
- d.** Permanent exclusion.

V. IN CASE OF EMERGENCY

The families are required to inform the school management for every change in the data presented upon registration so that they can quickly contact them in case of emergency.

VI. PARENTS – TEACHERS

At the beginning of the school year will be held Parents' Meeting. During the school year the parents can be called to Parents' Meeting by the decision of the teacher. If the parents want to speak to the teacher for the education of their child they can request to meet the teacher.

VII. SCHOOL – PARENTS – STUDENTS

These RULES AND REGULATIONS are approved and modified with the participation of the School Board of Trustees, Director, and teachers. It is issued in Bulgarian and in the English language. All students and their parents need to be familiar with these regulations in which they can confirm by affixing their signatures.