



We are excited about your willingness to participate in our Summer Work Program this year. This is a great opportunity to assist your parents in paying for your education and to learn the joys of a job well done. I will let you know whether or not you have been accepted into the program and have your summer work schedule to you before the end of the school year. Please contact me with any questions.

#### **Program Rules**

- \* 2017 - 2018 tuition must be funded monthly
- \* Student work wages will be applied in August directly to the students 2017-2018 tuition balance
- \* A FACTS financial aid application must be on file and a financial need present
- \* Application must be turned in to your counselor, or via email below by Monday, April 24th.

#### **Work Rules**

Be on time; you must clock in and out every day  
Three unexcused absences will result in removal from the program  
BL Honor Code is in effect during the summer  
Bring your lunch, or eat in the cafeteria (June)  
\*the campus is open for you to leave for lunch  
No cell phone or headphones during work hours

#### **Dress Code**

Modest "work" clothes  
(they will get dirty)  
Close-toed shoes

#### **Daily Schedule**

8:00	Clock In
9:45-10:00	Morning break
12:00 - 1:00	Lunch
2:30 - 2:45	Afternoon break
4:00	Clock Out

#### **Pay Rate**

Minimum Wage                      \$7.25 per hour

For Information contact:

**McKay N Braithwaite**

Facilities General Manager

Bishop Lynch High School

9750 Ferguson Rd.

Dallas, TX 75228

214-324-3607 x4122 (office)

702-281-8121 (cell)

[mckay.braithwaite@bishoplynch.org](mailto:mckay.braithwaite@bishoplynch.org)