



**McCann Technical School
Evening Division
70 Hodges Cross Road
North Adams, MA 01247
Tel. 413-663-5383
FAX 413-664-9424
www.mccanntech.org**

We welcome you to our facility and hope that your educational experience will be successful. The purpose of this document is to provide information to students attending all evening classes held at McCann Technical School. There are several informational items that will be helpful for you. We do not have any permanent administrative or support staff during the evening hours but our full time maintenance staff is available should an emergency arise. We have attached a parking area map and a school room layout to better guide your experience. We have designated 3 exterior entrances to the building to coincide with the most convenient parking area or class location. These are designated as A-B-C on your map.

Parking

Vehicles may park in any parking lots, A through C. No parking is permitted in the front of the building or driveways as designated by Area 1 of the map.

Fire Exits

All classrooms have fire evacuation maps and we request that you familiarize yourself with the nearest exits.

School Closings

When conditions warrant class cancellations notices will be posted on the school web site, www.mccanntech.org. Organizations sponsoring the class, Berkshire Community College, the Gould Institute or McCann Technical School are responsible for providing cancellation and class make-up information.

Alcohol/Drugs

The possession or use of alcohol or drugs on school property is prohibited. We appreciate your cooperation in this regard.

Tobacco Use

It is unlawful for any individual to smoke or use tobacco of any type in school buildings or on school grounds.

Cafeteria

While no food service is offered during evening class times students may use the cafeteria for eating or gathering before class if needed. A snack & beverage machine is located adjacent to the cafeteria and a coca-cola machine is located in the A-wing faculty room.