

SOUTH GWINNETT HIGH SCHOOL

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Dear South Gwinnett Parents,

This letter is to inform you of a new policy which we are initiating at South Gwinnett High School. We strive to provide our students with a quality-plus education. In order to equip students with the tools needed to be successful, they must be at school on time and also in class on time. Students should be in school by the time the warning bell rings at 7:04 am; first period class begins at 7:10 am. Students are allowed seven minutes between periods to get to class. It is important to note that this seven minute window adds one minute to the time that students have been allowed to move from one class to the next. In addition, at the beginning of this school year we arranged classrooms and student's schedules so that the majority of their classes are in one section of the building. This arrangement minimizes the number of times that students must walk from one part of the building to another.

When students are habitually late, it causes them to miss valuable instructional time. Tardies also deprive other students of instructional time because the teacher has to address constant interruptions. Additionally, students in the hallways during class time could cause potential safety issues and disrupt order in the school. In response to these potential challenges, we have created a new school policy regarding tardy students:

- I. When the bell rings, uninterrupted instruction begins; classroom teachers will close doors and begin instruction. Students who are not in class will be directed to the tardy area (located in the "B" building).
- II. Students will remain in the tardy area for the duration of the class period. A staff member will provide immediate documentation of the tardy and notify parents.
- III. Teachers will allow students to make up work that they have missed. However, this must be done on the student's own time. Students will have to come in before or after school to make up the work they have missed. They may also be allowed to make up the work that they missed the next day during class. The scheduling of the make-up will be at the discretion of the teacher.
- IV. If a student arrives late to school, they must report to the attendance office to check in. If the student is with a parent or has a parent note they may be admitted to class. Without the presence of a parent or a parent note, students will have to report to the tardy area. This tardy will be marked unexcused unless the tardy is deemed excusable by the policy outlined by the Georgia Legislature.

Thank you for your continued support, and we look forward to continuing to work together to ensure that all of our students are prepared for the 21st Century.

Yours for a Better South Gwinnett,

Clay Hunter
Principal

*The Five R's @ South Gwinnett High School
Relationships, Respect, Relevance, & Rigor = Results*