



ALLATOONA HIGH SCHOOL EARLY DISMISSAL PROCEDURES

SENIOR EXAM DAYS WED 5/15 (3rd/4th) & THURS 5/16 (1st/2nd)

UNDERCLASSMEN EXAM DAYS – TUES 5/21 (1st/2nd) & WED 5/22 (3rd/4th)

NO PRE-ARRANGED CHECKOUTS:

All courses will have a final assessment, to include those classes that took an EOC test. Students are expected to attend school on final exam days unless they have met the final exam exemption policy.

- **Students must remain in class until the end of the period. Under no circumstances will students be allowed to leave an exam early.**
- Students who are exempting a final exam do not have to be at school during the time the exam is being administered; however, transportation is left to the parents.

WALK-IN CHECKOUTS:

Students must be in class for the entire period during exams. We DO NOT want to interrupt the classroom testing environment. However, if an urgent crisis arises – we will call students for dismissal as an **EMERGENCY ONLY**. Parent/Guardian/Contact will fill out form, show ID and student will be called up to checkout on the laptops in the attendance office.

CERTIFICATE OF ENROLLMENT:

Plan ahead if your student will be taking a Drivers Permit or Drivers License test over the summer – your student will need to request the Certificate of Enrollment in the attendance office NO LATER than FRIDAY, May 17th. As a reminder, these forms are a \$2 notarization fee. All forms that are requested in the month of May are valid with the DMV during the months of June and July since they realize that school offices are closed during the summer.