



ALLATOONA HIGH SCHOOL EARLY DISMISSAL PROCEDURES

HOMECOMING PEP RALLY

PRE-ARRANGED CHECKOUTS:

PRE-ARRANGED CHECKOUTS ARE PREFERRED DAILY – BUT MANDATORY ON PEP RALLY DAY!

EMAILED NOTES ARE THE BEST to theresa.bennett@cobbk12.org

We will only accept Pre-Arranged Checkouts 2:15-3:15!

Please turn in notes BEFORE Friday!

Notes must arrive **NO LATER than 4 hours ahead** of the checkout

3:15 is our last checkout of the day!

Pre-Arranged Checkouts 2:15-3:15!

Walk-In Checkouts End Promptly at 2:15!

NO CHECKOUTS WILL BE ALLOWED BY PHONE CALLS FOR ANY REASON!

WALK-IN CHECKOUTS:

Walk-in Checkouts will STOP PROMPTLY at 2:15.

Parent/Guardian/Contact will fill out form, show ID and student will be called up to checkout on the laptops in the attendance office UNTIL 2:15.

After 2:15 – All Walk-In Checkouts will END!

ALL NOTES SHOULD ALWAYS INCLUDE:

First and Last Name of the Student

Best Phone Number to Validate the Note

Time You Want the Student to Leave Class

First and Last Name/Signature of the Parent