

The Important Tips from Student Services for Parents and Guardians

Entrance into the building.

- In the morning, entrance is allowed through the administration doors (Door A), the athletic hall (Door U), and the glass staircase (Door K); all other doors are locked. After 8:20, entrance is only allowed through Door A. Students may leave via any door anytime of the day, as long as they have checked out at Student Services.

1st period Tardies.

- LHS believes attendance matters and students are required to be to school on time. After three tardies, students will receive consequences for arriving late. Anyone who is more than 15 minutes late will not be allowed to interrupt first period class. They will stay in the cafeteria until 2nd period.
- ***“Free Sweeps”***
 - ❖ Each student is given 3 “free sweeps” for being late each quarter, regardless of a parent call (***for 1st period only.***)
 - ❖ If a student arrives ***during*** the 15-minute grace period, and they have not used all their free sweeps, they will be allowed to enter their 1st period class.
 - ❖ After a student has used all 3 of their free sweeps for the quarter, the student will be directed to sit in the cafeteria.
 - ❖ Free sweeps (***1st period only***) do not require a parent/guardian call.
 - ❖ Parents **cannot** excuse a tardy.
 - ❖ Only a verified doctor’s note /appointment will allow a student to enter a classroom past the 15-minute grace period and suffice as an excused tardy.

No outside food.

- No outside food or drink is allowed in the LHS building, unless it is requested by a teacher for a particular classroom event. Any type of outside drinks such as Starbucks, Caribou, gas stations drinks and any fast food drinks or meals will be placed in trash receptacles upon entering the school or will be finished in the Student Services office, no matter how much of the drink or food is left. Only water is allowed in classrooms.

Open lunch rules and appointments during 4th and 5th hour.

- Open lunch is an earned privilege for upperclassmen. Any student who has not earned open lunch may only be excused for an absence during 4th or 5th period with a doctor’s note. All other excuses will be counted as a skip or unexcused, regardless if a parent or guardian has called to notify the office of the appointment or absence.
- Students who have been assigned open lunch will have to be back to school on time and before their next period starts. If they are not, they must sign in to Student Services and will be given a detention for being late.
- Open lunch is an earned ***privilege*** and may be revoked at any time by a principal if deemed necessary.
- Parents or guardians whose student does not have open lunch may come to Student Services to sign their student out for lunch at either the beginning of 4th or 5th period.

Items may be brought to students and getting messages to students.

- Students will be called down to get items during daily announcements.
- Students will be called down to Student Services during announcements to receive messages from parents or guardians. Student Services ***will not*** call into classrooms unless there is a family emergency that requires the student to leave the building immediately.

Students receive up to 2 school photo id's during the school year without charge.

- Students are always expected to carry a school photo id with them. Student ids are considered a safety measure and LHS takes safety seriously. Students are required to show their id upon entrance to the school. Continued disregard for this safety measure may result in discipline as determined by a principal. School id's can be replaced for \$5 at the school library.

Leaving when ill.

- Any student, who leaves early due to illness, must sign out in Student Services. It is necessary for a parent or guardian to call student services and give permission for their student to leave the campus. There are ***no acceptable reasons*** for a student to leave campus without first going to Student Services. Leaving the building without permission may result in an unexcused absence or skip.

LHS Dress Code.

- All students are required to wear appropriate attire. Any inappropriate attire may result in shirts being turned inside out, requesting a jacket or coat to be worn, a cover item may be given or, as a last resort, a student may be sent home.

Your student's attendance and safety are important. To ensure your student receives the best education possible regular attendance and on time arrivals are a must. If any questions arise during the school year you may contact a LHS principal at 367-7990. We look forward to your student having a successful year at Lincoln High School.

Best Regards,

Mr. Robert Grimm, Principal
Mr. Don Ryswyk, Assistant Principal
Mr. Lance Luitjens, Assistant Principal
& Mr. Joey Struwe, Activities Principal