

CHECK OUT POLICY for LHS PARENTS

- 1) Parents have to come in to check the student out, if the student does not drive (no sitting in their vehicles out front).
- 2) If the parent calls and states another person is picking them up, that person has to come inside to check out the student.
- 3) Parents cannot call hours in advance and say their student is checking out at “ _____ time”, they will have to call back and come in at the needed check out time.
- 4) If the student is checking out after 2:10 PM, the student has to come in and provide a note to the Front Office staff.
- 5) Students can only be checked out by contacts on their Yellow Card.