



# WOODGROVE HIGH SCHOOL

In order to minimize interruptions to classes and disruption to the school routine, the following has been implemented:

- When dropping off any items for your child, please check into the main office, make sure your item is labeled with your child's name on it and place on the table in front of the window in the office. This drop off is intended to be for your child only. We do not accept food or other items intended for a group of students. Please contact a teacher or sponsor to arrange for such a delivery. Please communicate with your child to pick up the item between classes only – students will not be allowed to leave a class to pick up items left at the front office table.
- Please note that we do not allow restaurant food deliveries for students at any time during the school day.
- Please arrange for all early dismissals in advance, in writing and the notes are to be given to Mrs. Clark, our Attendance Secretary before 9:15 a.m.