



LOS GATOS HIGH SCHOOL

BLOCK BELL SCHEDULE & ATTENDANCE POLICY

2018 - 2019

Odd "Orange" Day

Even "Black" Day

WARNING BELL 8:10

1st PERIOD (90)

Period begins 8:15
Period ends 9:45

2nd PERIOD (90)

Period begins 8:15
Period ends 9:45

TUTORIAL (35)

Period begins 9:45
Period ends 10:20

TUTORIAL (35)

Period begins 9:45
Period ends 10:20

3rd PERIOD (95)

Announcements
Period begins 10:25
Period ends 12:00

4th PERIOD (95)

Announcements
Period begins 10:25
Period ends 12:00

LUNCH (35)

Period begins 12:00
Warning Bell 12:35

LUNCH (35)

Period begins 12:00
Warning Bell 12:35

5th PERIOD (90)

Period begins 12:40
Period ends 2:10

6th PERIOD (90)

Period begins 12:40
Period ends 2:10

7th PERIOD (90)

Period begins 2:15
Period ends 3:45

Occasional Collaboration and Meeting Time

CLEARING ABSENCES: In order to excuse an absence, a parent/legal guardian must call the Attendance Office at 408-354-2731. If leaving a voice mail message, it must include the student's name, grade level, reason for absence, and date(s) of absence(s). **Parents or guardians have a 3 day (72-hour) window within which to place a call to the school to excuse an absence.** The 72-hour window begins at the start of the school day that the student is absent.

Students may not leave school without first checking out through the Attendance Office. **Failure to check out through the Attendance Office will result in a "class cut" which cannot be cleared.**

*If a student needs to leave campus before the end of the school day, the parent/guardian must **call the attendance office to give permission** for the student to leave campus **prior to the designated time**. The student then must come into the Attendance Office to pick up an off campus pass prior to leaving campus.*

Parents/guardians may not clear a student's absence for periods missed in the middle of the school day. For example a parent/guardian may not clear a student who misses 3rd period to work on a project for his/her 4th period class.