

# Notification to Students, Staff and Parents

It is an expectation that all OHS students make it to each class on time. The OHS staff has noticed that more and more students are being tardy to class after break and lunch. In order to prevent more tardies we will be conducting a lockout. The first lockout will occur during the week of September 22-26. Future, random lockouts may be called through out the year to ensure students are getting to classes on time.

The procedures for lockouts are as follows:

1. Classroom doors will be locked when the tardy bell rings.
2. Students will be directed to go immediately to the office to check in and receive a one hour detention.
3. Students will return to class and will be permitted back into classes with a note from the office or the detention slip in which they just received.
4. An announcement will be made over the school intercom after the tardy bell rings. The announcement will give students directions of how to proceed during the lockout.

This message has been placed in the school bulletin.

If there are any questions, please notify the school at 865-1210.