

### **Newnan Parking, Traffic, & Office Updates:**

It's going to be a great year! All students and families are reminded that we are still wrapping up the final phase of our renovation plan and we have major positive changes to our traffic patterns. Please leave early to allow yourself plenty of time to navigate our improved campus. Keep the following changes in mind and see any administrator if you have questions!

### **Morning Arrival Procedures**

The center of campus is a pedestrian area. No vehicle traffic is permitted in the center of campus.

### **Morning Car Riders**

Newnan now has a dedicated morning drop off loop for car riders! Parents are encouraged to drop off car riders in the morning drop off loop. The morning drop off loop is located off of Water Works Rd at the campus entrance nearest the New Gym. Lagrange St remains a busy public road and we discourage parents from dropping off students on Lagrange St after 7:45 am. The drop off car loop is way traffic with two lanes. Staff and Newnan Police Department will be on hand to help with the new pattern. This car loop is only for morning drop off. No students may be dropped off or picked up on Armory Rd in the morning or afternoon. No u-turns are allowed on Armory Rd at any time.

### **Morning Student Locations**

Upon arrival, all students have an assigned location where they are to report.

### **9th Graders:**

Ninth graders who wish to eat breakfast will report to the 9th grade cafeteria. The 9th grade cafeteria is located in the bottom of the 9th grade building and is accessible at the doors nearest the baseball field. Students who wish to eat breakfast will remain in the 9th grade cafeteria until the bell rings to report to first block/advisement. 9th Graders who do not wish to eat breakfast will report upstairs in the New Gym. The New Gym is located nearest the 9th grade building. Students will enter the doors nearest the 9th grade building and Field House. These students will remain in the New Gym until released by the bell to report to first block/advisement.

### **10th-12th Graders:**

10th-12th Graders who wish to eat breakfast will report to the Main Cafeteria located in the Main Building on Lagrange St. Students who wish to eat breakfast will remain in the Main Cafeteria until the bell rings to report to first block/advisement. 10th-12th Graders who do not wish to eat breakfast will report to Old Gym located on Lagrange St next to the Main Media Center and Main Building. These students will remain in the Old Gym until released by the bell to report to first block/advisement.

### **Student Parking**

Students do not need a parking permit the first day of school. Permits will be on sale the first week of school and cost \$20. All students parking on campus must have a parking permit by the second week of school or risk being fined or having their vehicle towed. This includes all four school streets surrounding NHS, including Lagrange St, Armory Rd, Water Works Rd, Sewell Rd, and the lower practice field parking. Students may park in any legal parking space that is **not numbered**. Students do not have assigned parking spaces at this time. Seniors will receive Gold Parking Permits assigned to them. These gold permits are required in order to park in the two Gold Lots. These lots are first come first serve for seniors only. New this year, both Gold Lot 1 and Gold Lot 2 are on the New Gym side of campus. This will have the majority of seniors parking closer to most buildings. This will also decrease the student traffic on the bus loading side of campus. All other students will receive blue parking permits. Only 12<sup>th</sup> graders are allowed to park in dedicated gold lots. The 9th grade parking lot is now parking for staff only. The new parking lot that will open in early to mid-September will be additional student parking. We have plenty of parking for staff and students on day one, but students who prefer to park closer to their first block class are encouraged to arrive early.

### **Lunch Routines**

All 9th Graders will eat lunch in the 9th Grade Cafeteria. All 10th-12th Graders will eat lunch in the Main Cafeteria. Students may choose to bring their lunch or select from the lunch options provided by food services. Administrators are on duty every lunch to assist students in the lunchroom to ensure every student has the option to eat lunch.

### **Afternoon Dismissal Procedures**

Seniors are released when the afternoon announcements begin at approximately 3:25. All other students are released with the bell at 3:30. Car riders and students who walk home are to be off campus by 3:40 unless they are under the direct supervision of a certified teacher. Car riders are to be picked up in the afternoon from the Main Building steps on Lagrange St. Car riders are not allowed in the bus loading zone in the afternoons.

Bus riders will report to the new "Cougar Commons" immediately after the bell rings. The Cougar Commons is the new, large covered area on Armory Rd between the 700 Building and the Main Building. Students are to remain under the pavilion behind the supervision line until directed by staff to load their bus. Please be aware that buses arrive and depart from NHS in a different order every day. We will announce and tweet all bus changes each day, but it is the responsibility of the student to listen for the bus changes and to verify any changes at bus loading. Staff member will be on hand to assist students with locating their buses.

No students may be dropped off/picked up on Armory Rd in the morning/afternoon. No u-turns are allowed on Armory Rd at any time.

### **Visitor Check-In and Student Attendance**

All visitors and parents needing to checkout students will report directly to the Visitor/Parent Window in the Main Lobby of the Main Building. Visitors and parents must have a visitors pass on them at all times while on campus and will need to check out at the Visitor/Parent Window. Parents may not drop off lunches or items in the 9<sup>th</sup> Grade Building.

### **Bus Notes and Attendance Notes:**

Students who need to drop off bus notes, attendance notes, or to check in late to school will report to the Student Attendance Desk in the Attendance Office located on the 100 Hall.

### **Late Arrivals:**

Students who arrive before 9:15 but after the first block tardy bell will report to room 319 in Lower 300 to receive a tardy pass. Students arriving after 9:15 to school will check in at the Student Attendance Window on the 100 Hall of the Main Building.

### **Chromebooks**

Chromebooks are handled through the 9th Grade Learning Lab upstairs in the 9th Grade Building, before school, after school, between classes, or during all four lunches.

### **Office & Building Location Changes**

The 300 building now has multiple entrances. We refer to this building as Upper 300, Middle 300, and Lower 300. The Clinic is located in Upper 300.

### **Administrators and Counselors:**

**All students are assigned and administrator and a counselor.**

### **2017-2018 Admin & Counselor Caseloads**

<b>9th Gr. (9th Gr. Office)</b>	<b>11<sup>th</sup>-12<sup>th</sup> Gr. Last Name A-G</b>	<b>11<sup>th</sup>-12<sup>th</sup> Gr. Last Name H-M</b>	<b>11<sup>th</sup>-12<sup>th</sup> Gr. Last Name N-Z</b>
Rick Surret, AP Candice Sears, Counselor	Jeff Bryant, AP Athletic Office	Randy Robbins, AP Principal's Office	Bennie Rhodes, AP Lower 300 Office
<b>10th Gr. (Upper 300 Office)</b> Phyllis Hall, AP Sally Brass, Counselor	Mike Barnes, Counselor Main Counseling Office	Pam Lewis, Counselor Main Counseling Office	Emma Shelnut, Counselor 100 Counseling Office