



# LOS GATOS HIGH SCHOOL

## BLOCK BELL SCHEDULE & ATTENDANCE POLICY

### 2017 - 2018

#### 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

**NOTE:** 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 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.