



WEEKDAY SCHEDULE FOR 2024-25

MONDAY - THURSDAY				
STAFFING		TIME	EVENT	ATTENDANCE TAKEN
OFFICE STAFF	BEFORE SCHOOL	8:00 AM – 8:45 AM	MORNING CHECK-IN (<i>CAFETERIA</i>) BREAKFAST	<input checked="" type="checkbox"/>
TEACHING STAFF	CLASS TIME (DURING SCHOOL)	8:45 AM – 9:00 AM	OFFICE HOURS	<input checked="" type="checkbox"/>
		9:00 AM – 10:15 AM	PERIOD 1	<input checked="" type="checkbox"/>
		10:20 AM – 11:35 AM	PERIOD 2	<input checked="" type="checkbox"/>
		11:40 AM – 12:55 PM	PERIOD 3 (<i>LUNCH 1</i>)	<input checked="" type="checkbox"/>
		1:00 PM – 2:15 PM	PERIOD 4 (<i>LUNCH 2</i>)	<input checked="" type="checkbox"/>
	2:20 PM – 3:35 PM	PERIOD 5	<input checked="" type="checkbox"/>	
	AFTER SCHOOL	3:45 PM – 4:45 PM	OFFICE HOURS	<input checked="" type="checkbox"/>
DORM STAFF	EVENING PROGRAMMING	3:45 PM – 4:45 PM	SCHOOL CLUBS	
		5:00 – 6:00 PM	DINNER	
		6:00 – 7:30 PM	STUDY HALL (<i>CAFETERIA G9, G10, G11 & LEARNING COMMONS G12</i>)	<input checked="" type="checkbox"/>
		9:30 PM 10:30 PM 11:00 PM	NIGHT CHECK-IN (<i>DORMS</i>) LIGHTS OUT AND QUIET TIME WIFI DISABLED	<input checked="" type="checkbox"/>

FRIDAY				
STAFFING		TIME	EVENT	ATTENDANCE TAKEN
OFFICE STAFF	BEFORE SCHOOL	7:45 AM – 8:15 AM	MORNING CHECK-IN (<i>CAFETERIA</i>) BREAKFAST	<input checked="" type="checkbox"/>
TEACHING STAFF	CLASS TIME (DURING SCHOOL)	8:00 AM – 8:45 AM	OFFICE HOURS	<input checked="" type="checkbox"/>
		9:00 AM – 10:15 AM	PERIOD 1	<input checked="" type="checkbox"/>
		10:20 AM – 11:35 AM	PERIOD 2	<input checked="" type="checkbox"/>
		11:40 AM – 12:55 PM	PERIOD 3 (<i>LUNCH 1</i>)	<input checked="" type="checkbox"/>
		1:00 PM – 2:15 PM	PERIOD 4 (<i>LUNCH 2</i>)	<input checked="" type="checkbox"/>
	2:20 PM – 3:35 PM	PERIOD 5	<input checked="" type="checkbox"/>	
DORM STAFF & EVENTS AND ACTIVITIES STAFF	AFTER SCHOOL	3:45 PM – 4:45 PM	SCHOOL CLUBS	
	EVENING PROGRAMMING	5:00 – 6:00 PM	DINNER	
		6:00 – 9:00 PM	EVENTS AND ACTIVITIES	
		10:00 PM	NIGHT CHECK-IN (<i>DORMS</i>)	<input checked="" type="checkbox"/>



WEEKEND SCHEDULE FOR 2024-25

SATURDAY				
STAFFING		TIME	EVENT	ATTENDANCE TAKEN
DORM STAFF	MORNING	9:30 AM – 11:00 AM	** SATURDAY MORNING STUDY HALL	<input checked="" type="checkbox"/>
OFFICE STAFF		11:00 AM – 1:00 PM	BRUNCH	
EVENTS AND ACTIVITIES STAFF	AFTERNOON PROGRAMMING	1:00 PM – 5:00 PM	AFTERNOON EVENTS AND ACTIVITIES	
DORM STAFF	EVENING PROGRAMMING	5:00 – 6:00 PM	DINNER	
		6:30 – 8:30 PM	EVENING EVENTS & ACTIVITIES	
		10:00 PM	NIGHT CHECK-IN (<i>DORMS</i>)	<input checked="" type="checkbox"/>

SUNDAY				
STAFFING		TIME	EVENT	ATTENDANCE TAKEN
OFFICE STAFF	MORNING	11:00 AM – 1:00 PM	BRUNCH	
EVENTS AND ACTIVITIES STAFF	AFTERNOON PROGRAMMING	1:00 PM – 5:00 PM	AFTERNOON EVENTS AND ACTIVITIES	
DORM STAFF	EVENING PROGRAMMING	5:30 – 6:30 PM	DINNER	
		6:30 – 8:00 PM	DORM CLEANING	<input checked="" type="checkbox"/>
		9:30 PM	NIGHT CHECK-IN (<i>DORMS</i>)	<input checked="" type="checkbox"/>

*** DAILY WEEKDAY MORNING CHECK-IN & UNIFORM CHECK**

* AT 8:30 AM, DORM STAFF WILL WAKE UP THOSE THAT ARE LATE FOR SCHOOL AND SEND STUDENTS BACK THAT ARE OUT OF UNIFORM

*** STUDENTS ARE NOT ALLOWED TO RETURN TO THEIR DORMS DURING CLASS TIME** (DORMS WILL BE LOCKED)

*** NO CELL PHONES DURING CLASS-TIME, OFFICE HOURS, OR STUDY HALL**

*** BI-WEEKLY DORM INSPECTION (PASS, WARNING, & FAIL – AS A PART OF STUDENT MANAGEMENT PLAN)**

*** 3 LATES / ABSENCES IN A SEMESTER IN A SINGLE CLASS**

*** CONSEQUENCES – SATURDAY MORNING STUDY HALL (1-4 WEEKS)**

***** STUDY HALL *****

- GRADE 12 ARE IN THE LEARNING COMMONS AND THOSE WITH AN 80% ARE EXEMPT (ONLY SEMESTER 1) AND PG STUDENTS (OPTIONAL) WILL BE GRANTED SPECIAL STUDY HALL PRIVILEGES.
- ALL OTHER GRADES ARE TO REPORT TO THE CAFETERIA
- STUDENT-ATHLETES REQUIRE A 70% IN ALL CLASSES (OTHERWISE, THEY ARE INELIGIBLE FOR PRACTICES, TRAINING, AND GAMES)

- WHEN TEAMS/STUDENT-ATHLETES MISS MORE THAN 2-DAYS OF CLASSES FOR A SPORTS-RELATED TRIP, COACHES MUST WORK WITH STUDENT-ATHLETES TO COMPLETE THEIR ASSESSMENT-TRACKING SHEET AND ENSURE STUDY HALL OPPORTUNITIES ARE PROVIDED ON THE ROAD.