

- You may enter the building at **7:20 a.m.** and are requested to be out of the building by **3:00 p.m.** unless you are under the direct supervision of a teacher (for help with work or in an activity). This should give you ample time to take care of any necessary school business before and after school.
- In the morning, you can check out equipment on the blacktop if it is good weather. It's the same process as at lunch!

- Students are not to be in the halls during class time. However, if it is necessary for you to be out of class, you are required to have a hall pass. **Be responsible with hall passes so that you can keep them!**

**And now.... some
tips to continue to
make DE the BEST.
SCHOOL. EVER.**

- ◎ Say “Hi!” to others and smile as you walk by them. Research proves you will make someone’s day and you will also feel happier.
- ◎ Be on time to class so teachers start on time. Pay attention to the music that will play between classes. It plays for one minute. When it stops, you have one minute left to get to class on time.

- ⦿ Stop to the **SIDE** in the hall if you want to talk and also don't block doorways.
- ⦿ Walk, don't run in the hallways. With 1100+ students, it keeps things a little safer and less chaotic. **(We promise, they won't run out of lunch down there!)**

- ⦿ Don't push, shove, kick, or play fight, even when you think you are being funny. Not only can people get hurt, but sometimes our friends get mad when we think we are just being funny.
- ⦿ Don't destroy property--the school's or anyone else's. If you vandalize, we have to pull out our amazing security camera skills. And we have so very many cameras.

- ◎ Be kind to the vending machines! Don't hit or kick them--they are doing their best!

- ◎ Be respectful when an adult gives you directions in the halls. They are just trying to help you understand expectations. Just say:
 - “Got it!”
 - “No problem!”
 - “I’ll work on it!”

- ◉ Keep things clean! Pick up after each class. Pick up trash if you see it in the halls and outside, and always put your trash in the trash can.

We are so grateful for our amazing custodial staff! Please don't engage in activities that create extra work for them.

If you need help cleaning up an accidental spill, they will be happy to provide what you need. We take pride in the neat appearance of our school. We hope you will, too!



**Do your part! What we
do affects others! We all
matter!**

Lost and Found

- The lost and found is located in the front office. There is also a lost & found in the cafeteria on the shelves when you walk in.

If you lost it during the day, it may not have been brought to the office yet. You may need to check your classes first.



Lost and Found

- If you know something is yours, feel free to take it! It makes the heart of the adult at home happy when you claim your belongings.



