



## **Grand Island High School Bell Schedule**

<b>Period</b>	<b>7:32</b>	<b>Warning Bell</b>
<b>HR/1</b>	<b>7:34 – 8:20</b>	
<b>2</b>	<b>8:24 – 9:05</b>	
<b>3</b>	<b>9:09 – 9:50</b>	
<b>4</b>	<b>9:54 – 10:35</b>	
<b>5</b>	<b>10:39 – 11:20</b>	<b>1<sup>st</sup> Lunch</b>
<b>6</b>	<b>11:24 – 12:05</b>	<b>2<sup>nd</sup> Lunch</b>
<b>7</b>	<b>12:09 – 12:50</b>	<b>3<sup>rd</sup> Lunch</b>
<b>8</b>	<b>12:54 – 1:35</b>	<b>4<sup>th</sup> Lunch</b>
<b>9</b>	<b>1:39 – 2:20</b>	

### **Attendance Procedures**

**If your child will be absent from school, please call the GHS Attendance Office at (716)773-8884.**

- Following any absence or tardiness to school, please be sure to have your child bring a written note with parent signature to the attendance office upon return to school.
- **This written absence excuse note must include: the student's first and last name, date of absence, reason for absence, parent signature, and parent contact information should we have any questions.**
- You may also e-mail a scanned copy of the absence excuse note (must include parent signature) to the Attendance Office at [gihattendance@gicsd.org](mailto:gihattendance@gicsd.org). Please note that e-mailed notes will only be accepted from e-mail addresses on file with Infinite Campus. Please be sure to check and update your parent contact information through the Parent Portal.
- Students are expected to report directly to their first period class (homerooms) when they arrive at school. Attendance is taken in first period class. **Students should be in class by 7:32am.**
- Students who arrive late are to report directly to the Attendance Office to submit their written excuse note with parent signature and receive a late arrival pass. The late arrival pass admits students to classes. *(Please refer to the information contained in the Student-Parent Handbook for additional information.)*
- Students who are tardy or absent from school should bring a written absence excuse note upon return. If an absence excuse note is not provided upon return, students will have up to one (1) school day following a tardy/absence to bring in the written parental excuse. Written absence excuses with parent signature should be brought directly to the Attendance Office or e-mailed to [gihattendance.org](mailto:gihattendance.org), as outline above. Unexcused absences (no written excuse received) are reported as illegal days of absence. When a student is illegally absent without parent consent, he/she may be considered truant. A student who is truant may not be entitled to make-up work or tests, and decisions in these cases will be left to the discretion of the classroom teacher.
- Students who are ill and wish to be sent home early can only be excused via the school nurse from the Health Office. This includes early dismissal from detention in cases of illness.
- Students who attend a morning CTE program at KenTon or Harkness Center BOCES, and students who have an approved Late Arrival Pass, are required to sign in at the Attendance Office daily. Students who fail to do so will be marked absent for the entire school day.

***For additional information about student attendance, please refer to the Student-Parent Handbook available online through the GHS webpage or through student e-mail. You may also contact the GHS Attendance Office with any questions specific to your student.***