## Good afternoon staff and students!

We are excited to announce the completion of the secured vestibule off of Fisher Rd. With the completion of the vestibule, we will be altering some procedures when entering or leaving South once school starts and the doors lock at 8:06 am. Starting Monday, November 18, the following adjustments to our procedures will be implemented:

- Students entering the school building after 8:06 am must enter the building through the secured vestibule off of Fisher Road.
- Students signing out of school will be directed to exit the building through the secured vestibule. Please make sure you gather all of your belongings prior to signing out in the attendance office and make sure you are prepared for inclement weather conditions.

At lunch time, you are still able to exit the building as you have in the past. When returning from lunch, students are able to return to the building through door C, which is next to Cleminson Hall, or door K, which is in the S building and facing the S lot. Both of these doors are manned by one of our hall monitors.

Students needing access to an ADA accessible entrance will have access to the following doors when entering or leaving the building:

- Greenhouse doors (door E)
- Door L (by the elevator in the S building)
- Door A (back of the main building under the bridge)

We have asked in the past for students not to open doors for anyone outside of the building. We will again reiterate, please do not open the doors for anyone seeking entrance into the building once we have started school and locked the doors. We realize that sometimes it is an inconvenience to walk around, however, opening the doors for others leaves us vulnerable. Please take the time to walk around to the secured entrance.

A map has been provided for you to locate the appropriate entrances and exits during the school day.

