

Angola High School

Some things change . . .

Procedures

- Our Day:
 - School starts at 8:00 am
 - School ends at 3:15 pm
- Contact:
 - Phone: 260-665-2186
 - Fax: 260-665-7012
 - Web: ahs.msdssteuben.k12.in.us
- Attendance:
 - We do not accept notes; students who are absent, arrive late, or leave early must have a call-in from a legal guardian (even if the student is eighteen).
 - If your child will be missing school or has an appointment please call the school office by **8:45am**, 260-665-2186 ext. 2991. Failure to do so can result in an Unexcused absence for that day.
- Appointments throughout the day:
 - Students (with a morning call-in) who need to leave for an appointment will be listed on a daily list that is published to teachers.
 - They will not receive a pass but just need to let the teacher know when they are supposed to leave class.
 - Students with later call-ins will receive a pass delivered to their classroom.
 - All students leaving early or arriving late must sign in or out at the security desk.
- Clinic:
 - Students who become ill during the school day should report directly to the health clinic. Phone calls home will be made by the clinic staff before any student is released to leave school. Students who call/text parents from a classroom, restroom, locker, etc. only slow down the process.
 - Student medications **MUST** be kept in the clinic. A medicine form will be sent home at the beginning of the year or can be picked up in the main office. Forms must be signed and returned along with a labeled, unopened container of medicine. This allows the clinic staff to administer medications to your student at school when needed.
- All Policies and Procedures:
 - View the AHS Student Handbook by visiting <http://ahs.msdssteuben.k12.in.us/document-library/parent-and-student-information/96-2019-2020-student-handbook/file>

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- Angola High School students, parents, staff, and administrators all rely on PowerSchool for contact information, grading, and communication. Please make sure to update any demographic information as necessary.
- Students and parents who do not have a PS access account are encouraged to create one as soon as possible. Contact the AMS or AHS office for information on how to create an account.