



Mr. Tim Jones, Principal
Mr. Shannon Abraham, Vice-Principal
Dr. Lora Filsinger, Assistant Principal
Mr. Kevin Gideon, Assistant Principal
Mr. Billy Holt, Assistant Principal

BARTLETT HIGH SCHOOL
5688 WOODLAWN AVENUE
BARTLETT, TN 38134

February 22, 2016

Parents,

In order to maintain safety of all students within Bartlett High School, the following procedures are expectations for ALL visitors to our campus.

1. During school hours, parents should report to the Attendance Office located in Building A when dropping off or checking out a student.
2. The attendance office staff will notify the classroom teacher to alert him/her of the situation.
3. If additional staff is required to transition your student, BCS staff will transition the student from the parent vehicle to the classroom.
4. Parents that wish to enter the school must have a meeting scheduled and must check-in the main office.

Thank you,

A handwritten signature in black ink, appearing to read 'Tim Jones', is written over a large, stylized, scribbled-out signature.

Tim Jones
Principal

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