



Booker T. Washington High School
45 Whitehouse Dr., SW
Atlanta, GA 30314
William C. Wade, Ed.S
Principal
(404) 802 – 4600

July 22, 2024

Dear Staff, Students, and Families of Booker T. Washington High School,

Ensuring the safety and security of our school community is our highest priority. As we strive to create a safe and conducive learning environment for everyone, I would like to remind you of some critical safety protocols that must be strictly adhered to:

Security of External Doors

- Do not open any external doors on the first floor of the main building, the Technology Building, or the Fine Arts Building. Opening these doors compromises our safety and security measures, creating potential risks for everyone in the school. All entry and exit should be through the designated main entrances where security protocols are in place.

Food Deliveries

- Students are not allowed to order food for delivery using services like DoorDash or Uber Eats. These deliveries disrupt the school environment and can also pose security risks. If students are observed using any of these services, disciplinary actions will be taken.

Disciplinary Actions

Violations of these safety and security protocols will result in the following disciplinary actions:

1. Phone Calls Home: Parents or guardians will be contacted to inform them of the breach.
2. In-School Suspension (ISS): Students may be placed in ISS for a designated period.
3. Out-of-School Suspension (OSS): In cases of repeated or severe violations, OSS may be enforced.

We ask for your cooperation in adhering to these guidelines to maintain a safe and secure environment for our entire school community. Your vigilance and commitment to these protocols are essential in protecting the well-being of our students and staff.

Thank you for your understanding and support in these matters. Together, we can ensure that Booker T. Washington High School remains a safe and welcoming place for all.

Yours in Educational Service,

William C. Wade

Principal, Educator, and Humanitarian
Booker T. Washington High School