

Off Campus Permission Form 2014-2015

The School does not require "Off Campus Permission" for students who desire to leave campus between the end of scheduled classes and after-school activities. Parents should communicate their own rules to their child(ren) regarding this time.

Students need permission from the School to go off campus during the academic day, i.e. from 8:15 a.m. until 3:05 p.m.

The following rules apply:

- During a free period block or during lunch, students can leave campus provided they return to meet their school obligations. If a free period is a long block, or is adjacent to lunch, students may be off-campus for up to one hour.
- Students cannot go off campus on Tuesday during advisory lunch.
 - ... Seniors are allowed to leave campus three times a week during a free period or lunch.
 - ... Juniors are allowed to leave campus once a week during a free period or lunch.
 - ... Sophomores are allowed to leave campus once a month during free period or lunch.
 - ... Freshmen are allowed to leave campus twice a semester during a free period or lunch.
- Students must sign out the sign out book located outside the Upper School Office, Room 107 A. Students must list the date, their name, exact destination, time departed, homeroom advisor that granted them permission to go off campus, and, when they return, the time of their return.
- A student is not allowed to sign out another student.
- Student behavior off campus is guided by the School's *Values* and *Rules* as written in the *Student Handbook*.
- Abuse of off-campus privileges or other school rules, while off campus, will result in loss of the privilege and/or suspension or in other disciplinary action depending on the nature of the infraction.

Student's name: _____ Grade **9 10 11 12**
Last Name First Name

Advisor: _____ Date: _____

**Please check as many boxes as necessary to indicate
the off-campus permission you are granting your child.**

- _____ I do not want my child to have off-campus privileges.
- _____ I give permission for my child to be granted off-campus privileges.
- _____ I give permission for my child to drive his/her car during his/her off-campus time.
- _____ I give my child permission to be driven by other students during off-campus time.

I understand the off-campus rules and agree to abide by them:

Parent's Name Printed Parent's Signature

Student's Name Printed Student's Signature

THIS FORM IS DUE IN THE UPPER SCHOOL OFFICE PRIOR TO THE START OF SCHOOL.