

Pre-Approved Early Dismissal Request for December 20, 2017

All students will take Period 3 and 4 final exams on Wednesday, December 20. The schedule for the day will be as follows:

9:20-10:50 **Period 3 Exam**
10:50-11:00 break
11:00-12:30 **Period 4 Exam**
12:35-1:35 **Lunch**
1:40-2:45 Students in Study Hall
2:45 Buses depart

If a student needs an early dismissal that day, he/she must fill out this form. This form **must be completed and turned in** to the front office by:

Friday, December 15, 2017

Student Name: _____ **Grade:** _____ is requesting permission to leave school after completing the 4th period exam for the following reason: _____.

Please select from the following:

___ Student will be picked up from school by a guardian or person on the emergency contact list.

___ Student drives to school and will be driving himself/herself off campus.

*****Students may not leave campus with other students*****

*****Students will be issued a specific pass on this date at the time of dismissal*****

*****Only those students issued the approved pass will be permitted to leave campus*****

I am the parent/guardian of this student and I approve of this early dismissal request.

Parent Signature: _____ **Date:** _____

Phone Number: _____ **Email:** _____

Administrator Signature: _____ **EXCUSED** **UNEXCUSED** **Date:** _____