

WALTER PANAS HIGH SCHOOL
PERMANENT EARLY LEAVE REQUEST FORM
Upperclassmen

All upperclassmen that have obtained permission to drive to school and have an assigned study hall at the end of the day may apply for a permanent early leave from school. To be eligible, upperclassmen and their parents must agree to the guidelines listed below.

1. **All students must agree to leave the building and school grounds immediately after the last scheduled class. Students may not be on school grounds after the end of their scheduled day unless they have business to attend to.** For example, a meeting with a teacher, counselor, or administrator.
2. All students with early leave privileges must adhere to all of the rules and regulations outlined for student parking. This includes the expectation that students leave in a safe and orderly manner. Failure to follow parking rules may result in the loss of early leave privileges.
3. Students must realize that administrative disciplinary consequences take priority over early leave. (Students may be required to remain to serve an In-School suspension or after-school detention.)
4. Students should be reminded that a change in schedule could mean that the early leave is no longer possible.
5. Students must agree not to transport other students off campus who do not have permission to leave early.
6. **An administrator must sign this form and the student must receive a corrected schedule from his/her counselor before the early leave goes into effect.** Students who take advantage of the privilege without permission are in danger of not being granted an early leave privilege.
7. **Seniors who are in danger of not graduating due to one or more failing grades will lose their early leave privilege.**

TODAY'S DATE

I have read and agreed to the rules for early leave.

STUDENT NAME (Please Print)

GRADE

STUDENT SIGNATURE

I have reviewed the guidelines with my child, and I give my child permission to leave early from school on the days and at the time listed. I accept full responsibility for the means of transportation used for this permanent early leave.

PARENT SIGNATURE

EARLY LEAVE PERIOD: _____

CYCLE DAYS: A B C D E F

Administrator's Signature

Logged _____