

# REQUEST FOR LATE START/EARLY DISMISSAL

If a student is scheduled for a study hall at the beginning or the end of the day, under certain conditions they may sign out and leave the building instead of attending their study hall. This is NOT an automatic right for all students, rather, it is a privilege granted to the student by the administration and may be revoked due to poor citizenship and/or unsatisfactory academic performance. Several guidelines must be followed in the late start/early dismissal procedure:

1. Students, who are passing all subjects, have good attendance and who do not have discipline problems are permitted to apply for late start/early dismissal.
2. A late start/early dismissal request card must be obtained by the student and must be returned, signed by a parent each semester before the student may utilize the late start/early dismissal privilege.
3. Students who take advantage of late arrival may not be on school property until ten minutes before class starts and must report to class on time. **Late arrivals must attend homeroom on "B" scheduled days.**
4. Students who take advantage of early dismissal must leave the school building and campus immediately upon their dismissal from their regular class of the day.

Student ID# \_\_\_\_\_

**To Parkland High School Attendance Office:**

I am requesting the issuance of a Parkland Dismissal card to my son/daughter, \_\_\_\_\_ for school year \_\_\_\_\_. I understand that \_\_\_\_\_ has study halls at the beginning of the day/or at the end of the day, Therefore, please excuse the above named from the following beginning of the day/or end-of-the-day study halls:

Day 1: Period(s) 1 \_\_\_\_\_ or 1 & 2 \_\_\_\_\_ 8 & 9 \_\_\_\_\_ or 9 \_\_\_\_\_

Day 2: Period(s) 1 \_\_\_\_\_ or 1 & 2 \_\_\_\_\_ 8 & 9 \_\_\_\_\_ or 9 \_\_\_\_\_

Day 3: Period(s) 1 \_\_\_\_\_ or 1 & 2 \_\_\_\_\_ 8 & 9 \_\_\_\_\_ or 9 \_\_\_\_\_

Day 4: Period(s) 1 \_\_\_\_\_ or 1 & 2 \_\_\_\_\_ 8 & 9 \_\_\_\_\_ or 9 \_\_\_\_\_

Day 5: Period(s) 1 \_\_\_\_\_ or 1 & 2 \_\_\_\_\_ 8 & 9 \_\_\_\_\_ or 9 \_\_\_\_\_

Day 6: Period(s) 1 \_\_\_\_\_ or 1 & 2 \_\_\_\_\_ 8 & 9 \_\_\_\_\_ or 9 \_\_\_\_\_

I do understand that the above named must leave school property immediately. I also recognize that I must assume responsibility for transportation. I recognize that failure to comply with these conditions will result in the revoking of the early dismissal privilege.

Parent's Name (Print): \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

Home Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Student's Grade: \_\_\_\_\_