

MCC-Instructions to view/modify Parental Permission

Following are the instructions to view and/or change permission for a junior or senior to go off campus for lunch.

Other restrictions still apply:

- Have their official picture ID (no temporary IDs).
- Have no more than five tardies or one unexcused absence in a given four-and-a-half week period.
- Are passing all courses at the mid-quarter progress reporting or end-of-quarter time.
- Have no severe disciplinary infractions.

Log in to Family Access.

Click on "Student Info" on the left side.

Click on "Request Changes for <Student Name> " (near the top right).

Click on "Student Information".

You will see a section entitled "Allow Publication of Student's Name for:" towards the bottom. This is the section that contains the off-campus lunch, military, media, and student directory options.

Make any changes you wish to the options in that section.

Click the "Save" button.