



Wakulla High School Early Dismissal Policy & Form

This form **must be turned in by 10:00 AM** the day of early dismissal to request Early dismissal, not an excused absence.

- The student will be issued an early dismissal pass, permitting them to leave class at the appropriate time.
- Emails, phone calls, and faxes will not be accepted to check-out early.
- An early dismissal form is also **REQUIRED** for students to drive off of campus during school hours.

Student Name: _____

Student ID: _____

Date & Time of Dismissal: _____

Reason for Dismissal

- Medical Appointment
- Death in the Family (Funeral)
- Court Appearance
- Other: _____

How will the student be leaving campus?

- Parent/Guardian Pickup
- Self-driver
- Walking/Bike
- Other: _____

Name of person picking up student: _____

(Parent/Guardian Name)

(Parent/Guardian Phone Number)

(Parent/Guardian Signature)

(Today's Date)

OFFICE USE ONLY

Excused

Unexcused

Doctor's Note

Parent Note

Signature