



Falls Lake Academy Off Campus Lunch Release Permission Form

All students leaving campus must have this permission form signed and on file with the office. Juniors and Seniors wishing to leave campus during firetime/lunch Tuesday-Fridays must be in good standing academically. This means they must have a Mastery or Proficient in all classes on Monday during PAA when grades are checked. Grades will not be checked later in the week to determine off campus lunch eligibility. Good academic standing also includes being up to date on the Capstone Project assignments. Students must also be in good standing behaviorally and in regards to attendance. If a student has silent lunch detention assigned, they may not go off campus for lunch during firetime on their assigned lunch detention day, even if they were eligible for an off campus lunch pass that week. An assigned lunch detention revokes off campus privileges for that day.

As part of the off campus firetime/lunch, students report to their PAA every Monday during Firetime since Monday is a closed campus day. No students may leave campus on Mondays for off campus lunch. Juniors and Seniors should plan to buy or bring their lunches every Monday. Students who are not eligible to go off campus due to grades, discipline, etc. may not have their parents call to sign them out for lunch and sign them back in after lunch. This includes freshman and sophomores and is true for every day of the week. If a student is signed out for lunch, they cannot sign back in for the rest of the day. This will be counted as an unexcused absence unless they return with a note from a medical provider.

Students must have passing grades (M and P's only), be up to date on Capstone Project assignments, have no excessive tardies and/or absences and no write ups in order to receive approval from their PAA via the SmartPass electronic hall pass system that will give them permission to leave campus for lunch for the remainder of the week. Students must request a SmartPass on Mondays during PAA time for Tuesday-Friday of that same week. Passes not submitted on a Monday means a student loses off campus lunch privileges for that week. Students must check in with the Director or her designee in the high school front lobby prior to leaving campus so the staff member can ensure they have a valid pass.

Students will be expected to exit and return to campus via Green Road. Students must return to campus on time. Falls Lake Academy will not be responsible for the well being of students that leave campus. However, we expect students to use good judgment and represent Falls Lake Academy with dignity and respect while off campus.

Students that do not follow these procedures or who arrive late from off campus lunch, will have their release form revoked for a period of time up to the remainder of the year.

To be completed by parent:

By signing this form, I give permission for my child _____
to leave Falls Lake Academy High School during off campus firetime/lunch periods
Tuesdays-Fridays only if eligible to go off campus given guidelines listed above. I hold
Falls Lake Academy harmless when my child leaves school campus during this time
period. I understand that I may revoke this privilege at any time by informing the school
office in writing.

Parent Name: _____

Parent Signature: _____

Date: _____

To be completed by student:

I, _____, agree to abide by all school rules while on off
campus for firetime/lunch release and agree to abide by the procedures for off campus
firetime/lunch release. I understand that my release privilege may be revoked by school
administration for any violation of school policy and procedures. I agree not to transport
off campus any student who is not authorized to leave campus and understand that
doing so will result in revocation of my privilege to leave campus. I will represent Falls
Lake Academy well while off campus.

Student Name: _____

Student PAA: _____

Student Signature: _____

Date: _____