



## Early School Departure Policy

### Guidelines

Scholars with parent/legal guardian permission may receive approval for an early school departure provided their class schedules have been completed for the day. Permission may be granted by the principal and pupil services director only:

1. For those scholars in work experience programs administered by the school,
2. For those scholars having jobs, provided that their employer and parent or legal guardian certify to the principal or his designee such employment and provide the school with an official work permit,
3. For those scholars with disability conditions requiring them to leave school immediately after completing their daily schedule,
4. For those scholars enrolled in educational placements outside of the High School that are part of the scholars' daily schedule if school bus transportation is not provided, and
5. For those scholars who have circumstances requiring them to leave school before the end of the school day.

Early school departure eligibility will only be approved for scholars who are making adequate progress toward graduation requirements and whose class schedule works within the timeframe requested.

All early school departure requests require review and approval by the school principal and the Director of Pupil Services. Scholars are expected to follow their existing schedule until notified of approval by their College and Career Counselor.

### Scholar Participation Requirements

- Scholars must be in good standing with less than 6 credits needed to graduate. Your scholar's graduation requirements will be prioritized when adjusting for early school departure.
- Scholars must have achieved Pennsylvania Act 158 Pathway to Graduation requirements.
- Scholars must maintain a 2.5 in each class on their schedule. **If at any time the scholar drops below a 2.5 in any class, he/she will have 5 school days to improve that grade. If he/she does not, early school departure eligibility and participation will be terminated.**

### Termination

- Scholars must be on time to school, with no more than 3 unexcused absences.



**On the 4th unexcused absence, early school departure eligibility and participation will be terminated.**

- Scholars must be in good behavioral standing, with no in school suspensions(ISS) or out of school suspensions (OSS). **Upon earning an ISS or OSS, early school departure eligibility and participation will be terminated.**
- There will be NO RE-ENTRY. For scholar athletes there will be no staying in the building or re-entry. Scholars must leave at their early release time. Athletes can return at the sport event time by way of the coach letting them in the gym door. **If this procedure is not followed, early school departure eligibility and participation will be terminated.**
  - Any scholar with early school departure approval who would like to stay for an after school activity, must follow the above guidelines and re-enter the event at the correct spectator location and time.

**Transportation**

Transportation is the family/scholar’s responsibility. If scholars have a PTR bus pass, they will be permitted to use it. If scholars utilize the sending district (yellow bus), then transportation is the scholar’s/family’s responsibility.

**Scholar Agreement**

The scholar must agree to abide by and follow all expectations and criteria to maintain early school departure eligibility.

**Parent/Guardian Agreement**

Parents/Guardians must grant permission for their child to participate in early departure from school in agreement and collaboration with the school. Parents/guardians recognize that failure to comply with all of the early school departure criteria and expectations will result in their scholar’s removal from participation.

**Administration Approval**

Final approval is needed by the school principal and the director of pupil services. The principal can deny or pull the early school departure eligibility at any time, for any reason.

Approved By	Date
Dr. Tina Chekan <i>Tina Chekan</i>	January 27, 2025
Board of Trustees <i>[Signature]</i>	January 27, 2025