

January 2019 Final Examinations/Mid-Terms
Early Release/Late Arrival
Permission Form

Instructions To Parents/Guardians: In order to streamline the process of legally arriving late and/or leaving early when students do not have examinations, we have created this form.

If students have a Study Hall or Lunch during the first or third blocks each day (7:59 am – 10:02 am or 12:50 pm – 2:53 pm), they may sign out with approval. Please write Study Hall or Lunch on the appropriate line below and initial.

Students may not leave during the middle block (10:12 am – 12:45 pm) regardless if he/she has a Study Hall or Lunch and then return for the last block.

Please bring this form to the Attendance Office by no later than Tuesday, January 15, 2019.

January 18-23, 2019 Final Examination/Mid-Term Schedule

<u>Friday, January 18</u> (Day 5)	7:59 am - 10:02 am	Period 1 _____
	10:12 am - 12:45 pm	Period 8 _____
	12:50 pm - 2:53 pm	Period 7 _____
<u>Tuesday, January 22</u> (Day 6)	7:59 am - 10:02 am	Period 2 _____
	10:12 am - 12:45 pm	Period 4 _____
	12:50 pm - 2:53 pm	Period 6 _____
<u>Wednesday, January 23</u> (Day 1)	7:59 am - 10:02 am	Period 3 _____
	10:12 am - 12:45 pm	Period 9 _____
	12:50 pm - 2:53 pm	Period 5 _____

I, _____, give permission for _____
(Parent/Guardian) (Student)
to leave early and/or arrive late to school on the days noted above because he/she is only missing Study Hall or Lunch.

Parent/Guardian Signature: _____ Date: _____