

Guilderland High School

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ANN-MARIE MCMANUS
Assistant Principal

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Assistant Principal

Off Campus Parental Permission Form

I give permission for my twelfth grade son/daughter to change his/her Study Hall in to a Late Arrival or Early Dismissal or to report to the West Office to sign out of school for the period they were assigned to Study Hall. I understand my son/daughter must be a senior to receive this privilege, and any academic or behavioral infractions may result in the loss of the privilege. No schedule changes will be made to accommodate the creation of a Late Arrival or an Early Dismissal.

I understand that my child must adhere to all school policies when arriving and departing school as outlined by the student handbook and in accordance with policies as set forth by the Guilderland Central School District and Guilderland High School.

Block(s) Requested for Off Campus Permission:

1 AC

2 AC

3 AC

4 AC

1 BD

2 BD

3 BD

4 BD

Student Name _____
(please print)

Student Signature _____

Parent/Guardian's Name: _____
(please print)

Parent/Guardian's Signature: _____

This completed form must be given to the student's school counselor for the schedule to be changed and to officially take effect.

All students who have late arrival are expected to report directly to the Attendance Office to sign in for attendance purposes. Any child who is late to class will be considered tardy and will be subject to the same disciplinary consequences as a student who is expected to arrive at 7:30 a.m.

Students entering school after 7:40 a.m. must first report to the Attendance Office. Students entering after 7:40 a.m. will be considered an unexcused tardy unless medical office documentation is provided. Students may be subject to consequences by their teacher and/or administrator.

After six unexcused lates (per semester), a regular detention will be assigned. Additional late arrivals will result in extended detentions. Any student who finds that some EXTRAORDINARY CIRCUMSTANCES are causing unavoidable recurring tardiness to school should discuss the problem with the appropriate administrator BEFORE the student reaches six (6) tardies. These will be dealt with at the discretion of the administrator.