

Last Name: _____ Date of Request: _____ Period/s in Question: _____

Lyndon Institute Student Permission Form: LATE ARRIVAL/EARLY DISMISSAL

Eligible juniors and seniors with no early or late classes may request the privilege to arrive late to school and/or leave early rather than attending their assigned study halls. This form must be approved by all parties and the student **must** sign in/out at the receptionist's office every time they come and go. Students must either arrive and leave at the scheduled time, or else report to and remain in the assigned study hall if forfeiting the privilege.

To be eligible for this privilege, seniors must meet the following criteria:

- Non-residential student (residential students in the same position ARE required to attend study halls)
- Attendance in good standing
- No detentions received or left to serve
- No suspensions or class restrictions
- No academic suspension

All school rules apply and must be respected. Violation of school rules may result in loss of all privileges and the student will be required to return to study hall. Examples of violations:

- Tobacco/Drug violation
- Excessive tardiness
- Disrespecting authority/disruptive
- Vehicle violations
- Dress code violation
- Unexcused absences
- Behavioral issues
- Not signing in/out as required upon arrival
- Arriving early/leaving late without reporting to assigned study hall

If a student violates any school policies/procedures as stated in the *Student Handbook*, he/she must return to their **assigned study hall** until the Administrative Committee can meet and issues are resolved.

To The Parent/Guardian:

I give permission for my son/daughter to miss his/her study halls as stated above. I understand that Lyndon Institute will not be responsible for my son/daughter during their study halls that are affected by this late arrival/early dismissal.

Parent/Guardian Signature: _____ Date: _____

To The Student:

I agree to follow the above rules. I am aware if I should violate any policies/procedures, I may lose my privilege to arrive late/leave school early.

Student Signature: _____ Date: _____

College/Career Approval: _____ Date: _____

Mr. Hansen Approval: _____ Date: _____