

TEACHER PERMISSION FORM **STUDENT REQUEST FOR OFF CAMPUS ACTIVITY**

Today's date _____	STUDENT NAME _____ Gr. _____
Event Site _____	Date of Event _____
Name of Moderator _____	

☐ SHHS Sponsored Event

Field Trip Form required with this form

☐ Non-SHHS Sponsored Event

Parent approval required with this form

Student must have written parent permission!

In compliance with Handbook and School procedures, students requesting a leave of absence from partial or all classes, must obtain the signatures of all her classroom teachers. A teacher may deny the request if he/she deems that the student does not merit such a privilege due to academic and/or social behavior concerns. Non-SHHS sponsored events must have parent/guardian signed permission form and/or letter authorizing leave of absence. Since the school is legally responsible for students, only the Principal or a delegate can approve a student leaving the school during regular school hours. Non-SHHS sponsored events require parent/guardian to sign out student at the front office.

Student must obtain this form at least three (3) days before the event and return this form to the Event Moderator if SHHS Sponsored Event or to the Dean of Students if Non-SHHS sponsored event. Event Moderators will submit completed form to the Dean of Students two days before the event.

A student, who does not receive the signature of a particular teacher, may not attend the event and must report to all of her classes.

It is the student's responsibility to notify the teachers about the event, make up assignments, homework, class work, tests, projects, etc.

BLOCK A	ROOM	BLOCK B	ROOM
1		5	
2		6	
3		7	
4		Homeroom	

Office Use:

☐ Moderator _____ Dean of Discipline _____

☐ Attendance _____ Dean of Students _____

☐ Parental permission to go home via:

public bus _____ parent only _____ other parent _____ (name of other parent _____)