

Parent Authorization and Direction for After School Arrangements 2017-18 School Year

Alternate arrangements are intended to facilitate students' commuting, and activities are not intended to exempt students from supervision or to create an open-campus opportunity.

We provide the following Parent-Student Handbook excerpts for your ease of reference.

9.4 Signing Out and Signing in

In order to ensure the safety of our students, we need to know when a student has left campus for an approved reason. Students and parents are required to cooperate with sign-in and sign-out procedures.

An upper school student may sign out lower and middle school siblings to leave campus with them, provided that the parents' written consent for this is on file. (See consent form below.)

9.5.1 Lower and Middle Scholars

To ensure the safety of our students, every lower or middle scholar must participate in before or after school care when on campus, and not accompanied by a parent, during before and after school care hours. "Accompanied" means in the actual company of, and under continuous supervision by, the parent. Students may not evade after school supervision by virtue of the presence of a parent somewhere on campus.

9.5.3 Parking Lot

Upper scholars who, with their parents' approval, drive to and from school, will park in the west parking lot behind the high school building. They will move promptly from car to school when arriving, and will move promptly from school to car when leaving. They will not visit the car during the day, and will not leave campus during the day. Students will not linger in the parking lot and will not visit the parking lot for any reason other than as described.

9.5.4 Sanctions

Any student failing to adhere to these requirements may be sent to before- or after-school care and may also receive a Disciplinary Warning (yellow card) or Serious Disciplinary Warning (red card). Willfully evading before- or after-school care, or in the case of upper scholars, assisting others in evading, is a hazard to student safety and is a serious disciplinary matter.

Please list only one child per form.

Student Name

Grade/Teacher

- I have no alternative after school arrangements for this child.**
- I have alternative after school arrangements for this child. See below:**

I direct that my child have an alternate after school pick-up arrangement, as described below. These instructions will stand for this school year only, unless revoked or modified. I will update these instructions if circumstances change. These arrangements apply to my child, who is listed above.

Instructions: Initial and complete each applicable paragraph. Please sign, print name, and date at the end of the document.

_____ Adults authorized to pick up my child from school, in addition to parents and emergency contacts identified on enrollment application, are:

(Please See Reverse)

_____ Allow my child to walk home at dismissal time, no companion necessary. (Within walking distance.)

_____ **Must be approved by an administrator.**
Address _____ Administrator's Initials _____

_____ Allow my child to be walked home (within walking distance) immediately after his or her regular dismissal time by

_____ (student) to the following address:

_____ **Must be approved by an administrator.**
Administrator's initials _____

_____ Allow my child to be driven home immediately after his or her regular dismissal time by

_____ (student). Student driver must have a valid driver's license on file.

_____ **Must be approved by an administrator.**
Administrator's initials _____

_____ I have arranged for my child to participate in the parish youth choir that rehearses on select Wednesdays and Thursdays. Please allow my child to attend these rehearsals. The music faculty will return my child to after-school care at the conclusion of the rehearsal.

_____ I have arranged for my child to receive private peer tutoring. The tutor will sign out my child from after-school care and will return my child at the end of the tutoring session. Tutoring is conducted only in the library and only from 3:30-4:30.

_____ Tutor Name _____ Day Tutored _____

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_____ I want my child to participate in the following club(s). Clubs meet from 3:45-4:15 on their designated days. The club faculty sponsor will return my child to after-school care at the end of the club meeting.

_____ _____
_____ _____

_____ My child is a member of one or more teams in the school's extracurricular athletics program. Allow my child to attend team practices and team study halls. The coach will return my child to after-school care, in complete school uniform, at the conclusion of the practice or study hall.

_____ Parent Cell Phone _____ Parent E-Mail Address _____

_____ Parent Signature _____ Date _____

_____ Parent Printed Name _____