

## 2007-2008 Off-Campus Lunch Form

Wake County School System policy requires parents to come to school to sign permission forms for juniors and seniors to leave campus for lunch. However, if a parent can not come to the school, he/she may choose to complete this "2007-2008 Off-Campus Lunch Form." This form must be signed by the parent and notarized. It can be mailed to the school or sent back with the student. Regardless of the chosen option, all lunch passes will be distributed on August 22 in the school's main lobby. The time of distribution will be 5:00 p.m. – 6:30 p.m. Additional copies of this form will be available in the school's main office.

Please read the 2007-2008 Off-Campus Lunch Rules on the back of this form.

A student who leaves campus must follow the checkout procedure if he/she is unable to return to class. Failure to follow this procedure will void this agreement. The procedure involves having the parent/guardian of the student contact the school attendance office immediately after determining that the student can not return following lunch.

I hereby request a lunch permit and agree to comply with the conditions set forth and any other policies which may be announced at a later date.

Student Name (Please print) \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_ E-mail Address \_\_\_\_\_

I, \_\_\_\_\_, hereby request that my son/daughter named above be issued a lunch permit to leave campus during his/her regularly-scheduled lunch period according to the conditions and policies set forth by Leesville Road High School.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_ E-mail Address \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

Seal

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_.

**Please see reverse page for rules pertaining to this privilege.**

## 2007-2008 Off-Campus Lunch Rules

Please note the following stipulations regarding lunch passes:

1. **The provision of off-campus transportation for students who do not have a lunch permit is prohibited during lunch periods. Consequences for such actions include loss of the lunch pass and revocation of parking privileges.**
2. The lunch pass is the property of Leesville Road High School and may be revoked at any time in cases of inappropriate use.
3. The lunch pass is expected to be displayed each day the student leaves campus.
4. Exit and entry of the campus must take place from the student parking lot.
5. Duplicate lunch passes will be issued through the main office. However, a one week time frame will be observed before a duplicate lunch pass will be issued. All requests for a duplicate lunch pass must be accompanied by a written parental request.
6. The lunch pass allows the junior or senior to leave campus during his/her regularly-scheduled lunch period, provided he/she has the lunch permit in his/her possession at the time.
7. The student and parent are responsible for transportation to and from campus during lunch periods.
8. The school assumes no liability for any accident or injury incurred in the exercise of this lunch pass.
9. Students exercising off-campus lunch privileges are subject to the rules of student conduct as applicable to the regular school day adopted by the Wake County School Board and Leesville Road High School.
10. Littering of public or private property will result in the revocation of the lunch pass and disciplinary action.
11. **Lunch passes will be distributed on August 22 in the school's main lobby from 5:00 p.m. – 6:30 p.m. Students may obtain a lunch pass by being accompanied by a parent or bringing the signed and notarized form, if not accompanied by a parent. Students who mailed in the notarized form may pick up their lunch passes on the same evening.**