**Late Arrival/Early Release & Work Release Request Form**

**2020-2021**

**Late Arrival:** Arriving late to school if you have an A block or E Block Study Hall

**Early Release:** Released from school early ONLY if you have a D or H block study hall

**Work Release:** Students participating in the Work Experience pathway with Admin approval. Additional documentation required to participate.

**RULES**

1. All students must leave the building/school grounds immediately after signing out in the main office. Any student that knows they are not leaving, but has early release, must notify the front office immediately. You must advise where you will be and with whom.
2. This privilege is for Seniors ONLY. If you wish to apply for a LA/ER and are not a Senior, you must talk with administration prior to filling out a form. As such, any misuse of this privilege will result in loss, at the discretion of MRUHS administration.

***The following will be strictly enforced:***

1. Students must have a full course load.
2. Students must maintain a good academic standing. This includes, no failing/non proficient grades during the academic school year.
3. Students must have a good school standing. This includes, but not limited to, attendance, tardiness, and disciplinary record.

**Student Reason for wanting LA/ER/WR**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I have read and understand the rules listed above.**

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

**I have read and understand the rules listed above.**

Parent/Guardian Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

**\*\*Approval by Administration:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

Tyler Weideman, Principal Date

***(Circle one)***

**In Powerschool:**

**□ Yes**

**Date: \_\_\_\_\_\_\_\_**

**Initial: \_\_\_\_\_\_\_**

Late Arrival Early Release Work Release

 Working where? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***(Day & Block)***

Mon\_\_\_\_\_\_\_ Tue\_\_\_\_\_\_\_ Wed\_\_\_\_\_\_\_ Thurs\_\_\_\_\_\_\_ Fri\_\_\_\_\_\_\_

*Please return this completed form to Guidance, after obtaining all necessary signatures.*