



Off-Campus Form for Lunch Break – 2016/17

Harold Panabaker School, with support from our School Council, has traditionally adhered to a closed campus policy during lunch. This means that we want all of our students, even those who live within walking distance of the school, to stay on the school property during the entirety of the lunch break. For those students who don't bring their own (healthy) lunch, our Tuck Shop sells affordable meal/snack choices. We provide teacher supervision during lunch, both inside the building and on the attached school fields, to monitor the safety of our students. There are a variety of activities (clubs, homework help, intramurals, etc) that are also offered during the lunch break.

Despite this policy preference, parents/guardians may provide permission for their child to leave the school grounds for a specified reason. However, **please be advised that the school strongly discourages this practice and does not offer supervision once students have left the property.** *If* a student is to leave with your permission, we must be formally advised of that in advance; as such, this form will need to be submitted to the office by the end of nutrition break the day of the request. We will not be able to process any late requests at the start of lunch, as we will not have time to inform the necessary staff members. Students who do not return back on time for homeroom attendance or who cause problems in the community will not be allowed the privilege to leave again.

At this time, no requests will be considered beyond a week at a time; additional requests may be submitted as necessary. The only exception to this will be students who are within walking distance of the school, who can travel back/forth during the lunch break, and who wish to go home on a daily basis. (If this applies, please check the box below.)

If you have any questions about this policy and/or the corresponding procedures, please don't hesitate to contact me.

Regards,

Darrin Whitbread
Principal

Student Name: _____ Homeroom: _____

Parent/Guardian: _____ Contact #: _____

Reason/where student is permitted off-campus: _____

Date(s) that student is permitted off-campus: _____

Walk-zone student

