



Senior Late Arrival Request/ Policy

Students who are in good academic standing, labeled as a senior, and actively employed may be excused from school for half of the contact day.

1. Students attending half-time must attend at least 3.25 hours per day. Students should arrive no later than 11:50am. On arrival the student must report to the main office and sign in.
2. Students must attend during assigned class times for coursework required for graduation. Students who fall behind in their studies or gain a grade less than a B (in any one of their subjects) will be given a written warning to improve their grades within a specific time period. Failure to improve grades within the designated time scale will result in Late Start approval being withdrawn for the semester.
3. A student must have active part-time employment to leave campus. If a student leaves part time employment and fails to inform Administration, their entitlement for Late Start will be withdrawn for the following semester.
4. A student may consider college coursework and attendance at a college or university as "employment", qualifying them for half-time status.
5. Student tuition is not reduced for children attending half-time.
6. The student must be able to complete all coursework required for graduation within the set schedule.
7. All half-time arrangements must be approved through Administration.
8. The student must have exhibited the academic stamina, history and maturity to manage half time status.
9. If a student has school duties to perform such as lunch cleaning duty, NHS meetings or other responsibilities the student must make these a priority over their work schedule.

By signing below, I agree to comply fully with the Late Arrival Policy. Should my employment or academic status change, I will immediately communicate with Administration.

Student Name: _____

Place of Employment: _____

Employer Phone Number: _____

Student Signature: _____ **Date:** _____

Office Use Only

Employment Verified _____ Request Approved _____ Request Denied _____ Admin Initials: _____