



**2020 – 2021**  
**SOUTH WINDSOR HIGH SCHOOL**

## Late Arrival / Early Dismissal Privilege

FOR THE 2020-2021 SCHOOL YEAR, STUDENTS WHO ARE SCHEDULED FOR A STUDY HALL DURING CERTAIN PERIODS MAY APPLY FOR THE LATE ARRIVAL/EARLY DISMISSAL PRIVILEGE WITH **PARENTAL TRANSPORTATION AND CONSENT**.

- **Eligible Periods.** Only students with a study hall during periods 1, 2, 7 or 8 are eligible for this privilege; students with a study hall in periods 3-6 are not permitted to leave the building.
- **Senior Eligibility.** Senior students who have not successfully completed Capstone by the beginning of 3rd quarter may lose this privilege until all Capstone requirements have been fulfilled.
- **Transportation.**
  - **Late Arrival:** Students must provide their own transportation; walking to school is permitted.
  - **Early Dismissal:** Students must be picked up by their parent/guardian. Students are not permitted to walk home, or walk off campus. Student drivers may use their own transportation. Students wishing to use district-provided transportation are not permitted to leave the building and return; they must stay on school grounds.
- **Dismissal.** Students with early dismissal must leave the school **immediately** upon dismissal and may not return to school grounds. If it is necessary to wait more than 10 minutes for a ride, students must report to the cafeteria study hall and sign in.
- **Remaining in the Building.** Late arrival students who arrive before their first class and early release students who wish to stay in the building must report to the cafeteria study hall and sign in. Students should not be in any other part of the building.

Please return a signed copy of this form to the school counseling office **by no later than August 26, 2020**. If the form is not signed and returned by the deadline, a study hall will be added to the student’s schedule in place of this privilege.

- Scan and email: [swhscounseling@swindsor.k12.ct.us](mailto:swhscounseling@swindsor.k12.ct.us)
- Mail: SWHS, 161 Nevers Road, South Windsor, CT 06074; Attn: School Counseling, Counselor Name

Student Name: \_\_\_\_\_

Grade:  9  10  11  12      Counselor Name: \_\_\_\_\_

Student Cell #: \_\_\_\_\_ Home #: \_\_\_\_\_

Parent Work #: \_\_\_\_\_ Date: \_\_\_\_\_

Late Arrival or Early Release Periods Requested:  1  2  7  8

### **ACKNOWLEDGMENT AND SIGNATURES**

I request that the above-named student be given permission by the administration to arrive late or be released early from school when he/she has a study hall in the period(s) listed above. I have read the above rules and agree to them.

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

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

*If the student’s course schedule permits, and the application receives administrative approval, late arrival or early release will be scheduled and coded in PowerSchool. Course changes will not be permitted to accommodate for this option. Students without a signed parental consent form will be scheduled into study halls.*

***LATE ARRIVAL/EARLY RELEASE IS A PRIVILEGE AND MAY BE REVOKED AT ANY TIME  
 AT THE DISCRETION OF THE SWHS ADMINISTRATION.***