



DIGITAL ARTS & CINEMA TECHNOLOGY HIGH SCHOOL

NEW YORK CITY DEPARTMENT OF EDUCATION

Dawn Meconi, Principal

284 Baltic Street, Brooklyn, NY 11201

Telephone: (718) 694-9741

Fax: (718) 694-9745

Out Lunch Policy & Procedures

At Digital Tech High School, students who consistently reflect the values of our community, including wearing their uniforms, earn the privilege of going off campus for lunch. Out Lunch is a privilege, not a right. Failure to follow any part of this policy may result in loss of this privilege.

To participate, students must:

- Have parent's/guardian's signed permission on this letter.
- Have agreed to the terms of this policy and procedure.

Daily Procedures:

1. Students proceed directly to the **Main Entrance** when exiting for lunch.
 - a. Students **must be in full uniform** and have a **valid school ID**.
 - b. Students must swipe out before leaving.
 - Students who do not swipe out will stay in for lunch the next day.
 - Students who do not swipe out a second day. Privilege will be revoked for 5 school days.
 - Students who repeatedly refuse to swipe out will lose their Out Lunch privileges indefinitely.
 - c. If students need to access an electronic device while off school grounds, school personnel will assist when students exit and re-enter the building
 - Students who refuse to lock their Yondr Pouch upon re-entry will be subject to disciplinary action as outlined in the school's [Discipline Policy for Electronic Device Violations](#).
2. Students must return from Out Lunch by 12:50pm
 - a. If students return late, they will stay in for lunch the next day
 - b. If students return late a second time, the privilege will be revoked for 5 school days
 - c. If students repeatedly return late, the privilege will be revoked indefinitely.
3. If students do not return from Out Lunch, they will have lunch detention the following day.
 - a. If a student does not return a second time, they will have lunch detention for 5 school days.
 - b. If a student repeatedly (more than twice) does not return, their Out Lunch privilege will be revoked indefinitely.
4. Any food or drink brought back to the building must be consumed in the cafeteria prior to the end of lunch.
 - a. Students may not bring food or drink (other than bottled water) to any other location.
 - b. Food may not be delivered to the building.



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5. Students must respect our community and our neighbors. Failure to do so will result in their Out Lunch privilege being revoked.