# High School Daily Exam Early Release Permission

**Students:**

- In order to leave school during exam week, you will need to have the form below completed and signed by your parent/guardian each day. ONE NOTE A DAY. A NEW NOTE **EACH** DAY.
- You will hand this signed form to an office staff member on your way out of the building.
- If you do not have a signed form that day – you will remain at school until normal time.
- We do not release students via a phone call or to other parents/students signing them out. We only accept a note signed by *your* parent/guardian stating that you are permitted to leave at the end of the block of your last exam of the day…each day.
- You must stay until the end of the exam session.
- Once you arrive on campus, you must remain until all your scheduled exams for that day are completed.

**You need a new form EACH DAY!!!**

My child _____ has my permission to leave school following exams on this date _____

My student is in the following grade: (circle one) 9th 10th 11th 12th

_____

Parent Signature & Phone #