

Fall 2023 Semester Exam Week Check-Out Form

Students will need to take their exams ONLY on the scheduled day and time. No exams will be given early. Makeup Exams will be administered with administrator permission only and should be scheduled in advance. Students may stay at school all day, but students will be allowed to check out with principal permission following their last exam of the day. Students who do not attend their scheduled exam time will be marked with an unexcused absence and will receive a zero for their exam until the exam has been completed. Lunch will be served every day following the second exam of the day. Students will be permitted to grab lunch prior to checking out.

Last Name: _____ First Name: _____

My student has permission to check out Tuesday, December 12, 2023 at the following time:

- 9:15 a.m. (after 1st period exam)
- 10:35 a.m. (after 2nd period exam)
- 11:55 p.m. (after 3rd period exam)
- My student does not have permission to check out of school on this day.

My student has permission to check out Wednesday, December 13, 2023 at the following time:

- 9:15 a.m. (after 4th period exam)
- 10:35 a.m. (after 5th period exam)
- My student does not have permission to check out of school on this day.

My student has permission to check out Thursday, December 14, 2023 at the following time:

- 9:15 a.m. (after 6th period exam)
- 10:35 a.m. (after 7th period exam)
- My student does not have permission to check out of school on this day.

I, the parent/guardian of the above-named student, agree to allow my student to check out at the selected times on this form. Please sign your name and fill in a daytime contact number.

Parent Signature: _____

Daytime phone number: _____