



WATERTOWN HIGH SCHOOL

324 French St., Watertown, CT 06795

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Mr. Thomas Hogrefe
Assistant Principal

Mr. Paul Jones
Principal

Mrs. Nicole Cote
Assistant Principal

2017-2018 Senior Late Arrival/Early Release Form

Name: _____

Please read the information below and complete the information on the back. Forms will not be accepted without both signatures and the back completed.

As per building procedure, students who are seniors may arrive late to, or be released early, from school. Each student must comply with the minimum requirements listed below:

1. The student must be a senior (Grade 12) by credits.
2. Students must have a completed Senior Late Arrival/Early Release form turned into the guidance office. Completed forms must be completed accurately and signed by a parent/guardian.
3. Students who arrive late to school or leave early from school during a period in which they are not free shall have the privilege of late arrival/early release revoked for the remainder of the school year.
4. Loitering in common areas or roaming the hallways are not acceptable. If you arrive to school before your scheduled class, you are expected in your study hall room, or have permission to be in the library. If you choose not to leave school early, you are expected in your study hall room, or have permission to be in the library.
5. Not maintaining passing grades in all courses may lead to privileges being revoked.
6. Students may have their privileges revoked at the discretion of the administration at any time for not following school rules and expectations.

I understand and agree to the expectations to have late arrival and/or early release privileges listed above.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Late Arrival: A student may arrive to school late when their Senior Study Hall period falls at the beginning of the day. The student may report to school late without penalty up until their first class of that day. Please indicate below which period(s) you will be excused from by marking the appropriate periods.

	Monday	Tuesday	Wednesday	Thursday	Friday
Period	1	1	2	3	4
Period	2	Flex	4	Flex	Flex
Period	3	3	6	1	2

Early Release: A student may leave school early when their Senior Study Hall period falls at the end of the day. The student may leave school early without penalty after their last class of the day. Please indicate below which period(s) you will be excused from by marking the appropriate periods.

	Monday	Tuesday	Wednesday	Thursday	Friday
Period	6	3		1	2
Period	7	5		7	8
Period	8	7	8	5	6

RETURN COMPLETED FORMS TO MS. NAVARRA IN THE MAIN OFFICE

Administration Review & Approval: _____ Attendance: _____ Grades: _____ Credits: _____

Conduct Approved: _____ Not Approved: _____

*Watertown High School is creating a rigorous and accepting place of learning for all students.
We believe that our students will leave us better prepared for any success or challenge.*

