

PMHS EARLY DISMISSAL FORM

This form must be turned in to the Front Office BEFORE school starts.

_____, _____, _____
(print student name AND student number) (grade) (student birthday)

will need to be released early from school on _____ at _____ because of
(date) (time)
_____ and
(please explain)

will be checked out by _____.
(please print)

I understand my child may be checked out only by the adult or sibling listed. I am also aware the procedure is to go to the Attendance Office to sign the student out and a photo ID is required. (students may not check out fellow students)

(parent/guardian name – please print)

(parent/guardian signature)

(parent contact info.-phone number)

OR Student Driver:

Student will be driving him/herself to said destination. I understand the policy requires someone from the Attendance Office to call me and reconfirm that my child has permission to leave the school campus.

(parent/guardian name – please print)

(parent/guardian signature)

(parent contact info.- phone number)

OFFICE USE ONLY

Reconfirmed by _____

Excused or Unexcused (circle one)