



La Cañada
High School

A National Blue Ribbon School

Off Campus Lunch Permit

NOTE: THIS IS NOT A PERMIT TO LEAVE CAMPUS AT BREAK

Dear Parents:

La Canada High School is a closed campus. No student is allowed to leave the grounds without permission from the school. Section 44808.5 of the Education Code further states: ***“Neither the school district nor any officer or any employee thereof shall be liable for the conduct or safety of any pupil during such time as the pupil has left the school grounds pursuant to this section.”***

The Off Campus Lunch Permit **IS A PRIVILEGE NOT A RIGHT**. As such, students who leave campus without permission will be marked TRUANT and are subject to disciplinary action(s) that may include revocation of their lunch permit, detention, Saturday school and/or suspension. In addition, students found to be in violation of the attendance/academic policies which includes excessive tardies or absences (see attendance policy), from any class, may have their Lunch Permit revoked by administration.

Since lunch is only thirty (30) minutes in length and many activities occur at this time, **the school recommends that students stay on campus.** The Off Campus lunch permit is **only for 11th and 12th grade students.**

A student who leaves school grounds without an attendance office **“Permit to leave school grounds”** slip, or during lunch without an off-campus lunch pass, shall be considered truant. If the off-campus designation is added to the ASB card after registration, there will be a duplicate Student I.D. charge of \$5.00 and may require several days to process.

In order to obtain an off-campus lunch permit for your student, parent(s)/guardian(s) must request the pass in writing (see form below). This permit is for lunch only and does not allow students to leave during break or at any other time during the school day.

We appreciate your help in this matter. If you have any questions, please contact the school.

Sincerely,
The Administration

Off Campus Lunch Permit Request

Only for 11th & 12th graders

Student Name

Grade Level

I.D. Number

Student Signature

Cell Phone

Date

I/we understand that the school has the right to revoke my son's/daughter's off-campus permit if he/she is found to be in violation of the school's academic (<2.0 GPA), attendance or discipline policies.

*My signature below indicates I have read the above school policy and understand that the Off Campus Lunch Permit is a **PRIVILEGE NOT A RIGHT** and hereby **GRANT PERMISSION** for my son/daughter to leave the La Cañada High school campus during the lunch period.*

I understand that this permission does not allow my son/daughter to leave at any other time (including break) during the school day without prior written permission and receiving a "Permit to Leave School Grounds" form prior to leaving campus (student must have the "Permit to Leave School Grounds" form in their hands prior to leaving campus or they may be considered truant at the discretion of administration).

In addition, I am aware that if my son/daughter is excessively tardy or absent (see attendance policy) to any class he/she may have their Off Campus Lunch Permit revoked by administration.

Parent/Guardian Name

Contact Phone Number

Parent/Guardian Signature

Date