



# CHS EARLY DISMISSAL FORM

This form must be turned in to the Front Office BEFORE school starts. The student needs to bring their planner with them – it will be stamped with a pass to get out of class.

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(student name – please print) (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)

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### OFFICE USE ONLY

Reconfirmed by \_\_\_\_\_

Excused or Unexcused (circle one)