



2009-2010 Off-Campus Lunch Form

The Lunch Pass Sign-Up will be held August 20 in the school's main lobby from 5:00-6:30 pm; no lunch passes will be distributed prior to the sign-up. Please read the Off-Campus Lunch Rules on the back of this form.

In order to secure a 2009-2010 Lunch Pass, a junior/senior should select one of the following options:

- 1) Complete the information below, have it signed by a parent and notary, and return it to school (by mail or directly to the main office) by August 6. This procedure will ensure that your pass is ready for pick-up at the Lunch Pass Sign-up.
- 2) Complete the information below, have it signed by a parent and notary, and bring it to the Lunch Pass Sign-up. It will take a few minutes to process your form at that time.
- 3) Complete the information below and have a parent come with you to the Lunch Pass Sign-Up. It will take a few minutes to process your form at that time.

I hereby request a lunch permit and agree to comply with the conditions set forth and any other lunch permit policies which may be announced at a later date.

Student Name (Please Print)			
Student Signature		Date	

I, _____, hereby request that my
(PRINT NAME)
son/daughter named above be issued a lunch permit to leave campus during his/her regularly-scheduled lunch period according to the conditions and policies set forth by Leesville Road High School.

Parent Signature		Date	
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State of North Carolina: County of Wake(SEAL)

I, _____, a Notary in and for said County and State,
hereby certify that _____ personally appeared before me and acknowledged
the due execution of the foregoing instrument. This _____ day of _____, 200__.

_____ My Commission Expires: _____

Notary Public Date

Please see reverse page for rules pertaining to this privilege. ➔

2009-2010 Off-Campus Lunch Rules

Please note the following stipulations regarding lunch passes:

1. The lunch pass is the property of Leesville Road High School and may be revoked at any time in cases of inappropriate use.
2. A student who leaves campus must follow the checkout procedure if he/she is unable to return to class. The procedure involves having the student's parent/guardian contact the school attendance office immediately after determining that the student cannot return to school following lunch.
3. Providing transportation to students who do not have lunch passes is prohibited. The lunch pass is expected to be displayed each day the student leaves campus.
4. Exit and entry of the campus must take place from the student parking lot.
5. Duplicate lunch passes will be issued through the main office. However, a one week time frame will be observed before a duplicate lunch pass will be issued. All requests for a duplicate lunch pass must be accompanied by a written parental request.
6. The lunch pass allows the junior or senior to leave campus during his/her regularly-scheduled lunch period, provided he/she has the lunch permit in his/her possession at the time.
7. The student and parent are responsible for transportation to and from campus during lunch periods.
8. The school assumes no liability for any accident or injury incurred in the exercise of this lunch pass.
9. Students exercising off-campus lunch privileges are subject to the rules of student conduct as applicable to the regular school day adopted by the Wake County School Board and Leesville Road High School.
10. Littering on public or private property will result in the revocation of the lunch pass and disciplinary action.
11. **Lunch passes will be distributed on August 20 in the school's main lobby from 5:00 p.m. – 6:30 p.m. Students may obtain a lunch pass by being accompanied by a parent or bringing the signed and notarized form, if not accompanied by a parent. Students who mailed in the notarized form may pick up their lunch passes on the same evening.**