

## Student Leaving School Parent Permission Form

I give my child \_\_\_\_\_  
*child's full name*

permission to leave the school by himself/herself on \_\_\_\_\_  
*date*

at \_\_\_\_\_ and I take full responsibility for his/her safety during his/her  
*time*

absence from school. I also understand that I need to email my child's advisor teacher in advance to let him/her know about my child leaving the school.

Reason for leaving the school:

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Parent Name: \_\_\_\_\_ *please print*

Parent Signature: \_\_\_\_\_ *please sign*

**\*Please note that a physical copy (not a scanned copy via email) must be turned into the WIS school secretary by the morning of the date of the student leaving the school or the student will not be allowed to leave. A phone call or only an email without this form will not be accepted.**

**\*Before leaving the school your child should sign out by the school secretary. If your child will be returning to school before the end of the school day then he/she should sign back in by the school secretary.**

**\*Please note that any students leaving during the middle of the school day will be marked as attending a half-day of school on the day of their leave.**