



STUDENT ABSENCES DURING SCHOOL HOURS Outside Activities-Lunch

According to the School Act and Parkland School Division Policy, students attending C.F.L. are under the jurisdiction of the Principal/Assistant Principal and staff during school program hours, as well as 15 minutes prior to school starting and after dismissal. The school’s discipline policy, expectations, and consequences apply during this time. Students are expected to remain in the C.F.L. building during the school day from 8:45 to 3:15 as a minimum. For bus students, the policy applies from the time they board the bus until the time they disembark at the end of the day.

The only exceptions to this policy would be:

1. If the student’s parent(s)/guardian(s) give written or verbal notification to C.F.L. stating that the child has permission to leave the school for occasional absences (medical appointments, family commitments, etc.) on an ‘as needed’ basis.
2. If the student’s parent(s)/guardian(s) give written notification to C.F.L. allowing students to leave at lunch time.

If the parent gives permission for the student to leave C.F.L., the school is absolved of any responsibilities for the child’s welfare and behavior during that time. The parent/guardian is taking over this responsibility by giving the child permission to leave the school grounds. Parent(s)/guardian(s) who have given permission can revoke it by contacting C.F.L.

If a C.F.L. a student is given permission to leave the school at lunch, the absence will occur with the following expectations.

- The student may only exit the school once. If he/she returns to the school, he/she will not be permitted to leave a second time.
- It is preferred that the student is absent for the entire lunch break, so as not to disrupt the other students’ lunch breaks.
- Students who are smokers are reminded that it is against Parkland School Division policy for them to smoke within the sightlines of the school. The first infraction will result in a letter home to the parents. Subsequent infractions will result in a two day suspension from school.
- Should any problems arise from the student’s absence, C.F.L. reserves the right to revoke the student’s permission to leave at lunch time. Parents will be informed if this occurs.

If you have any questions or concerns, please contact your child’s teacher or the Assistant Principal.

I, _____ (parent name), the parent/guardian of :
_____ (student name) in Grade _____

do hereby give him/her my permission to leave the C.F.L. school grounds at lunch time as outlined above.

Parent/Guardian Signature: _____ Date: _____