**Early Release for Prom**

**Tocoi Creek High School** 11200 St. Johns Parkway Saint Augustine, FL 32092 Phone: 904-547-4260

Fax: 904-547-4265

Prom this year will be held at WGV Renaissance on Thursday, April 18th. We know that students will want to leave school early to prepare for prom. School board policy states that a student must be present at least half the school day to be considered present and to participate in after school activities.

## I understand that my child is responsible for any missing classwork during their absence.

I would like my child to leave as a student driver or as parent pick-up….

 after 4th period/”C” Lunch at 1:20pm

 after 5th period at 2:10pm

## Your child will need to KEEP this signed form and submit to staff personnel in the main breezeway of building 1 to leave campus at indicated time on April 18th.

Students without a signed form will be released at 3:50pm. *We will NOT check-out students through the main office between 12:45pm and 3:50pm for prom as we do not have the office staff to handle large volume check-outs.*

Thank you, Jay Willets Principal

# Student Number

Student Name – please print

Parent Signature

Date