

Rolesville High School Rules & Expectations for Off-Campus Lunch 2025-2026

Off-campus lunch is a privilege offered to juniors and seniors at Rolesville High School who do not have any outstanding fines and fees. Please drop this application with your parking application. It is important that students and parents understand the expectations and rules governing off-campus lunch privileges here at Rolesville High School, as well as the guidelines outlined by Board Policy 6130.*

Students need to fill out this [google form](#) along with presenting the notarized application and proof of payment.

1. The initial fee for an off-campus lunch pass will be **\$10.00**. To pay online, use Online School Payments portal (available via the RHS website) beginning **TBD**, online payment is preferred for faster processing.
2. **Replacement lunch passes will cost \$10.00.** Requests for a replacement pass must be sent to Mr. Marlin Jmarlin@wcpss.net.
3. In order to leave campus for lunch, the eligible student must present a lunch pass to the school official/security officer checking passes. **Students who do not have their lunch passes will not be able to leave campus. Any violations regarding departure from campus during lunch may result in revocation of the student's lunch pass. Students leaving campus without an off-campus lunch pass are subject to disciplinary action.** Lunch passes may also be checked when students return to campus.
4. Students must exit the building for lunch before the tardy bell rings, no students will be allowed to exit for off-campus lunch after the tardy bell rings.
5. **Students should return to the building through the doors by the dance room on the gym hallway. Students will not be allowed to enter the building through the doors in the first floor commons, the main office, or main office hallway.**
6. Students who use the off-campus lunch privileges are subject to the rules of student conduct as applicable to the regular school day as adopted by the Wake County Public School System and Rolesville High School. Behavior off campus during lunch period should be in compliance with system and school expectations and policies; infractions off campus may result in school disciplinary actions.
7. Students with a lunch pass are not permitted to walk off campus or ride a bicycle; they must be in a car.
8. **Students who go off campus for lunch are not permitted to bring food back on campus.**
9. The student's parents are responsible for where the student goes for lunch, and are fully liable for the student's actions while away from campus during lunch. **The school assumes no liability for any accidents or injuries incurred in the exercise of the off-campus pass.**
10. **Student drivers are responsible for knowing if persons riding with them have a lunch pass. Any student who provides transportation for a student who does not have a lunch pass may lose his/her lunch pass and any parking privileges for a time determined by the administration.**
11. Tardiness or failure to return to class after lunch may result in the revocation of the lunch pass privilege.
12. Students with off-campus lunch privileges will return to school for the remainder of the school day. If a student becomes ill while off campus, a parent/guardian must call the Attendance Office to check the student out. The student must present an absence note to the Attendance Office upon return to school. Failure to check out properly may be treated as skipping and could result in a suspended lunch pass and/or other school consequences.
13. Students with off-campus lunch privileges must remain in good academic standing in order to maintain off-campus privileges. **If a student has a course grade of "F" or the student's GPA falls below 2.0 anytime during a marking period, he/she may have their lunch pass suspended until the course grade is passing and/or GPA is 2.0 or above**

Rolesville High School Application for Off-Campus Lunch 2025-2026

To receive an off-campus lunch pass, the student and a parent/guardian must complete this form in the presence of a Notary Public, and bring the completed application during one of the designated pick up times. The initial cost for a lunch pass is \$10, which can be paid online by going to the RHS website and clicking the "Online Payments" tab under the "Parents" tab, beginning on TBD. Online payment is preferred for faster processing. **Please bring the completed application and proof of payment on one of the following dates to receive your off-campus lunch pass:**

Drop off day: TBD

Students who wish to purchase an off-campus during the school year must drop their complete application off in the designated basket outside of room 1516 (next to Mr. Marlin's office on the 1ST floor). Payments will need to be made using the online payment system on the RHS website. Completed applications will be processed before or after school and passes will be distributed to students shortly thereafter.

Student Name: _____ Grade Level (2025-26): _____

Student ID #: _____ Student Cell #: _____

Home Address: _____

Parent Name: _____ Parent Cell #: _____

Parent Email: _____ Parent Work #: _____

I have read & understand the off-campus lunch policies and grant my child permission to leave campus for lunch.

Parent Signature Date

I have read and understood the off-campus lunch policies and agree to the stated conditions.

Student Signature Date

Notary Public

State of North Carolina; County of _____. I, _____ a Notary Public for said County and State, do hereby certify that _____ and

_____ personally appeared before me this day and acknowledge the due execution of the foregoing instrument. Witness my hand and official seal, this ____ day of _____, 20____.

Notary Public Signature Commission Exp. Date

Official Seal

FOR SCHOOL OFFICE USE ONLY - DO NOT WRITE IN THIS BOX

Grade Level: 11 12 GPA: _____ Fees or Fines Owed: Y N Payment (*circle one*): Cash Check Online

Cash Receipted by (*if applicable*): Proof of Online Payment (*if applicable*): Y N

**Rolesville High School Application for Off-Campus Lunch 2023-2024
Student Checklist**

- ☐ **Student and parent have read and understood the expectations of off-campus lunch**
- ☐ **Completed Off-Campus Lunch Application is signed by student and parent/legal guardian**
- ☐ **Student GPA meets or exceeds the 2.0 requirement**
- ☐ **Notary is signed**
- ☐ **Payment (cash, certified check, online payment*)**

****If paying online you must submit a printed proof of online payment with the application***

***WAKE COUNTY PUBLIC SCHOOL SYSTEM BOARD POLICY 6130: OPEN-LUNCH PROVISION:** At the high school level only, the principal shall have the authority to determine whether there shall be provisions for an open-lunch schedule for seniors and juniors whose parents or guardians come to the place designated by the principal to grant written permission for the students in question to leave the campus for lunch on their own and return to school for the remainder of the school day.

- **6130.1** The principal shall have the authority to suspend or terminate any student's open-lunch permission if the privilege is abused.
- **6130.2** The form signed by parents shall state that students are subject to rules of student conduct adopted by the board and the individual school while exercising off-campus lunch privileges.
- **6130.3** Only seniors and juniors whose conduct remains exemplary as determined by the principal may be granted permission to leave campus under the provisions of this policy.