

Request for Off-Campus Lunch Pass 2020-2021

Requirements for an Off-Campus Lunch Pass:

1. Student must be in a Junior or Senior advisory class.
2. Student must be up to date with required community service hours.
3. Student must be clear of any fines/books due to Broughton High School.
4. Student must have a parent/guardian sign the request form below.
5. Student must pay \$20.00 for the Off-Campus Photo ID through the Wake County Public Schools online school payment system.

Process to Receive an Off-Campus Lunch Pass:

1. Students may go online to the Wake County Public Schools online school payment system to make the \$20.00 payment for their off-campus lunch pass. After visiting the link below, click "High Schools" and select "Broughton" from the list.
 - o <https://osp.osmsinc.com/wakenc/>
 - o **The online payment of \$20.00 does not guarantee that a student may receive their off-campus lunch pass.** All requirements listed above must be met before an off-campus lunch pass can be issued regardless of online payment.
2. Students may receive an off-campus lunch pass **before school starts** by making a payment in the online system and by turning in this completed form to Student Services on **Thursday, August 13th or Friday, August 14th between 9:00am and 12:00pm.**
3. Students may receive an off-campus lunch pass **after school starts** by making a payment in the online system and turning in this completed form to Student Services **starting Wednesday, August 19th before school and after school ONLY!** Students will not be able to receive an off-campus lunch pass from Student Services during the school day.
4. If students are issued a temporary off-campus lunch pass, the temporary off-campus lunch pass will be exchanged for a permanent off-campus lunch pass as soon as their school photo becomes available. Students and parents will be notified about the availability of the permanent off-campus lunch passes via the Principal's Weekly Phone Message, through Class of 2021 and Class of 2022 email groups, and through school announcements.
5. Students must present their temporary pass to receive a permanent pass.

Parent/Guardian Agreement:

I, as the Parent/Guardian of _____ (*student name*), request that Broughton High School permit him/her to leave the school campus during his/her assigned lunch period during the 2020-2021 school year.

- a. I understand that the school has the authority to suspend or terminate any student's off-campus lunch privileges at any time, and that I may contact the principal and revoke this privilege at any time.
- b. I understand that students who leave campus for lunch are subject to the rules of student conduct as adopted by the Wake County Board of Education while off campus.
- c. I understand that I assume full responsibility for the health, safety, and welfare of my student while off of school property.
- d. I understand that a replacement card for the permanent off-campus photo ID is \$10.00.
- e. I understand that online payment of \$20.00 does not guarantee that a student may receive their off-campus lunch pass. If a student does not meet the eligibility requirements listed above, their off-campus lunch pass will be held by the school until the requirements are met.

Student's Last Name

Student's First Name

Student ID #

Grade

Parent Home Phone

Cell Phone

Work Phone

Parent/Guardian Name

Parent/Guardian Signature

Date