

Millbrook High School OFF-CAMPUS LUNCH 2021-2022

What is an Off-Campus lunch permit?

This is a school issued pass that allows juniors and seniors to leave campus for lunch on their own during their scheduled lunch period and return to school for the remainder of the day.

What are the requirements to attain an Off-Campus lunch pass?

- Students must be a **junior or a senior**. Freshmen and Sophomores are strictly prohibited from leaving campus during the school day.
- Students must fill out the required application information, pay a \$10.00 fee online (**PRINT RECEIPT**). **If receipt is not attached with forms pass will not be given.**
- Students must have **expressed parental consent** to leave campus for lunch. Parental consent is documented on a completed and **notarized** Off-Campus lunch permit form.
- Parent and students must **both** sign the **Consequences for Off-Campus Violations form**.

How can a student lose his/her lunch privileges?

- Excessive Tardiness from lunch.
- Students may not go off Campus for lunch if they accrue excessive tardies overall.
- Leaving campus without the required pass
- Failure to display or surrender required pass to administration, faculty member or security upon request
- Using or providing a false or falsified pass
- Misbehavior in the community
- Engaging in behavior that is against Millbrook/School board Policy
- Excessive absences
- Driving a student off campus for lunch who does not have an Off-Campus lunch pass on file
- **Parents or guardians may revoke the pass at any time!**

How can a student obtain an Off-Campus lunch pass?

- **Pay the \$10.00 fee online(PRINT RECEIPT)**, and download the Off-Campus lunch permit and Off-Campus Violations form using the Millbrook High School Website-<http://mhs.wcpss.net/> fill out the application. **(Note: The student will not be permitted to apply for a pass if the student has a fine)**
- Once the permit form has been filled out and notarized, drop off forms at Guest Services between **August 9-19, 2021 (8:00-12:00 and 1:00-4:00)**.
- **After August 19th, applications will be processed, but passes will not be provided until *after* the first day of school.**

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- Students who lose a lunch pass can purchase a new one for \$20.00. No more than two passes will be issued to a student before the privilege is revoked for the year
- Pass applications and forms can also be dropped off during the Schedule Walkthrough/Open House on **August 19**, 3:30-4:00pm and 6:00-6:30pm. Pass applications and forms can also be dropped off in the attendance office during the first fifteen minutes of each lunch period.
- Pick-up information is TBD at this time.
- Further information will be announced via the school's website and social media platforms.

**Millbrook High School
2201 Spring Forest Road
Raleigh, NC 27615**

Validation ID:

MHS Consequences for Off-Campus Lunch Violations 2021-2022

By signing below, parents/guardians and students acknowledge that they have read and understand the consequences for violating off-campus rules and expectations.

Student Name (printed) _____ Grade: _____

Student Signature _____ Date _____

Parent/Guardian Name (printed) _____

Parent/Guardian Signature _____ Date _____

Violation	Consequence
Returning to campus late for 3 rd block	Possible loss of Off-Campus privileges for 2 days
Leaving campus without a pass Leaving campus without checking out	1-3 days ALC
Leaving campus without the required pass (student pass is on file)	1 week (5 days) of lunch detention; Loss of lunch pass privileges for 1 week (5 days)
Using or providing a false or falsified pass	1-3 days of ALC (integrity)
Driving a student off campus for lunch who has a pass on file, but does not have the pass with them	Driver and ALL passengers-1 week (5days) of lunch detention; Loss of lunch pass privileges for 1 week (5 days)
Driver or passenger with a pass in a vehicle with student who does not have an off-campus lunch pass	Pass revoked for 1 week-assigned to cafeteria
Excessive absences or tardiness in one or more classes	Warning after 3 absences. Pass is revoked after five (5) absences for the remainder of the school year
Engaging in behavior that is against Millbrook/school board Policy or brings ill favor to Millbrook in the community	Loss of pass from one week up to the loss of privileges for the remainder of the school year