CARDINAL HIGH SCHOOL

P.O. Box 7 ♦ 14785 Thompson Avenue ♦ Middlefield, OH 44062
Phone (440) 632-0264 ♦ Fax (440) 632-1734

Work Release Request Form

Work release is reserved for students with senior status. Core/required classes on the schedule will not be changed to accommodate a work release.

Parents/Students are responsible for transportation if approved for this privilege.

Students approved for work release must meet the following expectations at all times. Failure to meet expectations may result in a disciplinary outcome, and or denial of this privilege. The principal has the authority to revoke this privilege at any time for failure to meet the expectations.

⇒ Students shall remain in good academic standing. **(GPA of 2.000 or above)**
⇒ Students shall display good school citizenship. **(Good discipline record)**
⇒ Students must have fees and fines paid to receive this privilege.
⇒ Students who drive to/from school must have a school issued Parking Permit.
⇒ Students who are participating in a sport/activity may not have Work Release during that sport/activity season.
⇒ Students assigned work release must sign out in the main by 1:05 pm.
⇒ Students are not permitted to transport other students when the rider is not excused from classes.
⇒ The high school staff has permission to verify employment at any time. If you quit working, you may lose your work release privilege.
⇒ You must verify employment each semester by submitting a new application.
⇒ There will be no special accommodations for after school detentions.

Student Name : _____ **Date of Request:** _____

Which semester are you requesting a work release for? Circle One: Semester 1 Semester 2

Employer's Name: _____

Employer's Address: _____

Employer's Phone Number: _____

Contact person: _____

Typical work schedule (days and times): _____

We have read and understand the expectations described on this page. We accept responsibility for the privilege.

_____ _____
Parent Signature **Student Signature**

_____ _____
Approved **Declined** **School Administrator Signature** **Date**