I.D. IS REQUIRED WHEN CHECKING OUT A STUDENT

**The student will ONLY be released to a parent, legal guardian or other authorized person 18 years of age or older.**

Student checked out before 12:30pm will be counted absent for the day.

Students shall be counted present when in attendance at least one half (4 hours) of the instructional day.

Students may not be checked out after 12:30pm on Early Release Days.

No Student Check-Outs After 3:45pm