

C.E. Jordan High School Open Lunch Pass Contract 2018-2019

The open lunch pass is a **privilege** which allows classified **juniors** and **seniors** to leave the Jordan High School campus during their individually assigned lunch breaks. Open lunch passes are the property of C.E. Jordan High School. Issuance, continuance, revocation or reinstatement of such passes is at the discretion of JHS Administration.

Lunch Pass Eligibility and Expectations:

- Be a junior or senior(*based on # of credits*)
- Have passed ALL of your classes in the last reported quarter.
- Must bring your current report card to verify your grades.
- Display your pass DAILY to monitoring staff members.
- If you return to campus early you must report to the cafeteria until class begins.
- Officially sign out with written parent permission in the Attendance Office to leave school early after lunch. A lunch pass on its own does not qualify as permission. Failure to meet this expectation can result in disciplinary action and/or revocation of pass.
- Students with off-campus lunch passes are prohibited from bringing outside food into the school building.
****Disclaimer: The school assumes no liability for any accident or injury incurred in the exercise of the Open Lunch Pass privilege.*

Your Lunch Pass can be suspended or revoked as a consequence in the event that:

- You return to class late from lunch.
- Your grade falls below the required 60% average (monitored quarterly with report cards).
- You violate the DPS and/or JHS Code of Student Conduct.
- You let another student use your pass.

If your Lunch Pass is lost or stolen:

- Present a written parental/guardian consent when you request a duplicate lunch pass.
- There is a non-refundable \$20.00 charge for a duplicate. After the second duplicate, no additional duplicates will be made.

The Lunch Pass is \$15.00 and it must be paid online on the JHS website. To pay follow these steps:

1. Go to the [JHS home page](#). Click the "Parents" tab, and select [JHS Online Payments](#).
2. Select "High School," and then select "Jordan High" from the left column.
3. Select "Open Lunch Pass (or replacement if yours has been lost or stolen)." You will need your student ID number in order to sign in to make the payment. This number can be found at the top corner of your report card from any school year at DPS.

Contracts must be signed by a parent/guardian in front of a notary or an administrator. If an administrator is to witness the signatures, photo identification required for this option. A signed contract, a copy of your report card, and the receipt of the \$15.00 online payment are required to obtain your official lunch pass.

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I hereby request a lunch pass and agree to comply with the outlined conditions. I understand that the school administration reserves the right to enact and announce any changes to these requirements at any time.

PRINT Student name: _____ Grade: _____

Student signature: _____ Date: _____

PRINT Parent/legal guardian's name: _____

Parent/legal guardian's signature: _____ Date: _____

Phone number: _____ Alternate phone number: _____

Sworn to and subscribed before me this _____ day of _____, 2017

Seal

Authorized Notary

My commission expires:

Or

Signed in the presence of an administrator

Administrator signature: _____ Date: ____ ____