

Code of Conduct for Charter Arts Events

Please print all information legibly

_____ has parent/guardian permission to attend _____ WINTER BALL _____
(student's name) (name of event)

I understand that my child is expected to follow all school rules as well as the following:

- Students will follow the rules and policies as outlined in the Charter Arts Student Handbook. It is the student's responsibility to review the handbook before attending the event.
- A dress code will be implemented during the event. Please be aware that students should dress appropriately for a school sponsored event. If students do not abide by these rules, they may not be allowed to enter the facility and will not receive a refund. The Administration of Charter Arts, and designees possess the sole right of refusal in regards to dress code. Please see the Dress Policy in the Student Handbook.
- All guests must be at least a 9th grader or under the age of 21. All guests who do not attend Charter Arts must complete a **Guest Permission Form**, hand in a copy of their license or passport as proof of their correct age, and be approved by Charter Arts Administration prior to the dance.
- All guests must bring their ID to the event.
- Students bringing a non-Charter Arts guest are responsible for the actions of the guest.
- Any suspended student, whether in-school or out of school, during the time of the event will not be allowed to attend the event and will not receive a refund for tickets already paid for.
- All guests and students must stay at the event location until at least 15 minutes before the end of the events. All students and guests must be picked up or leave the facility by the end of the event. Charter Arts will supervise students until the end of the event and will not be held liable for any students remaining after the end of the event.
- The Administration of Charter Arts, and designees, reserve the right to refuse event attendance for any student or guest based on actions and/or behavior before or during the dance.
- The Administration of Charter Arts, and designees, reserve the right to inspect purses and bags prior to event entrance.
- Immediate removal from the property may be requested and is to be adhered to without question.

By signing the following you are agree to the above rules and take all responsibility if you do not follow them appropriately:

Parent Name (Printed)

Parent Signature

Student Name and Grade (Printed)

Student Signature

Emergency Contact for Charter Arts student: (please print legibly)

Name _____

Phone _____

**THE
LEHIGH VALLEY
CHARTER HIGH SCHOOL
FOR THE ARTS**

www.CharterArts.org

Administration

321 East 3rd Street, Bethlehem, PA 18015
phone (610) 868-2971 | fax (610) 868-1446

Dr. Carise Comstock, Principal
Mrs. MaryJo Rosania-Harvie, Assistant Principal
Ms. Lauren Sheldon, Assistant Principal

Guest Permission Form (events) - Please print all information legibly.

Event Name: WINTER BALL Event Date: 2/8/20

Charter Arts Student: _____ Grade Level: _____

Instructions:

- Form must be completed by a school administrator/employer and the student guest must be in good standing.
- Guests must be UNDER the age of 21. Anyone under 18 must have a parent signature and at least be a 9th grade student.
- Guests must follow the rules and guidelines for all Charter Arts functions.
- Students must attach a copy of guest's photo ID/legal identification with verification of age. (Non-readable copies will not be accepted.)
- Forms must be submitted to the faculty member sponsoring the event at least 1 week before the event is to take place.
Form Due no later than: _____

Dear School Administrator or Employer:

Please be aware that (guest student name) _____ has been asked to attend an event at **The Lehigh Valley Charter High School for the Arts (Charter Arts)**. In preparation for this, the staff at Charter Arts requests that this form be completed by a building administrator or employer and returned to Lehigh Valley Charter Arts by the Charter Arts student. Your time and effort in completing this form will help us host a safe and successful event.

If you have any questions regarding this matter, please feel free to contact our administration.

As Principal/Assistant Principal/Employer/ of _____
(Name of School/Employer)

I affirm that _____ is a student of good standing who has not
(Name of student/employee)
violated any district/employer drug, alcohol, weapon or discipline policies.

Signature of School Administrator/Employer: _____

Printed Name of School Administrator/Employer: _____

Parent/Guardian Information for Guest - please print legibly:

Name of Contact Person

Telephone Number