



LAWRENCE HIGH SCHOOL

Visiting Student **EVENT GUIDELINES** *for Lawrence School Sponsored Events*

School events are held for currently enrolled students at Lawrence School. Any Lawrence School guest in attendance at these functions will be held accountable to all school rules and guidelines and must have submitted a *Visiting Student Event Contract* signed by the student and their parent on file in the school office prior to the event.

As a guest, you will be held accountable to the policies enforced at Lawrence School.

1. Students who are asked to attend a Lawrence High School event as the guest of a Lawrence High School student must have the *Lawrence High School Visiting Student Event Contract* signed by their parent granting permission for them to attend.
2. Students must be in the 9th grade or above to attend as a guest.
3. The age limit for outside guests shall be 20 years of age.
4. When students and guests **arrive** at the event, they are expected to exit their vehicles immediately and enter the building. No loitering is permitted in parking lots.
5. When students and guests **leave** the event, they are expected to exit the building immediately and enter their vehicles. No loitering is permitted in parking lots.
6. Staff Chaperones will make phone calls home to the parents of all students who have purchased tickets but fail to arrive within 15 minutes of the start time.
7. Students and guests are expected to dress in a neat, clean, and modest manner. Any apparel that, in the opinion of the staff/administration, is inappropriate or violates health and safety codes is prohibited.
8. Students and guests must comply with requests, orders, and directions of Staff Chaperones (Lawrence School teachers & administrators) or other authorized personnel during any period when the student is in attendance at the event. Failure to comply is grounds for expulsion from the event as well as additional consequences according to school policy.
9. Students and guests shall not use, sell, offer to sell, deliver, consume or appear to be under the influence of any drugs of abuse, either by behavior or odor. This includes alcohol, tobacco and other counterfeit drugs of abuse as well as any substance being used in a manner inconsistent with

its product labeling. Please note that all other school policies related to alcohol, tobacco and other drug use and abuse will remain in effect at all school sponsored events.

10. Students and guests shall not engage in any act that is potentially harmful to the health, welfare and safety of the student himself, other students or staff.

11. Students and guests shall not use profane, obscene or vulgar language, or engage in physical contact of a suggestive or sexual nature throughout the event.

12. Staff Chaperones will make phone calls home to parents of all students who request to leave prior to the conclusion of the event. Parents must grant permission before the student can be released.

13. Students and guests leaving school events early will not be readmitted.

Any Lawrence School guest that is found to be in violation of Lawrence School rules and procedures will be asked to leave the event immediately, without refund.



LAWRENCE SCHOOL
Visiting Student
EVENT CONTRACT

NAME OF GUEST: (PLEASE PRINT) _____

GRADE: _____ AGE: _____

NAME OF LAWRENCE STUDENT: _____

EVENT STUDENT WILL BE ATTENDING: _____

We verify that we have read the given material, and the student will abide by the expectations given while attending the Lawrence School event, as well as comply with the chaperones for the event.

GUEST SIGNATURE:

GUEST'S PARENT SIGNATURE:

PARENT PHONE NUMBERS:

_____ (H) _____ (C)

PLEASE RETURN WITH VALID SIGNATURES AND INFORMATION TO:

Mr. Gary Ising, Director of Campus Life, Lawrence Upper School

ANY QUESTIONS MAY BE ANSWERED BY CONTACTING:

Mr. Gary Ising

(330)908-6840

gising@lawrenceschool.org