

# JAMES S. RICKARDS HIGH SCHOOL

3013 Jim Lee Road  
Tallahassee, Florida 32301  
Tel: (850) 414-5500 Fax: (850) 922-7104

Dr. Deborah Barnes, AP – Curriculum  
Mr. Chris Cowart, AP– Facilities/Attendance  
Mr. Sam Striplin, AP–Student Affairs  
Mr. Roosevelt Sea, Dean of Students  
Mr. Earl Hankerson, Athletic Director



Dr. Joe Williams, IB Coordinator  
Mrs. Melissa Cooper, AP Coordinator  
Mrs. Victoria Williams, IB Dean  
Ms. Terraca Jones, Guidance Dept. Chair  
Ms. Chariya Davis, Assistant Athletic Director

**Mr. Douglas Cook, Principal**

## APPLICATION FOR OFF-CAMPUS LUNCH PRIVILEGES

2024-2025

Off-Campus lunch privilege is reserved for eleventh and twelfth grade students in accordance with Leon County Schools policy. Only juniors and seniors who have earned a 2.0 un-weighted **cumulative** grade point average (GPA), or during the **second semester** of the preceding or current school year, are eligible for off-campus lunch privileges.

### Parent or Guardian: Complete This Section

Address: \_\_\_\_\_ Phone: \_\_\_\_\_ (W) \_\_\_\_\_ (H)

This is to certify that \_\_\_\_\_ has permission to leave campus during  
*Student Printed First and Last Name*  
her/his lunch period. I have read this document and agree with the stated consequences for the violations listed.

### Notarized Signature

\_\_\_\_\_  
*Parent/Guardian Printed Name*

\_\_\_\_\_  
*Parent/Guardian Signature*

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Signature of Notary Public: \_\_\_\_\_

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### School Use Only

Student Number: \_\_\_\_\_ Grade: \_\_\_\_\_ Cum GPA: \_\_\_\_\_ 2nd Sem. Unwt. GPA: \_\_\_\_\_

\_\_\_\_\_  
*Principal's Signature*

\_\_\_\_\_  
*Date*

*"The Leon County School District does not discriminate against any person on the basis of sex (including transgender, gender nonconforming and gender identity), marital status, sexual orientation, race, religion, ethnicity, national origin, age, color, pregnancy, disability, military status or genetic information be denied employment, receipt of services, access to or participation in school activities or programs if qualified to receive such services, or otherwise be discriminated against or placed in a hostile environment in any educational program or activity including those receiving federal financial assistance, except as provided by law."*

## **VIOLATION AND CONSEQUENCES MAY INCLUDE, BUT ARE NOT LIMITED TO:**

### **VIOLATIONS**

1. Leaving campus during lunch without an approved off-campus application and / or off-campus pass.
2. Reckless driving, speeding, not wearing seat belts, or other driving violations.
3. Transporting unauthorized students off-campus during lunch.
4. Excessive absences / tardiness (over 3) to class first period and after lunch.
5. Failing to return to class after lunch without signing out in the attendance office prior to departing for lunch.

### **CONSEQUENCES**

- After School Work Detail
- Saturday School
- In-School Detention
- Out of School Suspension
- Suspension of Parking Privileges
- Revocation of Parking Privileges

**I HAVE READ THIS DOCUMENT AND I AGREE WITH ALL OF ITS TERMS.**

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Please Print Student's Name

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Student's Signature

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