

E. O. SMITH HIGH SCHOOL  
**DANCE GUEST PERMISSION FORM**

*Note to Parents/Guardians: Please read both sides of the form. Your signature in the appropriate section indicates you have read, understand and agree to the contents of the entire form. This form must be submitted for review four (4) working days prior to the scheduled dance. An approved Dance Guest Permission Form is necessary for the purchase of dance tickets at the designated time and location. No tickets may be purchased at the door.*

**E. O. SMITH STUDENT INFORMATION**

Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Phone# \_\_\_\_\_

My son/daughter named above has my permission to bring \_\_\_\_\_  
(guest's name)  
to the dance on \_\_\_\_\_, \_\_\_\_\_  
(day) (date)

Student's parent/guardian name (please print) \_\_\_\_\_

Student's parent/guardian signature \_\_\_\_\_

Parent/guardian phone number (cell) \_\_\_\_\_ (home) \_\_\_\_\_

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**DANCE GUEST INFORMATION**

Guest Name: \_\_\_\_\_ Guest date of birth \_\_\_\_\_

Guest's Special Medical Conditions:

Circle: No Yes If yes, describe conditions: \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

Address: \_\_\_\_\_  
(street)

\_\_\_\_\_  
(town and state)

Parent/guardian phone number (cell) \_\_\_\_\_ (home) \_\_\_\_\_

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SEE REVERSE FOR RULES.....SIGNATURE REQUIRED ON REVERSE

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Office Use Only:

Recv'd: Date \_\_\_\_\_ Time \_\_\_\_\_ Initials \_\_\_\_\_

Parent Contacted \_\_\_\_\_ Guest Parent Contacted \_\_\_\_\_ Admin. Action - Initial

Initial \_\_\_\_\_ Initial \_\_\_\_\_ Approved \_\_\_\_\_

Denied \_\_\_\_\_

*The school climate at E. O. Smith is characterized by respect for the rights and dignity of others. Students are expected and required to behave in a socially appropriate manner while on school grounds or at school activities. This means students are expected to comply with school rules and regulations, to be courteous to each other and employees of the school district and volunteer chaperones and to follow the directives of agents of the Board of Education, including administrators, school faculty, secretaries, custodians and cafeteria employees.*

*In the event of illness or injury, the guest student's parent or guardian will be contacted. When immediate medical treatment seems essential, E. O. Smith personnel will contact emergency medical personnel to transport my child to an appropriate medical facility by ambulance.*

*My child has read, understands and agrees to comply with the rules governing dances and general conduct. In the event of a rules infraction, I will be contacted and I will make arrangements to pick up my child at the dance location.*

Guest's Parent Signature: \_\_\_\_\_

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### **DANCE RULES AND EXPECTATIONS**

All dances take place between the hours of 7:00 and 10:00 p.m. Exceptions to this rule are the Junior and Senior Proms. .

- All students who wish to attend a school dance must buy a ticket.
- Tickets will be sold only during lunch sessions in the cafeteria.
- No tickets will be sold after the last lunch wave on Thursday the week of the scheduled dance.
- NO TICKETS WILL BE SOLD AT THE DOOR.**
- When the ticket is purchased, the name of the student purchasing the ticket will be placed on a master list indicating the name and corresponding ticket number.
- Students should write their name on the ticket in case it should be misplaced.
- All students attending the dance must arrive no later than 8:00 p.m.
- If a student is unable to arrive by 8:00 p.m. because of work or other valid obligations, prior arrangements and approval must be made with the appropriate advisor and vice principal.
- Students who arrive after 8:00 p.m. and have not made prior arrangements with the appropriate administrator will not be allowed to enter the dance.
- Students must turn in their tickets when entering the dance.
- Leaving the building without permission is not permitted. Students leaving without permission will be denied re-entry.

### **GUEST POLICY**

- A total of ten (10) guests will be allowed to attend any dance with the exception of the Junior and Senior Proms.
- An E. O. Smith student may bring only one guest to a dance or prom.
- The E. O. Smith student assumes responsibility for his/her guest.
- The E. O. Smith student must pick up a Dance Guest Permission Form from the Main Office, provide all information and signatures and submit it for administrative approval.
- With only ten allowed guests, form approval will be done on a first come first served basis.