



## Junior/Senior Flex Campus Permission Slip

MCEC provides classroom space and resources for students to be on campus all day; however, MCEC permits junior/senior students who meet all the necessary requirements to leave campus during periods for which they do not have a scheduled class. Students must have a signed permission slip on file and meet all other criteria. **Based on programming and class schedules, Flex Campus may not always be available.** In addition, Flex Campus is a privilege and MCEC maintains the right to revoke the flex campus privilege of any student that does not adhere to the following guidelines and procedures.

### Flex Campus Guidelines and Procedures:

1. MCEC junior/senior students 16 years of age or older *must* have this signed permission slip on file at the front desk and have completed the MCEC parking permit contract.
2. Students must attend at least one seminar class per day and be current on all assignments.
3. Students under the age of 16 or who are not juniors/seniors are not eligible to leave campus.
4. Students must have a break between classes of at least 60 minutes in order to leave campus.
5. Flex campus privileges can be revoked at any time.
6. Students are required to sign OUT of the building at the Front Desk before leaving and sign back IN at the Front Desk upon return.
7. Students may not transport other MCEC students off campus and must observe all NC driving laws.
8. Students with Academic, Attendance, or Disciplinary infractions will lose flex campus privilege at the discretion of MCEC administration.
  - a. **Academic** – A student must maintain good academic standing in order to be eligible to go off campus during seminar periods. If a student falls below a 70% in any class, he/she will not be allowed to go off-campus during seminar until they have re-gained their academic eligibility and he/she has received approval from administration.
  - b. **Attendance** – A student must be in good standing with their attendance record. If a student has 2 absences from any college class or 5 absences in a high school class in a semester, he/she will not be allowed to leave campus.
  - c. **Discipline** – Students must remain in good behavioral and disciplinary standing. A student who violates MCEC Student Code of Conduct or violates any of the standards set forth by MCEC will not be allowed flex campus privileges at the discretion of the principal.



**Junior/Senior Flex Campus Permission Slip**

I, \_\_\_\_\_, certify that I am the parent/guardian of \_\_\_\_\_ . I am requesting that he/she be allowed to leave campus during his/her additional seminar periods. I have read MCEC's Flex Campus Policy and understand that my child must meet and follow all of the guidelines and procedures to earn and keep flex campus privileges. (I understand that if my child violates this agreement that he or she may lose their flex campus privilege at the discretion of MCEC Administration for a given period of time.) I also understand that **based on programming and class schedules, Flex Campus may not always be available.**

Student Name: \_\_\_\_\_

Student signature \_\_\_\_\_ Date: \_\_\_\_\_

Student Contact Number: \_\_\_\_\_

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

Parent Contact Number: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please record your fall schedule below and indicate when you plan to flex your schedule.**

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>First Period</b>					
<b>Second Period</b>					
<b>Third Period</b>					
<b>Fourth Period (Lunch)</b>					
<b>Fifth Period</b>					

*\*\*MCEC is not responsible for any traffic tickets, criminal or non- criminal infractions, injuries, or sicknesses that may occur while the above student is off campus.*