

HERITAGE ACADEMY

Open Campus Policy

Because of its university class scheduling format, Heritage Academy, Inc., students enter and leave the Academy's campus at different times of day, depending upon their individual course schedule. Many of the students are responsible for their own transportation to and from the campus. This means that of necessity Heritage operates under an open campus policy, defined as follows:

1. Students are not required to check in or out at the Academy office when arriving at or leaving the campus on regularly scheduled days.
2. Students not registered for specific classes or study hall are required to leave campus immediately after their last scheduled class.
3. Students are to be under supervision by being physically present in the area for which they are specifically scheduled whenever they are on campus. Being present on campus but not in the appropriate area for which he or she is registered will result in disciplinary action and may jeopardize enrollment.
4. Twelfth grade students who have parental permission to leave campus for lunch or joint enrollment must remain off campus (including parking lot) during the scheduled hours and are responsible to return on time for the next class hour. Continued tardiness is considered a breach of good conduct and will be reflected in the daily grade as well as treated as a discipline issue.
5. Students in sixth grade through eleventh grades are not permitted to leave campus during their school day. This includes the lunch hour.
6. It is considered a discourtesy to the teacher and a disruptive influence to the learning environment for a student to leave a class in session before that class has been dismissed. Therefore, unless prior arrangements have been made and permission is granted by the instructor, leaving a class early will be considered a breach of good conduct and treated as a discipline issue.

By signing this form, we/I, the parents of _____ understand

Student's name

and agree with the Open Campus policy and release and hold harmless Heritage Academy, Inc., for any liabilities.

Father and/or Legal Guardian

Student's Signature

Mother and/or Legal Guardian

Date