

8 March 2024

mw:lw

**YEAR 11-12  
LUNCH SIGN-OUT PRIVILEGES**

Dear Parent

Your child in Year 11/12 for 2024, will be allowed sign-out privileges to leave the school grounds for the purpose of buying lunch in town. **Students will be required to follow the procedures listed below, if these are not followed, the students will no longer have the privileges.**

- Students will need to sign-out and back in at the office.
- They are not allowed to buy lunch for any Kindergarten to Year 10 students.
- It is the student's responsibility to ensure that they sign-out and in, correctly.
- They are also required to return to school in time for the commencement of Period 5 at 2.00 pm.
- Students are to be aware of the time it may take to order and collect their lunch.
- Students are required to walk to purchase their lunch in town, riding scooters, bikes or driving is not allowed.

**If your child does not follow the above procedures, they will no longer have the privilege of leaving school.** If they do not sign back in it will be considered truanting and a phone call will be made to inform parents.

Yours sincerely

Michelle Wainwright  
Principal

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Please return this note by Friday 8 March 2024

**BATLOW TECHNOLOGY SCHOOL  
PERMISSION NOTE  
LUNCH SIGN-OUT PRIVILEGES**

I give permission for my child \_\_\_\_\_ in Year \_\_\_\_\_ to sign-out to purchase their lunch in town.

☐ I understand that my child is required to sign back into school, at the office, or they will be considered truanting for the remainder of the day.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent)

☐ I understand the procedures listed above and I agree to comply with them.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Student)