

Off-Campus Leaves Information & Permission Form

Throughout the school year, PAA provides periodic school-sponsored or arranged transportation for various purposes such as shopping, visiting with friends, medical appointments, and school-related events. In addition to these off-campus trips, students may also leave campus for non-school related purposes under specific circumstances, provided they obtain permission from the Dean on duty. All overnight leaves require permission from both homes.

When a dorm resident requests to sign out of the dorm the deans reserve the right to make the final decision to approve or deny the leave request. This decision takes in a number of factors such as weather conditions, the time and nature of the leave, and whether or not we have received a confirmed invitation from the parents of the home that your son/daughter has been invited to.

Parkview Adventist Academy, as an institution, has certain legalities that we must meet in order to keep your son/daughter safe. We as Deans know that it is difficult to get all the paperwork in to us in the spur of the moment. You and your son/daughter need to plan ahead to get the paperwork in to us, the Deans, in a timely matter to ensure that your son/daughter can leave when they want to and not get left here at the dorm from the lack of proper paperwork. If you need to get your son/daughter home on a weekend or school break with a driver who is not 21 yrs. of age, or older, there is a special form that must be filled out and turned in to the Administration prior to the approval of their departure. Students will not be able to leave without the proper paperwork being in place.

PAA Transportation Policy

To leave campus the following must be met:

- 1. The driver must be 21 years of age.**
- 2. The only exception to this (under 21), may be the rare situation when no other option is available for a weekend or home leave. It requires special permission.**
- 3. A hardcopy note, signed from your parent/guardian that you may ride with this driver.**
- 4. A hardcopy note from the parent/guardian of the driver stating that your child may ride with their son/daughter.**
- 5. The Dean on duty must see the Drivers License of the driver to verify he/she is 21 yrs. of age and their identity.**

How many off-campus leaves may your son/daughter have per week: _____

My son/daughter may leave campus by ___ walking ___ biking ___ car ___ taxi ___ shuttle

Other details regarding my son/daughter leaving campus:

We, the parent/guardian, and dorm resident have read the above and understand fully and agree with your policy and procedure.

Parent/Guardian Signature _____ Date _____

Student Signature _____ Date _____