



OAK PARK HIGH SCHOOL GUEST PASS APPLICATION



** See reverse side for purchasing information and activity/event rules**

STEP 1

OAK PARK STUDENT INFORMATION

I understand that as an OPUSD Student, it is my responsibility to inform my guest of all school rules and requirements in connection with the dance/event/activity. If, in the opinion of the supervisor, my guest or I do not follow the rules and requirements I understand that I will be subject to discipline and/or removal for the event.

As the parent of an OPUSD Student who is bringing a guest, I accept responsibility for my student and their guest and agree to respond to emergencies and/or disciplinary issues should they occur during the event.

PRINT – OPUSD STUDENT NAME

GRADE

SIGNATURE – OPUSD STUDENT

PRINT – OPUSD PARENT NAME

SIGNATURE – OPUSD PARENT

CELL PHONE NUMBER

WORK PHONE NUMBER

HOME PHONE NUMBER

STEP 2

GUEST INFORMATION

As a guest of Oak Park High School, I have read the activity rules and I understand that I am responsible for my actions. If, in the opinion of the supervisors, I do not abide by these rules, I will be subject to discipline and/or removal from the event.

I understand that I must obtain the signatures of the Assistant Principal of an Oak Park Unified school AND an administrator from my home school in order to attend.

PRINT – GUEST STUDENT NAME

GRADE/AGE

SIGNATURE - GUEST

PRINT – GUEST ADDRESS

PRINT – GUEST PARENT NAME

SIGNATURE – GUEST PARENT

CELL PHONE NUMBER

WORK PHONE NUMBER

HOME PHONE NUMBER

HOME HIGH SCHOOL

SCHOOL PHONE NUMBER

PRINT – HOME HIGH SCHOOL ADMINISTRATOR'S NAME

SIGNATURE – HOME HIGH SCHOOL ADMINISTRATOR

STEP 3

ATTACH GUEST ADMINISTRATORS' BUSINESS CARD HERE

ATTACH COPY OF GUEST'S PHOTO ID HERE (School ID or Driver's License)

STEP 4

APPROVED BY: _____

DATE: _____

OPHS/OPIS ADMINISTRATOR'S SIGNATURE

Guest Pass Procedures

If you are bringing a guest that does not attend Oak Park High School, an approved Guest Pass is due at the time you purchase your dance ticket. Prior to submitting your guest pass to the OPHS assistant principal for approval, you must complete the guest pass including the following:

1. Signature of OPHS student and parent (including 18 years old)
2. Signature of guest and guest's parent (including 18-20 years old)
3. Signature of guest's school administrator (if guest is a high school student)
4. Attach a business card of guest's high school administrator
5. Attach a copy of guest's photo ID (current school ID of high school student or driver's license)

NOTE:

****Administrator will NOT sign incomplete guest passes**

****Once your Guest Pass is complete, you MUST submit it to the Assistant Principal for approval prior to purchasing your tickets.**

****You are responsible for picking up your Guest Pass Form from the office and bringing it to the Student Store.**

Ticket Purchasing Information

1. Students and their guests must have "0" hours of discipline in order to be allowed to purchase a ticket.
2. Students may only bring one guest.
3. The number of tickets to be sold is limited. Therefore, tickets will be sold on a first-come, first-served basis.
4. No tickets will be sold after 7th period on the day prior to the event (assuming any tickets remain).

Activity / Event Rules

1. **Alcohol / Controlled Substance:** All school rules are enforced prior to and during the event (whether on or off campus). Any use or possession of alcohol or any other controlled substance during or prior to the event will result in suspension from school, admission to the substance abuse program, dismissal from future activities and / or expulsion from school. Seniors may be removed from the graduation ceremony. Purses and vehicles are subject to inspection and backpacks are not allowed. Drug dogs may be present to assist in searching personal belongings and vehicles.
2. **Guests:** If you are bringing a guest who does not attend Oak Park High School, the guest must complete the guest information on the reverse side. **Guest must be in at least the 9th grade and no older than 20 years old unless approved by the OPHS administration.** OPHS students will be held responsible for the behavior of their non-OPHS guests.
3. **Photo ID:** Students and guests MUST have a photo ID in their possession at the event.
4. **Rules:** Students and guests must act in accordance with the school event rules regarding dress, conduct and time of arrival / departure. Students and guests who do not conform to the rules of the event or the rules of the school may be asked to leave at any time and the misconduct may be reported to the parents and to the home school of the guest. Law Enforcement will be called when necessary and participation in future school activities may be denied.
5. **Breathalyzer / Drug Dog:** There will be a breathalyzer and possibly a drug dog on site for random testing / searching. Any indication of alcohol or other controlled substance will immediately result in a phone call to the parents, removal from the event and future disciplinary action.
6. **School Attendance:** Students must attend school the entire day of the event to be eligible to participate. For a weekend event, students must attend the previous day of school.
7. **Denial of Application:** Oak Park High School reserves the right to deny any guest application.