



ASES After School Early Release Form (School Year Program Only) Santee School District



Attendance and Early Release Policy

In accordance with the California Education Code Section 8483(a)(1)(2)(3), the following attendance and early release regulations for the After School Education and Safety Program (ASES) are required. Also, a periodic review of attendance will be conducted to ensure priority enrollment is given to students who attend daily.

Elementary School Students

It is the intent of the California Legislature that elementary school pupils participate in the full day of the after school program every day during which pupils participate. If an elementary school pupil is unable to attend the after school program for the full day every day, the parent/guardian must complete and submit for approval a request for early release specifying the days and hours the pupil will attend and the reason(s) for requesting early release. Priority for enrollment will be given to students who can attend the full day every day. Non-compliance with the attendance and early release policy may result in disenrollment from the program. In compliance with the California Education Code Section 8483(1)(a)(1), students must attend at least one-half of the program. Therefore, all students stay until 4:15 pm (based on latest school dismissal time of 2:01 pm).

School Name: _____ Program Hours: Start Time: 2:00 pm End Time: 6:00 pm

Student's Last Name: _____ First Name: _____ M.I.: _____

Student's Grade Level: _____

Reason(s) for Requesting Early Release

- | | | | |
|-----------------------|------------------------|---------------------|-------------------------|
| 1. Parallel Program | 2. Family Emergencies | 3. Family Needs | 4. Medical Appointments |
| 5. Weather Conditions | 6. Medical Emergencies | 7. Other Conditions | 8. Transportation |

Authorization for Early Release

Date Range	ER Reason	Monday	Tuesday	Weds.	Thursday	Friday	Parent/ Guardian Signature	Date of P/G Signature	Program Leader Initials
Example: 8/22/18- 12/19/18	3. Family Needs – pick up child on the way home from work	5:15	5:15	5:15	5:15	5:15	Jane Doe	8/7/18	JS

updated: April 3, 2012