BALLARD HIGH SCHOOL EARLY DISMISSALS

(Students leaving school during the school day, even if the student is returning to school)

Students need to be excused in advance for Early Dismissals, please send a note or email by the morning of the day of the Early Dismissal.

Early Dismissals excused after the time of the Early Dismissal are not excused. To email, go the the Ballard High School Website and click “Attendance” at the top of the page.

Ballard HS does not excuse students by phone.

Notes/Emails need to have:
- The Student’s First and Last Name
- Reason for Early Dismissal
- Date and Time student needs to leave
- Will Student be returning to school?
- Your Name and Relationship to Student.

Students need an "Early Dismissal Pass" to leave school during a class period. Student can pick up their pass here in The Attendance Office.

If the student will be returning to school after their appointment they need to check back in at The Attendance Office.

Please plan in advance with your student where you will meet them if you are picking them up. It can take time and may be hard to locate a student during class.

Students with "Early Dismissal Passes" can leave class at the time on their pass. The parent/guardian picking up the student does not need to come in to the Attendance Office to check out the student.

Thank you,
Alice, BHS Attendance Secretary at ballardhs.attendance@seattleschools.org