



FRIENDS ACADEMY
Duck Pond Road
Locust Valley, New York 11560

Founded 1876

**Friends Academy
Visitor Permission Form
Prom**

You have asked for permission to bring a guest to our “Junior Prom” at Friends Academy. It is important that you read the following permission form before signing. You are permitted one guest, and he/she is welcome to join us provided he/she abides by all procedures and rules of the school.

1. The host is *responsible* for his/her guest for the entire event. It is the host’s responsibility to make clear all rules and expectations of the school.
2. The host is required to review this form with a parent and give the guest the Visitor Permission form which must be filled out by the guest and signed by the Principal of the visitor’s high school.

Excerpted from the Junior Prom Parent Letter:

- Inviting a guest (prom date) - should a Friends student (host student) choose to invite a guest the host student and their parents should understand the following conditions and responsibility;
 - The guest may not be older than 21 years.
 - A permission form signed by the FA parent, student, guest’s parent and principal must be turned in to Ms. Dice prior to the prom. Forms can be obtained from the Junior Class Dean or on the online ticket purchase form.
 - The host is fully responsible for the guest. The host must understand that if the guest violates our fundamental standard with regards to drugs, tobacco and alcohol the host will have to leave the prom along with the guest. If it is determined that the host also participated in violating the standard, he or she will be subject to discipline.

3. The host and his/her parents understand the inherent risk in inviting a non-Friends Academy student to this event.

4. The host and parent must sign this form and return this form and the Guest Permission Form to the Junior Class Dean or Mr. Schoeffel at least one week prior to the prom.

I fully understand the responsibilities of the school’s policy regarding visitors.

Host’s signature _____ Date _____

Host’s Parent’s signature _____



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To Be Completed by FA Student:

FA Student's Name: _____

Name of Guest: _____

Name of Guest's Current High School and Graduation date:

Guest's Cell phone Number: _____

To Be completed by the Guest's High School:

Student Name: _____

I recommend this student to attend the Prom at Friends Academy.

High School Principal's name: _____
(please print)

High School Principal's signature: _____

HS Telephone number: _____