



**Our Lady Academy  
Dance/Event Guest Information Sheet**

Students wishing to bring a guest to an Our Lady Academy High School Function must have the following form filled out and returned to the office no later than ONE WEEK prior to the event. The following conditions apply:

1. Events are not open to persons in elementary school or over the age of 20.
2. All guest must present a picture ID at the event (unless middle school age).
3. All guests are expected to follow the Our Lady Academy Student Code of Conduct, dress code and dance protocol while at the OLA dance.
4. Only one guest per OLA student is allowed.
5. A guest must arrive and leave with the OLA host student.
6. A guest will not be permitted to attend if they are currently under any disciplinary action.
7. A guest will not be permitted to attend without a signature and a phone number of a guardian and an administrator from their home school.
8. All requests will be verified by phone.

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OLA Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
Guest Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
Guest School: \_\_\_\_\_  
Guest Parent Name(s): \_\_\_\_\_  
Address: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Emergency Number: \_\_\_\_\_  
Cell Phone Number(s): \_\_\_\_\_

**Dance/Event Permission Form**

Please fill in all required information below

Do not detach forms.

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**Guest Parent Permission**

My son has permission to attend an event at Our Lady Academy High School on \_\_\_\_\_ . I understand that he must abide by all rules for OLA.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**Guest Administrator Permission**

The above listed guest is a student in good standing at \_\_\_\_\_ (school).

\*Guests who have graduated from high school do not need to complete this section.

Guest Administrator Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

School Phone Number: \_\_\_\_\_

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Obtaining contact information and permission is for the safety of all students present.

Thank you in advance for your understanding,

*Marilyn Pigott*  
Our Lady Academy Principal