

**INSTRUCTIONS**

Return this completed form including a **photocopy of the guest's photo ID**, the **signature and business card for the guest's school administrator** to:

- Email: Sarah Atchison at [satchison@k12insightwa.org](mailto:satchison@k12insightwa.org) OR Fax: 866-213-1420, Attn: Sarah Atchison OR Mail: ISWA, Attn: Sarah Atchison, 2601 S 35<sup>th</sup> Street #100, Tacoma, WA 98409

**GUEST PASS APPLICATION RULES AND REGULATIONS**

Attending Prom at Insight School of Washington (ISWA) is a privilege. **The following requirements must be met:**

- Only one guest per Insight School of Washington student.
- Guest must take this application to their school administrator for signature **and** business card (or Legal Guardian, if guest is not currently enrolled in school OR homeschooled).
- No guest over the age of 20 years or a student below the ninth (9<sup>th</sup>) grade will be admitted (exceptions reviewed by ISWA Administration).
- The guest must provide a photo ID.
- Each guest pass is verified for accuracy, and forged passes result in forfeit of Prom attendance by the ISWA student and guest.
- The Insight student host is responsible for informing the guest of all ISWA behavior, dance and dress code rules.
- Insight students and their guests must follow all ISWA rules and regulations while at the dance.
- Attendees may be searched for alcohol, drugs or tobacco products - none of which are allowed.
- Any disruption may result in the removal from the dance and/or arrest. Student may face consequences at ISWA for any infraction of the invited guest, including, but not limited to, suspension or expulsion.

**DANCE REGULATIONS**

ISWA guests are held to the same rules and standards of behavior as ISWA students. Guests who exhibit inappropriate dress and/or behavior must correct the concern to the satisfaction of the ISWA staff or they will be asked to leave the dance.

- Hours of the dance are 7 pm to 10 pm, Saturday, June 16, 2018.
- There are no "in and out" privileges at school dances. **Once a student exits the dance, he/she will not be readmitted.**
- Students wearing revealing/inappropriate attire or who are dancing inappropriately will be asked to leave.
- Your guest must be in good standing at their school. If your guest does not attend school, your guest must have the pre-approval of the ISWA principal.

**INSIGHT SCHOOL OF WASHINGTON STUDENT INFORMATION**

Student Name (Print): \_\_\_\_\_ Student Signature: \_\_\_\_\_

Student Grade: \_\_\_\_\_ Student Home Phone: \_\_\_\_\_ Student ID# \_\_\_\_\_

Insight School of Washington Parent/Guardian Signature: \_\_\_\_\_  
*By signing, I acknowledge that I understand that my child will be taking a non-Insight School of Washington student to this dance and that guest behavior can result in consequences for my student. If you, the student, are over 18 you may sign for yourself.*

**GUEST INFORMATION**

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_ DOB: \_\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_ School: \_\_\_\_\_ Phone: \_\_\_\_\_

City/State: \_\_\_\_\_ Signature: \_\_\_\_\_

*By signing I acknowledge that I understand and will abide by all of the above rules and consequences.*

**GUEST HIGH SCHOOL ADMINISTRATOR (Legal Guardian if student is not currently enrolled in school)**

I acknowledge that the above-named guest has an acceptable behavior record, is eligible to attend dances, and is therefore eligible for the Insight School of Washington High School Dance. **Please attach your business card** (Photocopy of the Legal Guardian's ID, if guest is not currently enrolled in school OR homeschooled).

**School Administrator Signature (or Legal Guardian):** \_\_\_\_\_

**Print Name:** \_\_\_\_\_