

## Outside Guest Request Form

### Homecoming Dance & Winter Dance

#### For Guests Enrolled in Another High School

1. The guest must be a registered high school student in 9<sup>th</sup> – 12<sup>th</sup> grade and in good academic and social standing.
2. The Blackhawk student must submit the following within the timeframe set by the event sponsor:
  - o Guest Request Form
  - o A copy of the guest's photo identification (driver's license or school ID)
3. Request will be considered using the recommendation of the guest's current school, with a final determination made by the event sponsor and the administration.
4. Fill out the information in **Section 1 & Section 3** on the following page.

#### For Guests that are Blackhawk Graduates

1. The guest must be a Blackhawk graduate and under 21 years of age at the time of the event.
2. The Blackhawk student must submit the following within the timeframe set by the event sponsor. More information about the state required clearances may be found at <https://www.bsd.k12.pa.us/DanceClearances.aspx>.
  - o Guest Request Form
  - o A copy of the guest's photo identification
  - o A copy of the PA State Police Criminal History Report
  - o A copy of the Child Abuse History Report
3. Request will be approved or denied based on the results of the Criminal History Report, Child Abuse Report, and the guest's discipline record while enrolled at Blackhawk High School, with a final determination made by the event sponsor and the administration.
4. Fill out the information in **Section 2 & Section 3** on the following page.

#### Rules & Regulations for BHS Students & Outside Guests:

1. All tickets are non-transferable.
2. Homecoming is a semi-formal event. Appropriate attire must be worn. Items such as jeans, sneakers, clothes that are dirty or contain holes, etc. are not permitted. All infractions will be up to the discretion of the sponsor and administration.
3. All participants must stay for the duration of the event. Any participant that needs to leave early must have a parent or legal guardian sign them out at the event.
4. Upon arrival, participants must check in.
5. Parents or legal guardians of participants who do not check-in will be notified.
6. Any participant who damages school or venue property, decorations, DJ equipment, etc. will be responsible for the cost to repair or replace the item.
7. All professional pictures will be sold separately at the following events only: Homecoming, Winter Dance, & Prom.
8. All rules and procedures of the Blackhawk Student Handbook will be enforced. Disciplinary actions may result from infractions.
9. Any Blackhawk health and safety protocols must be followed.
10. Outside Guest tickets must be purchased in person in the allotted ticket sale time frame.

**Section 1: Outside Guest / High School Student Information**

Name: \_\_\_\_\_ High School: \_\_\_\_\_

Age (at time of event): \_\_\_\_\_ Grade (circle one): 9 10 11 12

Emergency Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

The above-named person is/was a student in good standing with my school.

Principal's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please attach the following:  Guest Request Form  Photo ID copy

*I have read, understand, and agree to abide by the rules and regulations of Blackhawk High School.*

Guest Signature (required) \_\_\_\_\_

**Section 2: Blackhawk Graduate Information**

Name: \_\_\_\_\_ Year Graduated: \_\_\_\_\_

Age (at time of event): \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Please attach the following:

- Guest Request Form  Photo ID copy  
 PA State Police Criminal History Report  Child Abuse History Report

*I have read, understand, and agree to abide by the rules and regulations of Blackhawk High School.*

Guest Signature (required) \_\_\_\_\_

**Section 3: Blackhawk Student & Parent Agreement**

*I understand that by submitting this request I am taking full responsibility of my own behavior as well as the behavior of my guest. Furthermore, I understand that I may be subject to disciplinary action if the above information is inaccurate or counterfeit.*

Name: \_\_\_\_\_ Homeroom: \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_