

# Averill Park High School

Averill Park Central School District  
146 Gettle Road  
Averill Park, NY 12018  
Phone: (518) 674-7000  
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**Principal**  
Mr. Heath C. Quiles  
**Assistant Principals**  
Ms. Rebecca Leach  
Mrs. Christina Mein  
**Athletic Director**  
Mr. Mark Bubniak

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## 2021-2022 School Year

### Dear Senior Parent/Guardian:

During school hours, students are prohibited from leaving the Averill Park High School without permission. However, we do have some senior students who have a late arrival or an early release built into their schedule.

When a student has a late arrival, it is expected that they will sign in for the day at the attendance office with Mrs. Pollock and then go directly to their first class. It is also expected that they arrive to their first class on time.

When a student has an early release built into their schedule, it is expected that they sign out of the building with the monitor at the main lobby exit and then leave the campus immediately.

Students who do not have an approved late arrival or early release will be scheduled for a study hall and will be expected to remain in the study hall and complete academic work.

**We have no transportation services for our students who have a late arrival or an early release. It is expected that they have their own transportation to and from school.**

Please note that late arrival and early release are student privileges and they must be a student in good standing to maintain this privilege.

If you have any questions, please do not hesitate to call me.

Sincerely,

Rebecca Leach  
Assistant Principal  
(518) 674-7000

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I give permission for my grade 12 student to have a late arrival and/or early release in their schedule. I understand that I must provide transportation for my child.

\_\_\_\_\_ Late Arrival          \_\_\_\_\_ Early Release

\_\_\_\_\_  
Name of Student in Grade 12 (please print)

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date