**Early Release Policy**

The MCSD Board of Education believes that an Early Educational Release Program can provide students with experiences that will enable them to learn:

(A) The knowledge gained in the classroom can be applied to ongoing experiences in the work-a-day world.

(B) That basic life skills will be developed which will enable the student to make advantageous entry into the world of work upon graduation.

Definitions:

***Early Release*** – shall mean granting official permission to a student who is not in an approved educational release program to leave school after at least four hours of instruction.

***Approved Educational Release Program*** – shall mean those work-study programs sanctioned by the State Department of Education and the Muscogee County Board of Education.

*Student(s)* – shall mean anyone enrolled in grades 11 and 12 only.

Regulations:

(A) Parental consent in written form is required from parent/guardians of students involved in an early release program.

(B) All requests for early work release must be made to the Principal or designee.

(C) Early work release for students not enrolled in approved programs may be granted to those who present clear and convincing evidence of a financial hardship. Such financial hardship must be of a nature that would seriously affect the student’s ability to attend school.

(D) Students involved in early work release will not be required to maintain a specific grade average for participation.

(E) The Principal or designee must review and evaluate annually all requests for participation in the early release program.

(F) Principals are directed to keep records on all students who qualify for an early release program. They must make certain that those students who qualify are enrolled.

(G) In the event of disagreement between or among all parties regarding approval or denial of early work release, the Principal shall submit a report of the situation to the Chief Academic Officer who will make a determination and issue a decision.