



Date received by Office: \_\_\_\_\_

## NON-SMA Guest Permission Form

**This needs to be turned in 7 days prior to event or sooner.**

Boarding students turn them into your Hallway Director.

Day students turn them into the School Office

Name of Event: \_\_\_\_\_

Name of SMA Student: \_\_\_\_\_

Name of SMA Parent: \_\_\_\_\_

Phone # of SMA Parent: \_\_\_\_\_

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

Guest Name: \_\_\_\_\_

School Guest Attends: \_\_\_\_\_

School Phone #: \_\_\_\_\_

Name of Guest's Parent: \_\_\_\_\_

Guest's Parent Phone #: \_\_\_\_\_

1. If guest arrives and is not approved, he or she will be asked to leave the event.
2. If attire is not appropriate, the guest will be asked to leave immediately, and parents will be advised by phone. Clothing should be within acceptable parameters of SMA dress guidelines.
3. If the SMA student is a boarding student and the parent or guardian is unable to sign the form, please attach an e-mail message from the parent indicating his/her approval of the guest's participation.

Corey Boyer

Dean of Residential Life: \_\_\_\_\_

Date: \_\_\_\_\_

Cindy Brooks

Upper School Associate Academic Dean: \_\_\_\_\_

Date: \_\_\_\_\_

Brian Guenther

Lower School Associate Academic Dean: \_\_\_\_\_

Date: \_\_\_\_\_