



# Holy Trinity Catholic Secondary School

## Guest Pass Application and Reference Form

### HT Student Information (please print):

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

### Guest Information (please print):

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

School: \_\_\_\_\_

### Important – Read Carefully:

Dances at Holy Trinity Catholic Secondary School are primarily for students enrolled in and in regular attendance at the school. An HT student may apply to bring one (1) guest to a dance. A guest is defined as another secondary school student who is deemed to be in good standing at his/her secondary school. This application must be completed in full and submitted to the Administration no later than two (2) school days prior to the dance. Administration reserves the right to refuse admission to any person.

The guest registered herein is required to arrive at the dance with his/her HT student escort. Both the HT student and his/her guest must have paid for their tickets in advance. Current student photo identification cards will be required of all HT students and their registered guests to gain admission to the dance.

Expectations apply to both HT students and their registered guests. Unacceptable behaviour of a guest may result in consequences, including potential legal action, for both the guest and the HT student. Inappropriate conduct will be addressed on an individual basis.

### All students in attendance at a dance must:

- not possess, traffic and/or be under the influence of alcohol and/or drugs;
- arrive no later than the time the doors are closed and locked;
- present valid student photo identification for admission;
- enter and leave via designated entrances;
- adhere to the school's code of conduct;
- have their coats and bags checked in at the designated area; and,
- follow additional instructions as may be issued by adult chaperones.

### Reference Check:

**TO BE COMPLETED BY THE PRINCIPAL OR A VICE PRINCIPAL AT THE GUEST'S SCHOOL.**

### Please check one (1) of the following choices:

- The student described above is in good standing and is recommended to Holy Trinity Catholic Secondary School as a guest.
- Please call me at the telephone number provided regarding the student described above.

\_\_\_\_\_  
Name of Principal/Vice Principal

\_\_\_\_\_  
Signature of Principal/Vice Principal

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Contact Telephone Number

**Please attach your business card or have this form affixed with the school stamp or seal.**

**FINAL APPROVAL BY HT ADMINISTRATOR:** \_\_\_\_\_

**TICKET NUMBERS ISSUED AND FULL PAYMENT RECEIVED:** \_\_\_\_\_ **AND** \_\_\_\_\_