



# 2023 Winter Formal Guest Request Form

333 58<sup>th</sup> Street  
Springfield, OR 97478  
Phone: (541) 744-5048  
Fax: (541)744-5029  
Atten: Kassi DeBaldo

*Thurston High School*  
*January 28<sup>th</sup>, 2023, 8:00 p.m. to 11:00 p.m.*

**\*\*\*MUST BE SUBMITTED TO STUDENT SERVICES BEFORE 3:30 PM ON OR BEFORE\*\*\*  
**Friday, January 20<sup>th</sup>.****

(Guest Passes will be available for pick up in Student Services on Tuesday, January 24<sup>th</sup>. You will **still need to purchase** a ticket for your guest.)

Thurston High School has tradition of well-attended and organized formal dances. The Associated Student Body of THS puts a great deal of time and effort into ensuring each dance is enjoyable, memorable, and safe. We ask your cooperation in keeping the tradition alive. Please adhere to all polices to ensure the dance is enjoyable for all students, guests, staff, and chaperones.

### THS Student/Guest Policies for Formal Dances:

Please remember the following conditions pertain to formal dances:

1. Each Thurston High Student may bring one guest. The Guest must be from a current **Springfield School District High School (Gateways, A3, WLA, SHS, SPS Online/Brattain Online)**. Guests must present a guest pass and photo identification at the door.
2. No guests younger than a high school freshman grade nor older than twenty years of age will be allowed. **There is no exception to this rule, so please do not ask for special consideration.** In addition, the guest must be within three years of the age of the student inviting them.
3. Guests must adhere to THS school policies. The host student may be held accountable for any negative action by their guest at the event.
4. Administrative approval will not be given to anyone who has been trespassed from Springfield Public Schools district property within the last two years, suspended or expelled from Thurston High School during the time the dance is held, or had significant discipline issues while attending their school.
5. Administrative approval will not be given to an outside guest with an arrest record for distribution or possession of drugs or alcohol, violent acts, or any criminal offenses.
6. School staff shall reserve the right to turn away or ask any guest to leave a dance based on safety consideration and/or the welfare of both the dance patrons and the faculty.
7. When attending school functions, you may not leave the function unless you are leaving permanently and may be asked to sign out when leaving before the end of the activity.

**In order for an outside guest to be admitted, the following information must be provided:**

Information of THS Student: Name: \_\_\_\_\_  
Phone #: \_\_\_\_\_

Information of Guest Student: Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Birth Date: \_\_\_\_\_  
Current School: \_\_\_\_\_  
School Phone: \_\_\_\_\_ School Fax: \_\_\_\_\_

-----**Administrator from Guest's School**-----

The guest student listed above is a student in good standing at our school. He/She has had no significant problems or discipline issues while attending our school.

Signature of Administrator \_\_\_\_\_ School's Phone Number \_\_\_\_\_

-----**Administrator from Thurston High School**-----

Checked by SPD (Yes \_\_\_\_\_ No \_\_\_\_\_ ) Comments: \_\_\_\_\_

Thurston High School Administrator \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_