

STUDENT LUNCH LEAVE POLICY

This policy outlines the conditions under which eligible Year 11 and 12 students may leave the School grounds during lunch, including consent, conduct, safety, sign-in requirements and withdrawal of permission.

APPROVAL

Document Code	PM-EF-POL-Student-Lunch-Leave	
File Path	https://perthmontessori.sharepoint.com/:w:/s/Admin/IQAe2fchXJ50TKyVcJtmBhFrAQLfCBEZ2KxDbcHBfSpGqY4?e=JvsK1B	
Document Category	Enrolment and Family Engagement	
Document Type	Policy	
Version	V1.0	
Owner	Principal	
Effective Date	20 July 2026	
Next Revision Date	20 July 2027	
Registration Standard/s	☐ 1-Curriculum ☐ 2-Staff Ratios ☐ 3-Days/Hours Instruction ☐ 4-Staff ☐ 5-Premises/Facilities ☒ 6-Enrolment/Attendance ☐ 7-Critical Incidents	☐ 9-Complaints ☐ 10-Child Abuse ☐ 11-Finances ☐ 12-Behaviour Management ☐ 13-Age of Enrolment ☐ 14-Delivery of Curriculum Standard of Education

1. PURPOSE

1.1. Perth Montessori recognises the increasing independence and maturity of students in Years 11 and 12. This policy sets out the conditions under which senior students may be permitted to leave the school grounds during their lunch break.

2. POLICY STATEMENT

2.1. Eligibility

2.1.1 Students in Years 11 and 12 may apply for permission to leave the school grounds during lunch, provided that:

- written permission has been given by a parent or guardian
- the student has demonstrated appropriate levels of responsibility, punctuality and conduct
- the student is in 'good standing' according to the Adolescent Program expectations
- the School is satisfied that the arrangement is suitable for the individual student.

2.1.2 Permission to leave the school grounds is a privilege, not an automatic entitlement.

2.2 Conditions of Leave

2.2.1 Permission to leave for lunch will be accorded to eligible students on the day of the intended leave by the supervising teacher.

2.2.2 Permission to leave for lunch will only be extended to students who:

- arrive on time to school (before 8:40 am)
- complete the required learning tasks and activities for that day
- are in 'good standing'.

2.2.2 Students granted permission to leave for lunch must:

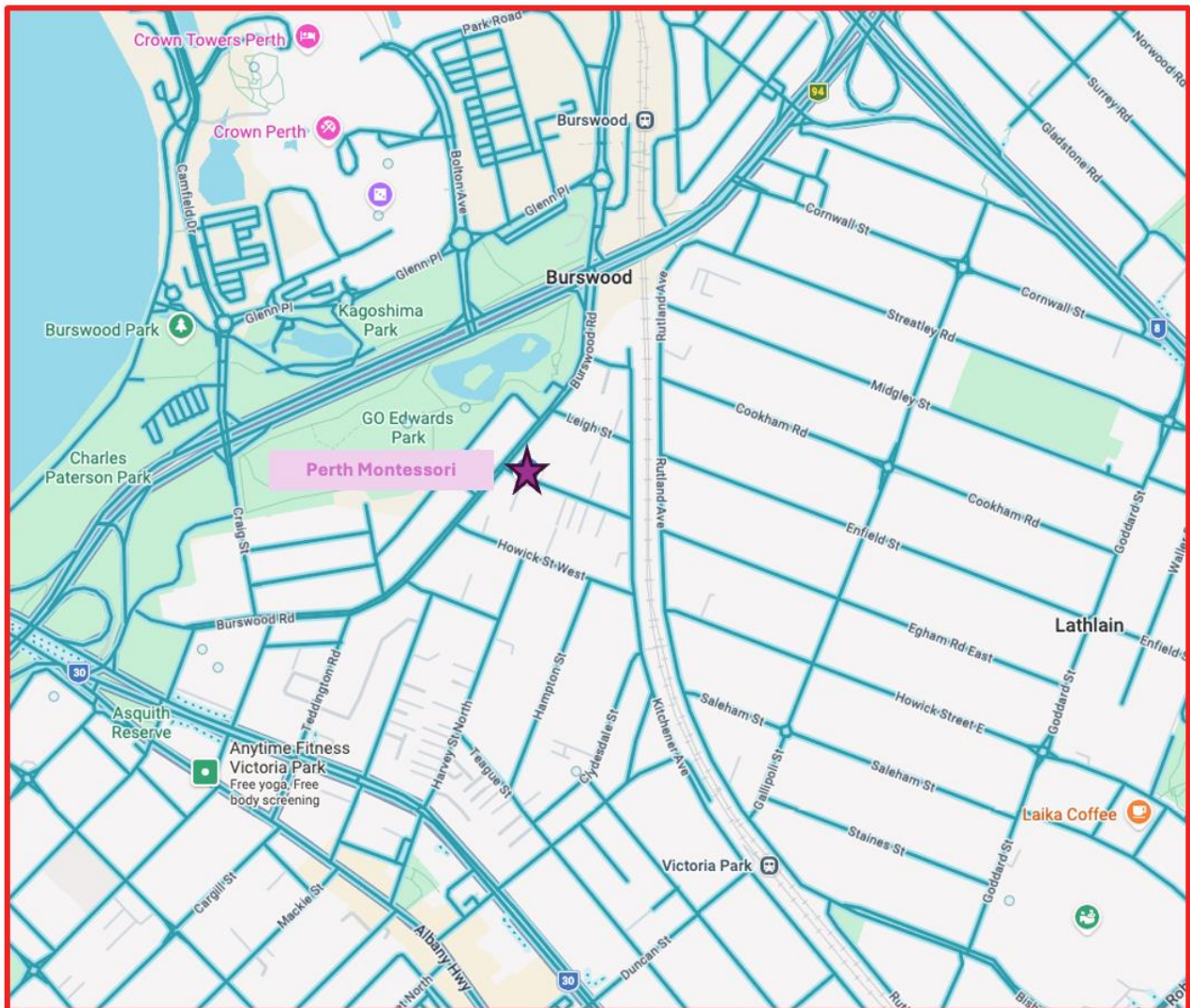
- sign out at the front office before leaving the school grounds
- sign back in immediately upon their return
- return to school on time and be ready for their next scheduled class or activity
- behave in a manner that reflects the expectations of Perth Montessori School while off-site
- remain within any boundaries or conditions set by the School
- comply with all road safety expectations and relevant laws.

2.2.3 Students are not permitted to drive other students, or be driven by another student, during lunch leave unless this has been expressly approved by the School and the relevant parents or guardians.

2.2.4 While students may generally be permitted to leave for lunch on any day of the week, there may be times when it is not practical for students to be off-site due to activities taking place at school or staffing arrangements. Therefore, AP teachers will inform students whether there are any days that cannot be used for off-site lunch at the start of each term.

2.2.5 Students may travel within the map zone below only:

Student Lunch Leave Zone



2.3 Parent/Guardian Consent

2.3.1 Parents or guardians must provide written consent before a student may leave the school grounds during lunch breaks.

2.3.2 By providing consent, the parent or guardian acknowledges that the student will not be directly supervised by School staff while off-site and accepts responsibility for the student's activities during the approved period of leave, subject to the School's duty of care obligations.

2.4 Withdrawal of Permission

The School may withdraw permission at any time if:

- the student loses their 'Good Standing' status
- the student returns late

- the student fails to sign in or out correctly
- there are concerns about behaviour, safety or judgement
- the arrangement interferes with the student's learning or school responsibilities
- the School considers that continuing the arrangement is not in the student's best interests.

2.5 Review of Permission

Permission may be reviewed at any time and will generally be reviewed at least annually and following a critical incident. The principal or delegate has final discretion in approving, modifying or withdrawing lunch leave arrangements.

3. RELATED DOCUMENTS & LEGISLATION

- 3.1. School Education Act 1999
- 3.4. Behaviour Management Policy and Procedure
- 3.5 Adolescent Program Good Standing Policy and Procedure

4. REVISION HISTORY

#	Date	Owner	Change
1.0	20 July 2026	Principal	New policy. Drafted by Felix Richards and Liam Hare with input from the Perth Montessori Board of Directors. Final version by Sally Alderton