

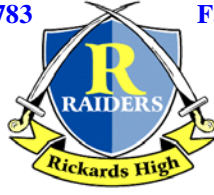
JAMES S. RICKARDS HIGH SCHOOL

3013 Jim Lee Road
Tallahassee, Florida 32301

Tel: (850) 488-1783

Fax: (850) 922-7104

Mr. Rusty Edwards, AP - Attendance
Mr. Danny Whitfield, AP - Discipline
Mr. Patrick Wright, AP - Curriculum



Dr. Joe Williams, IB Coordinator
Mr. Wilfred Brown, Dean
Mr. Mike Holmes, AD

Dr. Michelle Gayle, Principal

Special Activities Request Form

Please fill out this form completely. An additional form is required if this is a fund raising activity.

Name of Organization: _____ Sponsor: _____

Contact Name: _____ Telephone #: _____

Event Type: _____ Location: _____

Facility Requested: _____

Requested Date(s): _____ Time: Begin _____ End _____

Number of Students Involved: _____ Chaperones Needed: _____

Names of Chaperones (1 per 10 students) _____

____ Curricular Activity ____ Extracurricular Activity SSS: _____

School Resource Officer Arrangements (Must be initialed by Rickards SRO): _____

Transportation Needed? ____ Yes ____ No Type: _____

Additional Comments: _____

-----For Office Use Only-----

Principal's Approval: _____ Date: _____ A/C: _____

APA Approval (Facility): _____ Date: _____ Cal: _____

Calendar Approval: _____ Date: _____ File Date: _____

Form must be completed before activity can be place on the school calendar.

"The Leon County School District does not discriminate against any person on the basis of gender, marital status, sexual orientation, race, religion, national origin, age, color, or disability."