

School Visitation Form

Directions: Fill-in all sections of this form and submit to the Educational Services & Support Office (email/mail/fax) at least 48 hours prior to date requesting to visit school.

You will be contacted by the school to confirm your visit.

Today's Date:

Name(s) of Visitor(s):

Phone:

Email:

Date Requesting Visit:

Time Requesting Visit:

School Requesting to Visit:

Child's Grade if applicable:

Reason for Visit:

Signature _____

<u>For office use only</u>
Date Received _____
Signature _____
Date Forwarded _____