

KI-E

EXHIBIT

VISITORS TO SCHOOLS

Parents of enrolled pupils and parents who wish to enroll their children in the School District must fill out this form to visit, tour, or observe a classroom.

Date: _____

Name of Parent: _____

Name of Pupil or Prospective Pupil: _____

Name of Classroom Parent seeks to visit, tour or observe: _____

Please describe the reason for your visit, tour or observation.

****Visitor must check in at Administration Office and obtain a Visitor badge prior to visit.**

****Observations will be for a maximum of twenty (20) minutes unless specifically approved by the Principal for a longer period of time.**

FOR OFFICE USE ONLY:

Principal Approval: Yes No

Date/Time of Observation _____