** CLAYTON HIGH SCHOOL**

**STUDENT VISITOR PASS APPROVAL FORM**

**TODAY’S DATE**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE PRINT**

**CHS STUDENT** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**VISITOR STUDENT**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DATE OF VISIT**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **ALL DAY**\_\_\_\_\_ **½ DAY**\_\_\_\_\_A.M. \_\_\_\_\_P.M.

**CHS STUDENT**

You must have signed approval of all your classroom teachers and your grade-level principal a **MINIMUM OF THREE DAYS IN ADVANCE** of the visit date – no exceptions. Your request will be reviewed by your grade-level principal and you will be notified of decision.

**TEACHER SIGNATURE (Note: Visitor must show you this pass prior to start of class—see Item #2 below)**

0 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 5th \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1st \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 6th \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2nd \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 7th \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3rd \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 8th \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4th \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ADMINISTRATIVE APPROVAL – GRADE-LEVEL PRINCIPAL**

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SIGNATURE DATE

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**CHS STUDENT REGULATIONS**

You are responsible for acquainting your guest with school regulations.

**STUDENT VISITOR REGULATIONS**

Welcome to Clayton High School!

As a visitor in our school you are expected to follow these guidelines:

1. You must carry this approved pass with you during your visit and it is to be shown upon request by any staff member.

2. When entering a classroom you are to show your pass to the teacher **prior to the start of class.** The teacher can refuse admittance if it is felt inappropriate with the lesson plan.

3. You are to follow all rules and regulations while on campus.

**as of 9/15/17jlm**