



TEACHER APPROVAL FOR STUDENT GUEST VISIT

Teachers, please, give your approval or disapproval on this form at least three (2) days in advance.

REQUESTOR INFORMATION

Please, keep in mind that visitors won't be allowed on campus more than (1) one day.

FULL NAME OF LINCOLN STUDENT who will host and take responsibility for visitor (Last Name, First Name)

Today's date (MM/DD/YY):

VISITOR INFORMATION

FULL NAME OF GUEST (Last Name, First Name):

Date of visit (MM/DD/YY):

Time AND means visiting student will be ARRIVING at Lincoln

Time AND means visiting student will be DEPARTING Lincoln

**Please note that for insurance purposes we cannot permit visiting students to utilize school buses.*

TEACHER APPROVAL OF GUEST VISIT

Block	Subject	Teacher Approval	Teacher Disapproval (Please, specify)
A1/A2			
B			
C			
D			
E1/E2			
F			
G			
H			

Security Office informed

High School Office informed

Signature of high school Principal

Date (MM/DD/YY):

Occasionally, Lincoln students may invite non-Lincoln students to join them for the day. The high school principal welcomes guests on campus. In the interests of security and out of courtesy to the classes and teachers, permission will not be granted without prior request under any circumstances. While teachers usually welcome guests to their classrooms, there may be occasions when guests cannot be accommodated. Guests are expected to arrive at school with and depart with their hosting student. Guests must spend all their time on campus with their host student, following the same academic schedule. Guests are limited to a maximum of one day when visiting Lincoln campus. Guests are expected to abide by Lincoln's rules and guidelines, and the host student is responsible for the behavior of his or her guest while on campus. The high school principal reserves the right to withhold permission of a visiting student.