

Registrant Request Form

This form shall be used to document the Principal's response to an individual's, on the Sex Offender Registry (SOR) (hereinafter "registrant") request to come onto school grounds.

[Requests will be considered only from registrants who are the parent/legal guardian of a student or the person designated by the parent/legal guardian to have access to the student.]

Registrants whose request is granted shall keep a copy of this completed form with them each time they come onto school grounds.

To be Completed by Registrant

Full Name _____ Phone Number _____
(first, middle, last)

Address _____ Email Address _____
Requested Visit Date _____ Building or location to be visited _____

Reason for request (*check at least one*):

- Confer with school staff concerning my child's academic, disciplinary or placement, including matters required by federal or state law.
- Attend a school activity [*in which my child is participating.*] (*activity name*) _____
- Attend a nonschool sponsored activity which is (*activity name*) _____

Registrant recognizes that permission to be on school grounds is at the discretion of the principal, or designee. Permission is granted for the sole reason, time, location, etc. listed below. Registrant recognizes that he/she is not permitted to be in any location, including restrooms, other than that listed below.

Signature _____ Date _____

Principal's Response

- Registrant is required to provide additional information as follows:
- Registrant must follow check-in and check-out requirements as follows:
- Registrant must be directly supervised while on school grounds by the following individual(s) designated by the Principal:*
- Registrant is restricted to the following designated location(s) on schools grounds:
- Registrant may only be on school grounds during the following time period:
- Request by registrant to be on school grounds is denied.

Principal's Signature _____ Date _____

The completed form shall be kept on file at school. A copy of this completed form shall be provided to the registrant.

Note – The italicized wording in brackets is optional language school districts may want to consider when determining whether to limit permission to just those registrants who are also parents and not grant consent to other relatives or friends.