



Student Visit Form

2070 Five Mile Line Rd., Penfield, NY 14526
Tel. (585)387-3770—Fax (585)387-3771—www.finneyschool.org

Date of Visit: _____ Visiting Grade: _____ Host Student: _____

Visitor's Name: _____

Current Grade Level: _____ School Currently Attending: _____

School District of Residence: _____ Date of Birth: _____

Parent/Guardian(s)'s Name(s): _____

Address: _____

Street

City/Town

Town

Zip

Telephone: _____

Parent/Guardian Email: _____

Person to contact in case of an emergency:

Name _____ Relation to visitor _____

Preferred Phone Number home work cell Other Phone Number home work cell

Person to contact if we cannot reach the first person:

Name _____ Relation to visitor _____

Preferred Phone Number home work cell Other Phone Number home work cell

Physician: _____ Phone: _____

List any known allergies: _____

List any restrictions to your child's activities: _____

Does your child have any medical conditions of which the School should be aware? If, so please explain.

VISITOR RELEASE

I give permission for my child to visit The Charles Finney School for the school day. In case of emergency, I give qualified personnel permission to treat my child. I give further permission for health related information about my child to be shared with The Charles Finney School staff on a "need to know" basis. I have read and understand the visitor guidelines on the reverse side of this document.

Signature of Parent/Guardian _____ Date: _____

Visitors Information and Guidelines

The Charles Finney School invites prospective students and parents to visit the school for a day to experience Finney first-hand. Prospective students will have the opportunity to attend classes and meet current Finney students and teachers. Parents may also choose to schedule a tour on the same day and/or meet with administrators or teachers. Students hoping to shadow a certain student should make this arrangement ahead of time with the Admissions Director when scheduling the student shadow day.

On the day of the scheduled visit:

- Please report to the Main Office at 7:45 am to meet the student you will shadow.
- A parent or legal guardian must complete this form and return to the Admissions office either before or the day of the scheduled visit.
- All students and guests must adhere to the Finney appearance guidelines which encourage modest dress. Please do not wear clothing with inappropriate language or graphics. Hats are not allowed during school hours.
- Adult visitors must wear a visitor pass or sticker to identify them.
- Student visitors will be offered a visitor lunch pass for a complimentary lunch. Student visitors may bring a lunch from home if they wish.
- Cell phones must be turned off during the school day. Students may only use a cell phone at the end of the school day after dismissal. Visitors may ask to come to the main office at any time during the visit day if they would like to contact a parent.
- No gum chewing is allowed.
- No illegal drugs, tobacco, or alcohol are allowed on the school grounds. Please do not bring over-the-counter or prescription drugs to Finney on your visit day. Please take any required prescription medications prior to coming to visit.
- We ask all visitors to model good behavior and to refrain from inappropriate language.
- Please let us know, ahead of time, if you wish to meet other school personnel like the vocal teacher, athletic director, guidance counselor, etc. to help us plan and make your visit with us a great experience.

All visits must be scheduled with the Director of Admissions, Paula Guardalben, in advance.

Contact information: admissions@finneyschool.org or 585-387-3770 x 224.

We look forward to your visit!