

# Field Day Visitation

## V-Soft Visitor Sticker

- All visitors will be required to wear a V-Soft sticker while attending their child's field day events
- Visitors without a sticker will be asked to report to the office to get a sticker
- A valid Drivers' License from any state or a military ID will be needed to obtain a visitation sticker
- If your ID has previously been scanned at the front office, you can complete a visitation form prior to the event so that your V-soft sticker will already be printed and ready for you on Field Day without having to check into the front office.
- Preprinted V-Soft stickers will be filed alphabetically and available in the front foyer.

## Early Checkout of Child after Field Day

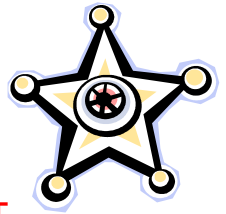
- After Field Day, all students will return to their homerooms with their class to pack up for dismissal.
- If you wish to take your child home with you after field day, please complete an **Early Release Form** or send a note that morning.
- The information will be verified, and your child's name will be added to the homeroom teacher's early release list.
- Once your child is packed up, they will be given a sticker/ticket and released by the homeroom teacher to their guardian/parent.
- If your child is being released to someone other than the parent, written notification signed by the parent (**Early Release Form**) must be received.
- Students not on the homeroom teacher's Early Release List will not be permitted to leave with their parent/guardian from the homeroom.
- If you did not send a note and wish to take your child home early, you will need to go to the front office so that information can be verified. Once verified, your child will be brought to you in the front office.

## Where can Early Release Forms be found?

- Included in Lariat and Low Down
- Copies at the front desk
- Lowery web site



# Field Day Visitation



## V-Soft Visitor Sticker

**THIS SECTION  
RETURNED TO RECEPTIONIST**

*Please Print Name as it appears on Driver's License*

3 <sup>rd</sup> Grade
Wednesday, November 4 <sup>th</sup> 12:30 lunch 1:00 events
The following people will be attending Field Day
❖
❖
❖

Your V-Soft sticker will be printed and available for pickup on field day.

- **Remember**, you must be entered into the system by having your license scanned to have your sticker printed ahead of time.
- **If you do not have your sticker printed ahead of time, you will need to check into the office and have a sticker printed.**

## Early Release Form

**THIS SECTION – TEACHER COPY**

Homeroom Teacher \_\_\_\_\_ Grade \_\_\_\_\_

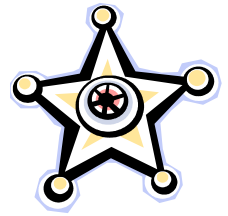
- Around 3:00 pm, students will return to homeroom to pack up.
- If the student's name is on the homeroom teacher's Early Release List, they will be released to the person indicated on the form.
- A student **without a prior note** wishing to leave early will need to be checked out in the front office by the parent/guardian. The student will wait in their classroom until the early release request is completed.
- Siblings leaving at 3:00 will need to have a note sent that morning to their homeroom teacher. The student will be given a sticker and sent to meet you in the front office. Siblings will not be released to parents from their classrooms.

*Please Print*

Field Day Student	Person Released To

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

# Field Day Visitation



## V-Soft Visitor Sticker

**THIS SECTION  
RETURNED TO RECEPTIONIST**

*Please Print* Name as it appears on Driver's License

4 <sup>th</sup> Grade
Thursday, November 5 <sup>th</sup> 12:30 lunch 1:00 events
The following people will be attending Field Day
❖
❖
❖

Your V-Soft sticker will be printed and available for pickup on field day.

- **Remember**, you must be entered into the system by having your license scanned to have your sticker printed ahead of time.
- **If you do not have your sticker printed ahead of time, you will need to check into the office and have a sticker printed.**

## Early Release Form

**THIS SECTION – TEACHER COPY**

Homeroom Teacher \_\_\_\_\_ Grade \_\_\_\_\_

- After field day, students will return to homeroom to pack up.
- If the student's name is on the homeroom teacher's Early Release List, they will be released to the person indicated on the form.
- A student **without a prior note** wishing to leave early will need to be checked out in the front office by the parent/guardian. The student will wait in their classroom until the early release request is completed.
- Siblings leaving at 3:00 will need to have a note sent that morning to their homeroom teacher. The student will be given a sticker and sent to meet you in the front office. Siblings will not be released to parents from their classrooms.

*Please Print*

Field Day Student	Person Released To

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

# Field Day Visitation



## V-Soft Visitor Sticker

**THIS SECTION  
RETURNED TO RECEPTIONIST**

*Please Print* Name as it appears on Driver's License

5 <sup>th</sup> Grade
Friday, November 6 <sup>th</sup> 12:30 lunch 1:00 events
The following people will be attending Field Day
❖
❖
❖

Your V-Soft sticker will be printed and available for pickup on field day.

- **Remember**, you must be entered into the system by having your license scanned to have your sticker printed ahead of time.
- **If you do not have your sticker printed ahead of time, you will need to check into the office and have a sticker printed.**

## Early Release Form

**THIS SECTION – TEACHER COPY**

Homeroom Teacher \_\_\_\_\_ Grade \_\_\_\_\_

- After field day, students will return to homeroom to pack up.
- If the student's name is on the homeroom teacher's Early Release List, they will be released to the person indicated on the form.
- A student **without a prior note** wishing to leave early will need to be checked out in the front office by the parent/guardian. The student will wait in their classroom until the early release request is completed.
- Siblings leaving at 3:00 will need to have a note sent that morning to their homeroom teacher. The student will be given a sticker and sent to meet you in the front office. Siblings will not be released to parents from their classrooms.

*Please Print*

Field Day Student	Person Released To

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_