

Katy Independent School District  
**Parent Permission for Elementary Lunch Visitors**

|                 |      |       |        |              |
|-----------------|------|-------|--------|--------------|
| Student's Name: | Last | First | Middle | Lunch Period |
|-----------------|------|-------|--------|--------------|

Parents are the only persons who have the right to access their child; therefore, it is important that parents designate other persons to whom they wish to grant lunch privileges. For safety purposes, Katy ISD guidelines limit lunchroom visitors at the elementary level to parents/step-parents/guardians, nonschool-aged siblings and grandparents (accompanied by a parent or with written permission from a parent), or campus mentors. Visits will be limited to the 30-minute lunch period. Due to space limitations at the elementary level, no exceptions to the list of approved visitors can be made. Lunch visitors do not include aunts, uncles, friends, or neighbors. In addition, lunch visitors are limited to three (3) guests per student per day except on days designated by the campus as a special event (i.e. Grandparent Day). Unusual circumstances may be approved/addressed by the principal.

Parents are asked to use the chart below to designate the family member(s) who have written permission to have lunch (unaccompanied by a parent) with the above-named student for the entire school year.

| Name of Person | Relationship of Family Member |
|----------------|-------------------------------|
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If a visitor plans to purchase lunch at the school, it is preferred that a note be sent to school with the child so that the cafeteria staff can be notified.

My signature below indicates that, as the parent/guardian of the above-named student, I give permission for the above-named family member(s) to have lunch with my child. I understand that if family member is not listed above, a note from a parent sent to school on the day of the visit may be sufficient notification to the school of my permission. A staff member may contact a parent to verify the validity of a note sent on the same day of a lunch visit as deemed necessary.

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|------------------------------|------|
| Signature of Parent/Guardian | Date |
|------------------------------|------|