

Shippensburg Area Intermediate School

Lunch Reservation

The Elementary Schools welcome you to enjoy visiting with your child in the school environment. For you to eat lunch with your child, we will accept lunch reservations on the first Friday of each month. This reservation form is part of our ongoing efforts to monitor and improve our safety and security procedures, as well as keep our cafeteria staff informed of guests. If you have questions, please contact the building principal.

The following are expectations for cafeteria visitations:

- This reservation form must be submitted to your child's homeroom teacher by 9:00 am the day of the visit. Reservations must be submitted on this form only. All lunch visitors must be listed on the form.
- Lunch visitors will be restricted to parents, siblings and grandparents unless preapproved by the principal.
- Lunch visitors must register in the office and present photo identification.
- Lunch visitors will report directly to the cafeteria and return to the office after the lunch period is complete.
- Lunch visitors and their students will sit at the visitor table for the lunch period.
- Please refrain from bringing fast food items to school during your visit.

Please return this portion of the Lunch Reservation Form to the Homeroom Teacher by 9:00 am on the day of visit. Thank you!

Date of Visit	
Name of Visitor, relationship to student	
Child's Name	
Teacher's Name	
Parent Signature	

