

LASALLE/PUTNAM COUNTY EDUCATIONAL ALLIANCE FOR SPECIAL EDUCATION

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**ILLINOIS SCHOOL VISITATION RIGHTS ACT
820 ILLINOIS COMPILED STATUTES 147/1 et seq.**

SCHOOL VISITATION FORM

Pursuant to 820 ILCS 147/30, this form is suggested to document and verify leave taken under the above Act. This leave is for an employee to “attend necessary educational or behavioral conferences at the school attended by his or her child”. Under the Act, “child” includes biological/adopted/foster/step child of the employee and/or a legal ward of the employee.

Date: _____

Time: _____

Employer: _____

Employee: _____

Name of School: _____

Address: _____

Name of Child: _____

Date of Conference: _____

Exact Time Began: _____

Exact Time Ended: _____

School Administrator Signature

Type or Print Administrator's Name