

Request for Weekend Overnight Visitation

NOTE: Completion of both sides of this form indicates that the parent/sponsor understands the procedures for overnight/weekend visitation as described in the *MHS Visitation Policy*.

Weekend overnight visits should be planned with the houseparents as far in advance as possible. All required paperwork must be completed and returned no later than five days in advance of the planned visit. Requests for overnight visits with MHS staff must be authorized by the parent/sponsor through the completion of this form and submitted through the Electronic Visitation Request system. Students enrolling in Milton Hershey School in August are eligible for five weekend overnight visits between September and May (except Labor Day weekend) in addition to the scheduled vacation breaks. Overnight visits on Columbus Day, Presidents Day, and Memorial Day weekends count toward the five overnight visits permitted each student. Weekend overnight visits for students enrolling in MHS during winter or spring months, will be prorated according to the enrollment date. Weekend overnight visits cannot be accumulated from year to year or be used to add to break periods.

Please type or print clearly below:

HOUSEPARENTS:	DATE:
STUDENT'S NAME:	STUDENT HOME:

Parent/Sponsor Name: _____

I am requesting weekend overnight visiting be granted for the student listed above for the weekend of (date): _____.

I, or my authorized driver (name) _____ will arrive at the student home on (date) _____ at (time) _____. I understand that I am responsible for ALL transportation arrangements.

TRANSPORTATION NOTE:

Public transportation is NOT provided or coordinated by Milton Hershey School for normal weekends. Charter bus service is available, to select destinations only, for the Columbus Day, Presidents Day, and Memorial Day long weekends. Check with your student's houseparents for more information on the charter bus service.

If the above-named student will not be staying with me, I give my permission for the student to spend the weekend privilege with:

Name

Street address

City State Zip
()

Telephone number

NOTE: The individual listed above MUST be on the student's approved Visiting Roster.

Parent/Sponsor Signature Date

Street address

City State Zip
() ()

Work Telephone number Home Telephone number

FOR HOUSEPARENTS ONLY	Houseparent's Initials: _____
Date received: _____	Date approved: _____
Date disapproved: _____	Reason: _____

Transportation Information for Weekend Overnight Visitation

I understand that I am responsible for making ALL transportation arrangements with the student or his/her host. Public transportation is NOT provided or coordinated by MHS except on the weekends listed below. Once the student leaves the student home for visitation, authorized visitors assume full responsibility for the welfare and safety of the student, with accountability ultimately being with the parent/sponsor.

Parent/Sponsor Signature: _____ Date: _____

PRIVATE TRANSPORTATION

LEAVING: I, or my authorized driver (name) _____
will arrive at the student home on (date) _____ at (time) _____.

RETURNING: I, or my authorized driver (name) _____
plan to return the student to the student home on (date) _____ by (time) _____.

NOTE: If the student is leaving from or arriving at the Harrisburg bus or train station, or the Harrisburg airport on normal weekends, when MHS does not offer charter bus service, he or she must have sufficient funds to obtain public transportation from and to the MHS campus.

CHARTER BUS SERVICE/MHS BUS TO HARRISBURG

- Student should use MHS-provided bus transportation from and to campus. MHS provides transportation to select locations on the following weekends only: Columbus Day, Presidents Day, and Memorial Day. Check with your child's houseparents on the availability of service to your area.

PUBLIC TRANSPORTATION (BUS or TRAIN)

Local transportation to and from bus or airport terminals:

LEAVING from Hershey to Harrisburg bus or airport terminals: Student will get there by (Bus Taxi) leaving Hershey at (time) _____ from (place) _____.
OR, my authorized driver (name) _____ will be taking the student to the terminal.

RETURNING from Harrisburg bus or airport terminals to Hershey: Student will get back to MHS by (Bus Taxi) by (time) _____.
OR, my authorized driver (name) _____ will be returning the student to Hershey.

Bus or train transportation:

LEAVING: Student will use (type of transportation) _____
leaving from (place) _____ at (time) _____.

RETURNING: Student will return on (type of transportation) _____
arriving in (place) _____ at (time) _____.

Airline transportation:

LEAVING: On airline (name) _____ Flight # _____ at (departure time) _____.

RETURNING: On airline (name) _____ Flight # _____ at (arrival time) _____.