



Club Details – School Visit

CEF Columbia-Midlands District

500 St. Andrews Road -- Post Office Box 21003

Columbia, SC 29221-1003

(803) 798-4405 or (866)767-0836 Fax (803)233-8304

Email: info@cefcolumbiamidlands.org

Date: _____ GNC Coordinator: _____

School Name: _____ Phone: _____

Principal: _____ Email: _____

School Secretary: _____ Email: _____

After School Dir./Coor.: _____ Email: _____

Emergency Contact if Principal Unavailable: _____ Phone: _____

Number of Children in School: _____ Kindergarten Yes No _____

GNC Location: _____ Day of the week: _____

Sound System: Yes No Can snacks be served in GNC location? Yes No _____

Projector Available: Yes No Storage Closet: Yes No Will principal announce GNC? Yes No

Is there a daily news show or announcements: Yes No Day of the week: _____

Start Date: _____ End Date: _____ Distribute Flyers: _____

Flyers: *What Day Papers Go Home*: _____ # of Flyers: _____

Sets of 25 to be delivered to: _____ Date Flyers Delivered to School: _____

Location for Completed Permission Slips: _____

Dismissal Time: _____ End Time: _____ Car Line location: _____

Policy for Car Line: _____

Walk Home Policy: _____

If a child is not picked up on time: _____

If a child does not have a permission slip: _____

Student roster should be emailed to: _____

School's COVID-19 policy: _____

Parking Instructions: _____

Sign-in Procedure First Day: _____

Sign-in Procedure After First Day: _____

How can the church help? _____

Notes: _____

Church: _____ Address: _____

Pastor: _____ Phone: _____ Email: _____

Team Leader: _____ Phone: _____ Email: _____