

VISITORS TO OUR SCHOOLS

The board of education encourages parents and community members to visit the district schools and classrooms to observe the work of students, teachers and other staff. The school principal, or his or her designee, is responsible for anyone in the school and on school grounds. Since schools are a place of work and learning, the following rules must be followed:

- ◆ Anyone who is not a regular staff member or student of the school is considered a visitor.
- ◆ All visitors are required to enter through the designated entry and report to the reception area.
- ◆ All visitors to any school are required to show identification. If a person does not have an ID, the school principal will work with the parent, guardian or caregiver to find a solution.
- ◆ Visitors will be issued a visitor's badge, which must be worn at all times while in the school or on school grounds.
- ◆ Visitors must return the visitor's badge and sign out at the reception area before leaving the school.
- ◆ All visitors are expected to abide by the rules for public conduct on school property.



Anyone on school property or attending a school function is expected to conduct themselves in a respectful and orderly manner. When the school principal or designee observes disruptive or disorderly conduct, he or she will tell the individual that the conduct is prohibited and ask that the behavior stop.

If the visitor's conduct poses an immediate threat of injury to anyone or the property, the school principal will request that the individual be immediately removed from school property or the school event. If necessary, local law enforcement will be contacted to assist.

