

VISITORS TO THE SCHOOLS

Citizens are encouraged to visit the schools and to observe the school program.

All persons, other than staff and students enrolled in the school, who may come to the school for any reason during the school day are considered visitors and must report and sign in at the school office. Employees of the school district (directors, coordinators, maintenance staff members, and others) are to advise the school principal or secretary that they are in the building. A visitor (a person not employed by the school district) must immediately report to the school office and receive permission to be on the school ground.

Persons wishing to meet with a teacher for the purpose of discussing a particular problem shall do so only at a time when it does not interrupt the normal school program. Persons wishing to make such arrangements may do so by securing an appointment with the teacher through the office of the principal or by direct contact with the teacher.

Any person visiting a school shall report to the office of the principal upon entrance to the building.

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