



VISITORS TO THE SCHOOLS POLICY
(School Community and External Agency Relations)

VISITORS TO THE SCHOOLS

The following guidelines to classroom and school visits should be followed:

1. Visitors to a school may be CORI'd or must be accompanied by school district staff.
2. Parental or legal guardian requests for classroom visitations will be welcomed as long as the educational process is not disrupted. Such requests must be made at least 48 hours in advance to allow for proper arrangements to be made.
3. The Building Principal has the authority to determine the number, times and dates of observations by visitors. This will be done in consultation with staff members, so as to give adequate notice to the staff members of impending visits.
4. For security purposes, all visitors must report to the School's main office upon entering and leaving the building and sign a guest log showing arrival and departure times.
5. Classroom observations will be strongly discouraged during the first three weeks of school in September and during the month of June.

The superintendent may temporarily suspend or modify this policy subject to Federal, State, or Local emergency declarations.

Approved: 2/10/15

Approved: 2/14/17

Approved: 4/26/22