

907-AR. SCHOOLVISITORS

(1250A) All visitors must report to the school office, sign in, and secure an identification badge before proceeding to any part of the school building.

Classroom visitations may be made only with the prior approval of the school principal, and with appropriate notification to the classroom teacher.

While visiting a classroom or other specific instructional area for the purpose of observation, visitors may not enter into discussion with the teachers or students, ask questions, or make comments except at the request of, or with the approval of, the teacher.

Visitors who want to conduct in-depth discussions with teachers or administrators must make an advance appointment for a mutually convenient time. Such appointments shall be made through the office of the principal.

Teachers, students, and other staff members are asked to courteously direct all visitors to the central school office for information and directions.

All visitors shall follow all school regulations, including proper decorum and shall adhere to all policies of the Board regarding smoking and use of drugs.

The school principals or designee and the Superintendent have the authority to prohibit entry into any school, and any individual who is in violation of any school or district regulations will be asked to leave the school building and grounds immediately.