

## VISITORS TO SCHOOLS

Parents are encouraged to visit the School.

All visitors to any school must report to the School office upon arrival.

For those who wish to visit a classroom during the school day, it is preferred that the teacher and the site director be contacted in advance to arrange a day and time for such visit so as to avoid any conflicts with the School schedule.

In visiting a classroom, parents must realize that the teacher's first responsibility is to the class as a whole, and the teacher will be unable to converse at any length with the visitor. If a conference is desired, arrangements will be made by the teacher for an appointment with the parent either before or after School hours.

No person may enter onto School premises, including visits or audits to a classroom or other School activity, without approval by the site director. Neither will any person be allowed to conduct or attempt to conduct any activity on School premises that has not had prior approval by the site director.

Anyone who is not a student or staff member of the School, and is in violation of this policy, may be asked to leave the property of the School. Failure to comply with the lawful directions of School officials or of School security officers or any other law enforcement officers acting in performance of their duties, and failure to identify oneself to such officials or officers when lawfully requested to do so, will be against School regulations. Failure to obey such instructions may subject the person to criminal proceedings applicable under law.