

SCHOOL VISITORS

Due to safety considerations, all persons, upon entering any school building, shall report immediately to the school office and state their business.

If the visitor wishes to talk to a student, the student will be called to the office when he is available without disruption of classes, except in the case of an emergency. Permission by the principal may be granted at his discretion to persons wishing to visit classes.

Students shall not be dismissed to anyone except the child's legal guardian except in the case of an emergency or unless a note or phone call has been received from the child's legal guardian allowing for dismissal.

Employees are to report unauthorized persons immediately to the main office.

Current practice codified 1977

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