

## VISITORS TO THE SCHOOLS

The principal is responsible for all persons in the school or on the school grounds; therefore, visitors are to proceed first to the principal's office. These visitors include parents of pupils, interested citizens, invited speakers, central staff personnel, maintenance and repair personnel, salesmen, representatives of newsmedia, police, students not presently enrolled in school, and any other visitors.

No students shall be contacted by any visitors prior to receiving permission from the principal's office. No salesman shall be allowed to contact any teachers during times when they are responsible for supervising or instructing students.

Any person on school property who has not registered with the school office shall be asked to identify himself properly or leave the school grounds. Any person loitering on school property who refuses to leave the grounds when requested, or who creates a disturbance may be subject to legal action.

SOURCE: Board of Education Minutes

DATE: November 28, 1983 - January 15, 2001