

4560 Visits to the Schools

Policy 4560

STATUS: APPROVED

VISITS TO THE SCHOOLS

Board Approved and Codified: March 17, 1986

Last Revised: June 13, 2013; September 2020

Description:

The Board of Education and staff of School District #59 welcome members of the public to visit schools.

The superintendent is authorized to establish administrative procedures that will:

- Maintain the safety of all staff and students;
- Provide for a welcoming environment;
- Ensure that the purpose of such visits will enhance the effect of the educational program.

All meetings with staff should be pre-arranged. It is preferable that parent-teacher conferences be held before or after instructional time so that the normal activities within the classroom are not disrupted.

For the protection of everyone, all school staff are to direct visitors to the office where sign-in and sign-out procedures will occur. Any visitor not reporting to the office will be reported to the principal.