

## **Visits to the Schools**

### **Policy 2120**

**April 26, 2005**

**Revised: September 23, 2014**

The Board of Education requires that all visitors to schools, including district staff, administration office personnel, maintenance staff, and itinerants report to the office and state their business for being there.

It is the policy of the Board of Education to encourage all citizens to take an active interest in the district's schools, and the schools welcome visits from parents and other members of the community. However, because a school is primarily a place for teaching and learning, visitors are requested to arrange classroom visits in advance with the principal and the teacher. Teachers are not expected to take class time to discuss individual students with parents or to interrupt their teaching in order to entertain visitors. If a parent wishes to discuss a specific concern, a parent-teacher conference outside regular class time should be arranged.

#### Guidelines:

1. Appropriate signage will be in place at schools to direct visitors to report to the office.
2. Any individuals on school district property who have not registered with the office are illegally on school property and are to be asked to identify themselves or to leave. If a visitor refuses to leave and/or creates a disturbance, the principal or building manager has the authority to request aid from the RCMP.