

VISITORS TO THE SCHOOLS

To promote effective communication between the citizens of the community and the school system, the Board of Education encourages parents and other citizens to visit their schools periodically during the course of the school year. Except for scheduled appointments or school functions open to the public, all visitors must upon entering the building report to the school office. Except on special occasions, parents are requested to refrain from bringing preschool children into classrooms.

Students from other schools may visit if they have a specific reason and have the prior approval of the building principal.

Visits to school buildings are to be in accordance with the Board of Education regulations posted in conspicuous places. A violation of the visitation policy shall be prosecuted pursuant to New York State law.

Compliments, suggestions, and criticisms should be directed to the superintendent of schools through the appropriate administrative personnel.

Regulations Governing Visitors

Visitors to the schools of the district shall be governed by the following rules:

1. Each building principal shall establish and maintain a plan outlining the process for registration and authorization for visits to his/her school. Such plans shall be submitted to the superintendent of schools for approval, and thereafter be made available in the building principal's office and anyone interested in visiting the school.
2. Parents or guardians wishing to speak with a specific teacher concerning the progress of a child must make an appointment with the teacher.
3. All visitors must report to the main office, sign in, and be issued a visitor's permit, which must be displayed at all times.
4. Registration shall not be required for school functions open to the public, whether or not school-related.
5. Parents are encouraged to visit guidance counselors, school nurses, school psychologists and other support personnel, by appointment, in order to discuss any problems or concerns the parent may have regarding the student, whether or not school-related.
6. The building principal is authorized to take any action necessary to secure the safety of students and school personnel.