

XI VISITORS/VOLUNTEERS TO THE SCHOOL

For the safety of your child, all visitors and volunteers, except at times of public functions, are to report first to the main office to sign in and receive a visitor/volunteer badge to wear. At the end of their visit, visitors/volunteers are to sign out at the main office. All staff members have been instructed to question any visitor/volunteer who is not wearing the appropriate badge. Parents or visitors are not permitted to meet with teachers or do any school business without signing in at the office first. Family members are not permitted to visit children during school hours. This includes lunch time or recess time in the school yard.