

**VISITORS TO THE SCHOOL**

Persons wishing to meet with a teacher for the purpose of discussing a particular problem shall do so only at a time when it does not interrupt the normal school program. Persons wishing to make such arrangements may do so by securing an appointment with the teacher through the office of the Principal or by direct contact with the teacher during a time when the teacher is not supervising students.

During the school day all persons, other than staff and students enrolled in the school, must report to and sign in at the office.

**Adopted:** **DATE:** February 10, 1992  
**Reviewed:**  
**Revised:** September 6, 2007  
**Cancellation:**