

**BARRE UNIFIED UNION SCHOOL DISTRICT**

**Barre City Elementary & Middle School**

**Barre Town Middle Elementary School**

**Spaulding High School**

**Central Vermont Career Center**

**January 13, 2020**

**PROCEDURE**

**Home Visits by District Staff**

The Barre UUSD recognizes the importance of supporting students and families in a variety of ways to help ensure their success. As part of this support, Barre UUSD staff will participate in home visits to support students and families based on legal and regulatory requirements, need, and/or availability. Visits will take place using the following guidelines:

- Any staff member planning a visit or series of visits will always check with the building administration and receive approval prior to finalizing plans for the visit(s).
- A parent or guardian must be present during the entirety of the visit(s).
- Unless otherwise approved, staff members will attend the visit(s) in a minimum of two-person teams.
- If appropriate, the staff member will be accompanied by a school or district administrator, a member of a state agency, or other relevant resource personnel.
  - For example, this might be:
    - At the start of a series of regular visits
    - A staff member from the Agency of Human Services,
    - A staff member from law enforcement
- District staff will follow all district policies and procedures when on visits.
- As each situation is unique, school and district administrators will always use their best judgement in interpreting these guidelines and exercise flexibility when necessary in following these guidelines.