# LENAPE TECHNICAL SCHOOL

SECTION: COMMUNITY

TITLE: SCHOOL VISITORS

ADOPTED: June 18, 2009

REVIEWED: June 16, 2016

REVISED:

## 907. SCHOOL VISITORS

1. Authority
SC 1850.1

The Joint Operating Committee welcomes and encourages visits to school by parents, adult residents and interested educators. To ensure security and order in the school, it is necessary for the Joint Operating Committee to establish policy governing school visits.

2. Delegation of Responsibility

The Administrative Director or designee and an assistant administrator / principal have the authority to prohibit the entry of any individual to the school, in accordance with Joint Operating Committee guidelines.

3. Guidelines

**Upon entering the school, visitor should go directly to the office, sign in and obtain a visitor's pass to visit the area of their choice. If necessary students will be selected to act as guides. Except for extenuating circumstances, visitors cannot visit faculty during instructional time.**

**Permission for students from other schools, or other student guests, to visit must be requested from the office at least one (1) day prior to the visitation. No student guests are permitted during the last two (2) weeks of school.**