

## **SCHOOL VISITORS**

### General

Under normal conditions, all visitors are required to report immediately to the main office upon arrival at a school campus. The principal is required to post a notice to this effect at each school entrance. Students are encouraged to notify their parents of this policy.

### Student Visitors

Enrolled students are not permitted to bring student visitors to school during regular school hours without prior approval by the principal.

### Students Being Checked Out of School

Under normal conditions, all parents or guardians or other authorized persons coming to school to check a student out of school must do so through the main office via the school's approved check-out plan. Such persons are not to go directly to classrooms for this purpose.

### Trespassing

Refusal to register through the main office or to identify one's self to school authorities may constitute trespassing and constitute grounds for prosecution.