

SALEM SCHOOL DISTRICT
Salem, Connecticut

COMMUNITY RELATIONS

SCHOOL VISITORS

The following procedures shall be adhered to when visiting the Salem School:

1. Conferences with teachers and/or administrators should be made by appointment.
2. Requests for permission to visit a particular class or program should be made in advance to the Principal or his/her designee.
3. All visitors are required to provide a valid government issued photo identification and must sign in at the Greeter/Receptionist station prior to visiting any class or program.
4. All visitors must wear a visitors badge at or above the waist and in clear view at all times while visiting the building.
5. When visitors/volunteers leave the building, they must sign out and return the badge to the Greeter/Receptionist.

Loitering or Causing Disturbance

No outdoor activities are permitted after 9:00 p.m. without prior approval of the Superintendent.

(cf.. 1330.1 - Use of School Grounds)

Procedure Revised: June 26, 2002
Procedure Adopted: July 24, 2002
Revised Procedures 1st Reading: June 4, 2007
Revised Procedures Adopted: July 16, 2007
Revised Procedures 1st Reading: April 1, 2013
Revised Procedures Approved: May 6, 2013

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