

Contacts with Staff and Visitors to the School**Contacts with Staff**

The learning environment and the staff's time for students shall be free from interruption. Except in emergencies, staff shall not be interrupted in their work. Brief messages shall be recorded so as to permit the staff member to return the call when free.

Visitors

The Board welcomes and encourages visits to school by parents, other adult residents of the community and interested educators. In all buildings the visitor must first check in with the Principal.

A visitor wishing to observe in a classroom shall schedule that observation in advance with the classroom teacher.

Policy History:

Adopted on: 2008-09

Revised on: 01/28/19