

CARBON CAREER & TECHNICAL INSTITUTE

SECTION: COMMUNITY

TITLE: SCHOOL VISITORS

ADOPTED: December 16, 2004

REVISED: October 19, 2006

907. SCHOOL VISITORS	
<p>1. Authority SC 1850.1</p>	<p>The Joint Operating Committee welcomes and encourages visits to the school by parents/guardians, Occupational Advisory Committee members, 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.</p>
<p>2. Delegation of Responsibility</p>	<p>The Administrative Director or designee and building administrator shall have the authority to prohibit the entry of any individual to the school, in accordance with Joint Operating Committee guidelines.</p>
<p>3. Guidelines</p>	<p>Persons wishing to visit the school shall make arrangements in advance with the school office.</p> <p>Upon arrival at the school, visitors must register at the office where they will receive a pass. Staff members shall be expected to require that a visitor has a visitor's pass.</p> <p>No visitor may confer with a student in school without the approval of the building principal.</p> <p>Should an emergency require that approval be given for a student be called to the office to meet a visitor, the building principal or designee shall be present during the meeting.</p> <p>Visitation of classrooms or a career and technical area while in session invariably leads to disruption of the learning process. Accordingly, such visitations are not encouraged and shall be permitted only with the approval of the building principal and under stringent procedures.</p>
<p>School Code 1850.1</p>	