## Visitor, Tour, and Observation Policy

Student guests are not permitted. All visitors must log in at the reception desk. Visitors that are disruptive to function of the school will not be granted permission to visit. Parents and guardians are free to enter the school and class at any time after receiving a visitor's pass. Identification is necessary to visit or release students. Visitors, to include parents and guardians, are not permitted to confront other visitors or students regarding school based on non-school based conflicts without consent of school administrator. **Police will be notified in the event of any visitor that enters educational settings, offices, labs, service learning sites, etc without prior permission from the front desk or administration.** Any person found on agency grounds without permission will be considered a trespasser and subject to immediate arrest. This includes students under suspension or expulsion and unauthorized persons who enter or remain on a campus or school function after being directed to leave by an administrator or designee of the campus or function.