

## **VISITORS TO SCHOOLS AND FACILITIES**

Parents and visitors are welcome in district schools or facilities. For the safety of students, staff and visitors, Lincoln County School District #2 is providing this policy along with procedure KI-R regarding school visits.

Visitors include, or are defined as, but are not limited to parents, guardians, substitutes, volunteers, contractors, and non-employees.

Additionally, any Lincoln County School District #2 staff or students entering a building they are not assigned to or enrolled in would be considered visitors to that building.

It is our goal to provide assistance to visitors to make their visit in the school or facility a positive experience. To avoid undue disruptions to the educational process, maintain the safety of our students and staff, and assure that no unauthorized person enters a school or facility with wrongful intent, all visitors are required to check-in at the school or facility main office for initial assistance and to be issued a visitor's badge as appropriate.

It is requested that parents and those wishing to visit a classroom, to arrange such sessions in advance, following the communication procedures for each school, so that class disruption may be kept to a minimum.

Visitors who fail to abide by district and school guidelines may be requested to leave school property and may be subject to future restrictions regarding school visits.