

Adult Visitors

The Horseshoe Bend Schools welcome parents, community and other visitors to visit the schools and classrooms. It is incumbent upon the school staff to make all aspects of the educational process available to the community and the taxpayers when it does not disrupt the educational program for the students and teachers.

The staff will appreciate knowing in advance that visitors are coming. Patrons and others will be welcomed in classrooms, upon prior approval of the principal or the classroom teacher.

To ensure that classrooms are not interrupted at inopportune times, visitors are asked to check in at the elementary or high school office. When necessary visitor tags will be provided to let the teachers know that the office is aware that these visitors are in the building.

Adult Visitors to the classroom may:

- 1. Stand (for short visits) or sit down in a chair for longer observations. Please wait for the teacher's invitation to speak or interact with students.*
- 2. Sit down and help students with their lesson, if the teacher invites them to do so.*
- 3. Volunteer to come to the classroom regularly to help the teacher with lesson preparation materials or to tutor individuals or small groups of students.*

School Age Visitors

The Horseshoe Bend School District welcomes student visitors and recognizes that it can be a part of the overall educational experience of a student.

The administration reserves the right to deny visits by school age visitors.

Student Visitors to the classroom:

- 1. Must be a guest of a student enrolled in the Horseshoe Bend School District.*
- 2. Must be age and grade appropriate.*
- 3. Must have administrative and teacher approval.*
- 4. Must submit a request for a visitation at least one (1) day in advance.*
- 5. Must list a contact person (in case the visitor must be excused early).*
- 6. Must dress and behave appropriately (visitors with inappropriate dress or behavior will be asked to leave).*



LEGAL REFERENCE:

ADOPTED: February 9, 1998 Arthur J. Kerbein, Chairman

REVISED: March 13, 2001

AMENDED: June 11, 2001 Vonda Pattee Chairman