**Hancock Central School 1240**

**VISITORS TO THE SCHOOLS**

To promote effective communication between the citizens of the community and the school system, the Board of Education encourages parents and other citizens to visit their schools periodically during the course of the school year. The Board believes that there is no better way for the public to learn what the schools are actually doing.

The Board recognizes that many visitations that will occur are regularly scheduled events, e.g., parent-teacher organization meeting, public gatherings, registering of pupils, etc. There are also occasions when parents or guardians desire to visit their child’s classroom at other than regularly scheduled times. When such visitations occur, they shall be made on the basis of a defined need and shall be made only with the approval of their child’s teacher and/or principal. The Board views these visits as constructive; however, no such visit shall be permitted to interfere with the educational process.

In order to ensure that no unauthorized persons enter buildings with wrongful intent, persons who are not students or staff shall report immediately to the school office upon entering a school building, receiving authorization before visiting elsewhere in the building. Unauthorized persons will not be permitted in school buildings or on school grounds. Building principals will be authorized to take appropriate action to prevent such individuals from entering buildings and from loitering on grounds. Persons other than parents, guardians, students or staff, who desire to visit a school building, shall do so only with the permission of an appropriate administrative staff member.

Student visitors from other schools, unless they have a specific reason and prior approval of the Superintendent of Schools, shall not be given permission to enter school buildings. New students accompanied by their parents are always welcome.

Visits to school buildings are to be in accordance with the Board regulations posted in conspicuous places. A violation of the visitation policy shall be prosecuted pursuant to New York State Law.

The Superintendent will establish regulations that:

1. Provide for appropriate hospitality for visitors;
2. Channel expressions of approval as well as constructive criticism to the Board; and
3. Ensure that such visits will enhance the effect of the educational program, rather than hinder it.

Ref: Education Law §§ 1708; 2801

Adopted: 03/23/1993