

## *LHS Visitor Policy*

Lindale High School recognizes the need to balance an open and welcoming atmosphere with the need to assure stability and continuity, to safeguard against disruption of the educational process, and to insure the security of the school. Safety of students and staff will be the highest priority. The principal has the authority to make decisions about all visitors to schools and classes, using the following guidelines during a regular school day.

- All visitors MUST check in at the front office and have proof of identification. A visitor's temporary badge will be issued for that day only.
- Visitors will not be permitted to access hallways, gymnasiums, cafeteria, classrooms or hallways without permission and be in the presence of a school employee.
- Visitors will not be allowed to eat with a student in the cafeteria. Parents/Guardians listed on Skyward may drop off food in the office for their student.
- Guest speakers, student teachers, substitutes, or any other all day visitor accessing the school during a school day must be cleared by a background check in advance of the day they will be on campus.
- Former students are not permitted to visit during a school day. They are welcome to check in at the office and make arrangements to visit with a teacher or coach after the last bus has left the school.
- Visitors must conduct themselves in a professional and school appropriate manner. Failure to act appropriately will result in the visitor being asked to leave or escorted off the premises by the School Officer.

\*\*As a reminder, Lindale High School is a firearm, alcohol, and tobacco free zone. All visitors must comply with state law in this regard.