



Sweet Home Independent School District

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August 1, 2022

Sweet Home Families,

With the start of the 2022/2023 school year fast approaching, we would like to take this opportunity to share with you our updated school visitor policy. We are proud of our school and welcome visitors. To protect the security of our students and staff and the learning environment of our school, visitors must adhere to the following guidelines:

- All visitors will be screened at the electronic gate. Please state your name and school business at the gate prior to admittance on campus.
- All visitors to Sweet Home ISD must report to the school office, may be asked to present government-issued photo ID, sign in, state reason for being on campus, and obtain approval from the principal or designees.
- All visitors to school shall wear a visitor name badge provided by the school office. This badge must remain on during the duration of the visit on campus.
- Anyone on campus without a name badge will be escorted to the main office for proper sign-in and to obtain a visitor's badge.
- Visitors are not permitted to visit classrooms during the instructional day without the permission of the superintendent/principal.
- Once campus-business is complete, the visitor will sign-out at the main office.
- A school administrator or designee may refuse to allow a person to enter or may eject a person from the campus for violating the school visitor policy, or if
 - The person poses a substantial risk of harm to any person; or
 - The person behaves in a manner that is inappropriate for the school setting.
- Game days/Performance Events: when Sweet Home ISD is hosting a game/event on campus, we will adhere to our visitor sign-in policy. We will have a sign-in station set up outside of the main office and all game/performance visitors will receive a visitor tag.

Sweet Home ISD will need your help in ensuring our campus remains a safe and welcoming place for all our students, faculty, staff, and visitors.

Thank you for your understanding.

Michelle Turek
Superintendent, Sweet Home ISD