

Water Valley ISD Visitor Policy

During COVID-19

The following policy will be in effect for the 2020-2021 school year or until the conditions of the pandemic warrant a change in policy.

Bringing Students to School

- Regular morning drop off with an employee at the drop off.
- After the start of the school day
 - Parent/guardian will call the office and an employee will come out to the vehicle to bring the student inside.
 - Parent/guardian can walk the student to the door and ring the doorbell. An employee will come to the door and open the door for the student to come in.

Picking Students up from school

- Normal after school pick up with parents/guardians wearing a face covering and social distanced.
- Before the end of the day
 - Parent/guardian will call the office and an employee will bring the student to the vehicle.
 - Parent/guardian will ring the doorbell. An employee will bring the student to the front door.

Breakfast/Lunch

- Due to circumstances, parents/guardians will not be able to eat breakfast/lunch with their child.

Parent/Teacher Conference or Other Educational Meeting

- The visitor will ring the doorbell. An employee will come out and screen the visitor. Once cleared, the visitor will be allowed into the office to sign-in. **A driver's license or other ID will be required.**
- The visitor will then be escorted to the proper classroom.
- Upon completion of the conference/meeting, the visitor will sign out at the office before exiting the building.

All Other Visitors during the school day or other times when students are on campus

- Delivery will ring the doorbell and wait on an employee to come sign for the delivery. Only exception is cafeteria delivery. **A driver's license or other ID will be required.**
- Salesmen will contact via phone or meet outside with proper employee.

- Anyone else with an educational need to enter the building will follow the steps listed for **Parent/Teacher Conference or Other Educational Meeting**.
- No visitors allowed in other school areas such as the weight room or the track.

Use of school facilities after normal school hours

- No school facilities will be available without prior approval from the Athletic Director for gym or field use and the Principal of Operations for building use.