

# Water Valley ISD Visitor Policy 2022-2023

Visitors to the school should self-screen for any illnesses that might affect the health of our students before coming onto the campus.

## Bringing Students to School - School starts at 7:55 am

- Single point of access at the HS office.
- Morning drop off for all students eating breakfast will be in front of the HS this year.
- After the start of the school day and late students
  - All students at the HS front door.
  - Parent/guardian or student will ring the bell at the entrance. The student will be allowed inside to the office to sign in.

## Picking Students up from school

- Normal after school pick up with parents/guardians will take place on Wildcat Drive next to the elementary school for ALL students. The front of the high school will be blocked off for bus loading.
- Before the end of the day
  - Single point of access at the HS office.
  - Parent/guardian will ring the bell to the office. Let the office staff know you are picking up your child and they will bring your child to the front door. Go to the office and sign your child out.

## Breakfast/Lunch

- Parents/guardians will not be allowed to eat breakfast with their child.
- Parents/guardians WILL be allowed to eat lunch with their child. You must check in at the HS office. You will be allowed to eat with your child at the tables in front of the HS office. Please call in advance to make sure other activities are not taking place in that location.

## Parent/Teacher Conference or Other Educational Meeting

- Single point of access at the HS office.
- The visitor will ring the doorbell. Please give the reason for your visit when prompted by the office staff. The office staff will let you in the front door at which time you will go directly to the office. **A driver's license or other ID will be required for entry.**
- The visitor will then be given a visitor sticker and 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

- The visitor will ring the doorbell at the HS office. Please give the reason for your visit when prompted by the office staff. The office staff will let you in the front door at which time you will go directly to the office. **A driver's license or other ID will be required for entry.**
- The visitor will then be given a visitor sticker and escorted to the proper classroom.

## 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 Superintendent or Principal of Operations for building use.