

## Visitors to Northview

### 2018-2019

1. All District Personnel and Vendors must have badges visible.
2. All visitors check in at the front office, upon arrival on campus.
3. Mrs. Holland will note time processed on pass.
4. Mrs. Amy Holland sends "Visitor on Campus" group email to: G. Weaver, G. Pippins, Dean Johnson, SRO Edmondson, T. Johnson, and S. Holland.
5. No visitor may interrupt a class in progress.
6. No visitor may visit any NHS personnel without person's approval. Mrs. Amy Holland will verify from the personnel that the visitor is welcome, but only during the personnel's non-class time.
7. Visitor passes are for one-period maximum.
8. Active Military, NHS Graduates, are welcome to visit NJROTC but only
  - a. With permission of Captain or Chief, and
  - b. in Military Uniform.
9. Military Recruiters sign in at guidance. They are never to disrupt class. Captain or Chief must give permission for their extended visits and will make apprise them of their expected procedures.
10. Clergy may dine with students but may not proselytize.
11. Instructors and Guidance are responsible for processing their applicable Guest Speaker Permits well in advance of the date for the speaker and/or college representative.
12. No visitor has permission to be alone with a student, unless it is processed with Official forms through Guidance. Examples are Law Enforcement and CFS.
13. Due to the interactions possible between parents and students, parents are not allowed to eat lunch with their student. This practice would be a high risk liability for interactions between the visitor and any student.
14. No outside vendors and/or parents are allowed to bring outside food into the lunch periods because of the violation and conflict with **the Federal Lunch Program**. Lunches may not be brought to the school with expectation of having lunches given to a student.