

SCHOOL VISITATION

The Laconia School District is responsible for each child's safety when his/her parent is not present. The importance of having visitors in our schools needs to be balanced against the need to foster a safe, stable and comfortable environment which is conducive to learning. The Laconia School Board has established the following protocol in an effort to balance these concerns:

1. **Parents Who Have Children in a Laconia School:** If a parent wishes to do a classroom observation, they would call the Principal and (s)he would make the arrangements.
2. **Citizens Who Want to Observe in Classrooms:** If a citizen, who does not have a child in the Laconia Schools would like to observe, (s)he is to contact the Superintendent of Schools and identify the school and subject(s)/activities (s)he would like to observe. The Superintendent will contact the appropriate Building Principal, and the Principal would set up an appointment that is mutually convenient and which is consistent with the District mission and educational goals. A tour of the school building will be offered and the Principal or designee will be available to answer questions regarding the school. The Superintendent can be contacted by phone or through email.
3. **Denied Request:** Unreasonable, burdensome or disruptive requests may be denied at the discretion of the Superintendent; while permission to visit the community's schools shall never be unreasonably withheld.

The Laconia School Board welcomes visitors to our schools and hopes that through these visits everyone will have a better understanding of the high quality of education being offered to our students.

Adopted: April 22, 2003