



Visitors in the School

The Park West School Division Board encourages parents and other citizens to make arrangements to visit the schools during regular school hours to learn more about the educational system and/or the progress of their own children.

Park West asks that all visitors to the school must sign in at the office upon arrival and sign out prior to departure.

The timing and duration of visits to the school classrooms or to school personnel shall rest at the discretion of the principal and/or Superintendent/CEO, the intent being to ensure that the learning function in the classroom or the school program is not interrupted.

The principal or his/her designate has complete authority to exclude from the school premises any person whom he/she has reason to believe is disrupting the operation of the school or its program, is disturbing the teacher(s) or students on the premises.

Any unauthorized person(s) on the school property must be reported to the principal who will take the necessary action including calling the police if, in his/her opinion the situation warrants such action. Repeated intrusions shall be dealt with as trespassing in which case the Superintendent/CEO shall be informed and the police authorities called.