

Elementary-Aged Visitors

Elementary-aged children visiting Monhegan with their parents shall not visit the school while academic instruction is scheduled in as much as such visits may disrupt the serious work of learning. However, such visits may be scheduled, at the teacher's discretion, during special events (concerts, etc.), art, music, and physical education classes. Visits should be arranged at least 24 hours in advance. A parent/guardian must sign a visitation form.

Name _____ Date _____

Address on Monhegan _____ Phone # on Monhegan _____

Purpose of Visit _____

Proposed Date of Visit _____ Arrival Time _____ Departure Time _____

Parent/Guardian Signature _____

Teacher Recommendation: Favorable _____ Unfavorable _____

Other alternative _____

Classroom Observation for Non-School Related Purposes

Persons who are not school-related personnel and who wish to visit the Monhegan School for observation of a one-room school in session, or in order to photograph, film, or tape (auditory or visual) the class, shall first obtain permission from the School Committee by submitting, in writing, a request to the School Committee through the teacher, showing:

Name _____ Date _____

Business _____ Phone Number _____

Purpose of Visit _____

Proposed Date of Visit _____ Arrival Time _____ Departure Time _____

Intended use of information or materials obtained: _____

Teacher Recommendation: Favorable _____ Unfavorable _____

Other alternative _____

After adding his/her opinion as to whether the proposed visit would be beneficial or detrimental to the class, or an alternative that is favored, the teacher shall submit the request to the School Committee Chairman (or other member in the Chairman's absence). The School Committee then shall consider the request and inform the teacher of their decision.

Adopted: unknown (probably between spring, 1989 and February, 1992)

Revised: 08/25/03 by J. Boegel, M. Chioffi, & J. Stevens