

## **UPDATE ON FOSSIL RIDGE VISITOR POLICY & PROCEDURES**

- ✓ For security reasons, all visitors **MUST** enter the building through the front main entrance.
- ✓ Visitors must sign in at the main lobby and receive a visitor's badge.
- ✓ This process requires a driver's license or government issued ID, so plan to bring it in with you.
- ✓ Please have a prearranged appointment so the person you plan to visit is aware and can suitably plan.
- ✓ Visits are limited to once per week and for no more than one hour.
- ✓ Please sign out in the main office when you are leaving.

Thank you for respecting our process; our top priority is the safety for each student, teacher and staff member at Fossil Ridge.

### **PSD Policy regarding Visitors to Schools**

<https://www.psdschools.org/sites/default/files/PSD/policies/KI.pdf>