

# Visitor to School

## *Visiting Washington*

We have one door to enter and exit the building when visiting. Other doors will be locked. The single door is located on Washington Street by the Learning Center. Take the east walkway past the Main District #108 Office and the school door is located at the end of the walkway. Visitors will be able to enter the door and turn left into the Learning Center. A counter is just inside the Learning Center doorway. **All visitors are required to stop at the counter and sign in.** A visitor's pass will be handed out. Directions may be asked at this point in time to help you find your destination. **Visitors are required to stop back at the counter, sign out and exit the building through the single door again.** We want to ensure that all students and staff will be safe in the building during and after school. Thank you for helping keep all our students' safe.

\*\*\*Latchkey will be able to use the Village Inn Restaurant double doors located on the west side of Washington Street.\*\*\*

