

POLICY RELATING TO PERSONNEL MANAGEMENT

LEAVING THE BUILDING DURING THE SCHOOL DAY

The Wachusett Regional School District shall require the following:

1. That all staff members have the approval of the Building Administrator prior to leaving the school facility during school hours.
2. That the Building Administrator maintain a log recording the names of the staff members, reasons for leaving the building, times of departure, and times of return.
3. That the Building Administrator exercise fair and reasonable judgment in approving requests from staff members to leave the building during school hours.

First Reading: 09/12/94

Second Reading: 09/26/94

Amendment First Reading: 04/09/07

Amendment Second Reading: 04/23/07

WRSDC Policy 5281.7