

**INSTRUCTOR PRESENCE IN THE SHOP/LAB OR CLASSROOM
POLICY**

It is the policy of the Board of Education that for instructional, safety and legal purposes, an instructor must be present or within unobstructed sight of the shop/lab or classroom when the students are present. Under no circumstances should classes be left unattended whether or not equipment is being operated.

In the event that an instructor must temporarily leave the shop/lab or classroom, the authorized campus administrator or supervisor may assign another district employee (i.e. counselor, office staff) to be present in the shop/lab or classroom until the instructor returns.