

Policy Title: *Visitors to School District Buildings & Sites*

Code No. *903.1*

The board welcomes the interest and involvement of parents and other members of the school district community and invites them to visit the school buildings and sites. In order to minimize disruption and make appropriate arrangements, scheduling for visitations should be made in advance.

Anyone who is not a regular staff member or student of the school shall be termed a “visitor”. Visitors shall make their presence known by signing in at the school office and must present government issued photo identification, and pass the screening system. Visitors shall wear a district provided identification badge at all times.

It is expected that visitors will conduct themselves in a manner fitting to their age level and maturity and with mutual respect and consideration for the rights of others while attending school events. Visitors failing to conduct themselves accordingly may be asked to leave the premises. Children who wish to visit school must be accompanied by a parent or responsible adult.

It shall be the responsibility of employees to report inappropriate conduct. It shall be the responsibility of the superintendent and principals to take the action necessary to cease the inappropriate conduct. If the superintendent or principals are not available, a school district employee shall act to cease the inappropriate conduct.

Date of Adoption: May 12, 1997

Date of Revision: April 28, 2003
June 18, 2007
May 14, 2012
July 8, 2019