

## VISITORS TO SCHOOLS

In order to assure that no unauthorized person enter the buildings with wrongful intent, all visitors to the schools will report to the school office to receive assistance from the staff to make their visit successful. Visitors will be required to sign-in at the school office and wear a visitor name tag while in the school building.

Parents or citizens who wish to observe a classroom while school is in session are required to pre-arrange such sessions in advance with the teacher and building administrator so that class disruption may be kept to a minimum. Students wishing to visit school must receive prior approval by the principal or his/her designee.

Principals are authorized to refuse entry onto school grounds and into school facilities to any person as may be necessary for the education and/or safety of students. In addition, Principals may require any person engaging in unacceptable conduct or any conduct which will or could interfere with the educational program to leave the school grounds.

The superintendent, building principals, and/or their designees are authorized to request assistance of law enforcement officers when necessary to enforce this policy. The superintendent or his/her designee is authorized to seek prosecution to the full extent of the law when persons violate the provisions of the district policy regarding visitation, damage to school property, loitering, or disruptive activity.

See also policy:

ECA - Building Security

First Reading: 2-4-19

Second Reading: 3-4-19