

The Learning Center! Visitors to the School Policy

The board encourages parents and the community to be involved in and support the school and its educational program. Visitors are welcome to observe our classrooms and learn about the educational programs and to attend school events that are open to the public, such as dances, music and drama programs and other fundraising family events.

Requirements of Visitors to the School

While visitors are welcome, our primary responsibility is to provide a safe and orderly learning environment in which disruptions to instructional time are kept to a minimum. The following rules apply to all visitors to the school campus or at any school sponsored event.

- Visitors shall schedule conferences with the teacher at a time that does not disrupt instructional time.
- Visitors shall schedule observations of individual classrooms in advance with the classroom teacher.
- Visitors during the school day shall report to the administrative office and sign in before entering any other building on campus. They will be issued a visitor badge that must be worn in clear view at all times while on the campus.
- Visitors shall comply with all school rules and board policies while on campus. No alcoholic beverages, tobacco products or weapons or explosives are allowed on the campus.
- Visitors who are subject to the Registered Sex Offenders policy shall comply with the provisions of that policy.

Unauthorized, Disruptive or Dangerous Visitors

If a school employee becomes aware that an individual is on a school property without having received permission or that an individual is exhibiting unusual, threatening or dangerous behavior, the employee must either direct the individual to the office or notify the Director or designee immediately.

If a school employee suspects that an individual is on campus in violation of the Registered Sex Offenders policy, the employee must immediately notify the Director or designee.

Students will be instructed to notify a school employee of any unusual or suspicious behavior by visitors. School employees shall inform the Director or designee immediately of the student's report.

When an individual disrupts the educational environment, acts in a disorderly manner, damages school property or violates board policy or the law, the Director or designee has the authority to take the following actions:

1. Order the individual to leave school property;
2. Notify law enforcement; or
3. Take any other action deemed appropriate under the circumstances.

Failure to comply with a request to leave school grounds may result in the filing of trespass charges or other charges as appropriate against the offending individual.

The Director may deny an individual permission to come onto school grounds or enter a school facility for up to one year if the individual is guilty of disruptive or dangerous behavior on school grounds.

Legal References: G.A. 14-132, -132.2, -159.11-13, -208.18, 115C-523-526

Adopted May13, 2014