

Visitors to the Schools

DRAFT

Board Policy: A-44
Adopted: January 9, 2012
Revised: Date Pending

I. General Policy Statement

The Haywood County School Board encourages the community and parents to be involved in and support the educational programs of the schools. The following regulations apply in addressing the relationship between the school system, community and parents.

II. Regulations

A. Opportunities to Visit the Schools

To encourage involvement, the following opportunities are provided to visit the schools:

1. Visitors are welcome to observe and learn about the educational program at each school subject to reasonable rules developed by school administrators;
2. Visitors are encouraged to use school facilities made available to the public, such as media centers or meeting spaces, as provided in policy CR-4 *Use and Care of School Facilities*;
3. Visitors are invited to attend school events that are open to the public, such as athletic events, musical programs, and dramatic productions;
4. Parents and community members are invited to become school volunteers whose participation is subject to policy CR-5 *School Volunteers*.

B. Requirements of Visitors to the Schools

While the school board welcomes visitors to the schools, the paramount concern of the board is to provide a safe and orderly learning environment in which disruptions to instructional time are kept to a minimum. The superintendent and each principal shall establish and enforce reasonable rules to address this concern.

1. All school visitors during the school day must report immediately to the administrative office at the school to ~~request~~ **sign in** and receive permission to be in the school. Each principal shall ensure that signs are posted in the school to notify visitors of this requirement.
2. School visitors are expected to comply with all school rules and school board policies. **(NO Tobacco Use, Alcoholic Beverages, Weapons, etc.)**
3. Persons who are subject to policy A-42, *Registered Sex Offenders*, must comply with the provisions of that policy.

C. Representatives From Other Agencies

Productive working relationships with visiting professionals are critical for students to succeed in the educational program. These relationships are necessary to coordinate services with various agencies so that the needs of students are met in an efficient and effective manner. To minimize

disruption to student learning and school operations the following guidelines will apply.

- 1. Visits by agency staff must be authorized in advance by the school principal or designee or be the result of a request for assistance by the principal. Agency personnel must have proper identification to verify their role in meeting with a student.**
- 2. To protect the privacy of students, the principal or designee shall designate a private meeting area when appropriate.**
- 3. Agency staff may not initiate direct contact with any student while students are in class or between class periods.**
- 4. All visits shall be conducted in accordance with this policy and any additional guidelines developed by the superintendent or school principal.**

D. Unauthorized, Disruptive or Dangerous Visitors

1. If a school employee becomes aware that an individual is on 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 administrative office or~~ notify the principal, designee or school resource officer, depending on the circumstances.
2. If a school employee suspects that an individual is on school property in violation of policy A-42 *Registered Sex Offenders*, the employee must immediately notify the principal, designee or school resource officer.
3. Students will be instructed to notify a school employee of any unusual or suspicious behavior by visitors. School employees shall inform the principal or designee immediately of a student's report of suspicious behavior on the part of a school visitor.
4. When an individual disrupts the educational environment, acts in a disorderly manner, damages school property, or violates board policy or the law, the principal or designee has authority to
 - a. order the individual to leave school property;
 - b. notify law enforcement; or
 - c. take any other action deemed appropriate under the circumstances.
5. 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.
6. The superintendent, upon recommendation from the principal, may deny an individual permission to come onto school grounds or enter a school facility for up to one school year if the individual is guilty of disruptive or dangerous behavior on school grounds.

Legal References: G.S. 14-132, -132.2, -159.11, 159.12, -159.13, -208.18; 115C-523, -524, -526