

School/Community Relations

Series 900

Policy Title **VISITORS OF THE SCHOOL DISTRICT BUILDING AND SITES**

Policy # 904.6

The board welcomes the interest of parents and other members of the school district community and invites them to visit the school buildings and sites. Visitors, which include persons other than employees or students during the school day, must notify the principal or designee of their presence in the facility upon arrival.

Persons who wish to visit a classroom while school is in session are asked to notify the principal or designee and obtain approval from the principal or designee prior to the visit so appropriate arrangements can be made and so class disruption can be minimized. Teachers and other employees will not take the time from their duties to discuss matters with visitors.

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

Legal Reference: Iowa Code §§ 279.8; 716.7.

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