



**SWEETWATER COUNTY
SCHOOL DISTRICT #1**

Agenda Item 11-b

Recommendation for the approval of Policy KK (Visitors to the School)

VISITORS TO THE SCHOOLS

Parents and legal guardians are encouraged to visit schools to take an active interest in issues affecting Sweetwater County School District Number One and their student's achievement.

To ensure the safety of students and staff and minimize interruption of the instruction program, the District ~~requests~~ requires that parents and legal guardians follow the procedures stated in this Policy. The Superintendent or designee may establish additional procedures which facilitate visits during school days, as necessary.

~~In visiting classrooms parents must realize that the teacher's first responsibility is to the children and the teacher will be unable to converse at any length with the visitor. If a conference is desired, arrangements will be made by the teacher for an appointment with the parent either before or after school hours.~~

~~Any unauthorized person on school property will be reported to the principal. The person will be asked to leave. If the person refuses, the police may be called.~~

Visits during school hours should be arranged with the building principal or designee. The classroom teacher should be informed of the planned day of the visit and the time to avoid any conflict with instructional planning or instructional time. In visiting classrooms, parents and legal guardians must respect that the teacher's first responsibility is to the students and the teacher will be unable to converse at any length with the visitor. When a visit request involves a conference with a teacher(s) or the principal, an appointment ~~should~~ will be scheduled at a mutually agreed upon time. ~~during non-instructional time.~~

When entering any school building of the District, all visitors are required to present a valid state-issued photo identification, such as a driver's license or identification card. The identification presented shall be entered into the ~~Raptor V-Soft~~ visitor management system by school staff, which is intended to cross reference the visitor's information with a databank of individuals throughout the nation who are required by law to register as sex offenders.

Individuals cleared by the ~~Raptor System~~ visitor management system will be issued a visitor badge and ~~lanyard~~, which must be visible and worn at all times while present in the school or school grounds. ~~The visitor badge and lanyard must be returned to the school upon leaving~~ will check out at the office before leaving the building. Unauthorized persons on school property need to be reported to the principal or designee immediately. ~~No electronic listening or recording device may be used by any person in a classroom or meeting without the teacher's and the principal's permissions.~~

The District ~~encourages~~ requires all individuals to assist in maintaining a safe and secure school environment by behaving in an orderly manner while on school property. ~~If you have concerns about District staff or program, please use the District complaint processes to report your concerns. Please report any unauthorized person on school property to the principal or designee.~~ The principal or designee may request that any individual who is causing a disruption, including exhibiting volatile, hostile, aggressive, or offensive behavior, to immediately leave school

grounds. Law enforcement personnel ~~will~~ may also be notified to assist. ~~Thank you for your cooperation and commitment to the safety of students and staff.~~