

VISITORS TO THE SCHOOLS

To promote effective communication between the citizens of the community and the school system, the Board of Education (the Board) encourages parents and other citizens to visit their schools periodically during the course of the school year. The Board views these visits as constructive; however, no such visit shall be permitted to interfere with the educational process.

Persons who are not students or staff shall check in at the visitors desk with valid ID or report immediately to the school main office upon entering a school building. Persons other than parents, guardians, students, or staff who desire to visit a school building shall do so only with the permission of an appropriate administrative staff member.

Each principal shall establish and maintain a safety plan outlining the process for registration and authorization for visits to his/her school. Such plans shall be submitted to the superintendent for approval, and thereafter be included in each school's student handbook and posted in each school building to inform anyone interested in visiting the school.

Visits to school buildings are to be in accordance with this policy and each building's procedures posted in conspicuous places. A violation of the visitation policy and/or building procedures shall be prosecuted pursuant to New York State law.

Cross-ref: 5450.1, Notification of Sex Offenders

Ref: Education Law §§1708; 2801

Adoption date: June 19, 2002

Revised date: February 27, 2019