

Book	BOARD POLICIES
Section	1000 Community Relations
Title	Visitors/Outsiders
Number	1250
Status	Active
Legal	<p><u>EDUCATION CODE</u></p> <p>32210 Willful disturbance of public school or meeting</p> <p>32211 Threatened disruption or interference with classes; misdemeanor</p> <p>32212 Classroom interruptions</p> <p>35160 Authority of governing boards</p> <p>35292 Visits to schools (board members)</p> <p>51512 Prohibited use of electronic listening or recording device</p> <p><u>EVIDENCE CODE</u></p> <p>1070 Refusal to disclose news source</p> <p><u>LABOR CODE</u></p> <p>230.8 Discharge or discrimination for taking time off</p> <p><u>PENAL CODE</u></p> <p>626-626.10 Schools</p> <p>627-627.10 Access to school premises, especially:</p> <p>627.1 Definitions</p> <p>627.2 Necessity of registration by outsider</p> <p>627.7 Misdemeanors; punishment</p> <p><u>ATTORNEY GENERAL OPINIONS</u></p> <p>95 <u>Ops.Cal.Atty.Gen.</u> 509 (1996)</p>
Adopted	January 11, 2012
Last Revised	September 28, 2005

The Governing Board encourages parents/guardians and interested members of the community to visit the schools and view the educational program.

To ensure minimum interruption of the instructional program, the Superintendent or designee shall establish procedures which facilitate visits during regular school days. Visits during school hours should be first arranged with the teacher and principal or designee. If a conference is desired, an appointment should be set with the teacher during noninstructional time.

To ensure the safety of students and staff and avoid potential disruptions, all visitors shall register immediately upon entering any school building or grounds when school is in session.

The following information will be required at all school sites when registering for a visit or to volunteer:

1. Date and time of visit
2. Student visiting
3. Visitor's name and signature
4. Picture identification verified by principal's designee
5. Location and purpose of visit
6. Sign out upon leaving campus

(cf. 1112 - Media Relations)

(cf. 3515.2 - Disruptions)

For purposes of school safety and security, a visitor's badge will be issued upon completing the sign-in process. These badges will list name, date and time of sign-in, and location of visit.

No electronic listening or recording device may be used by students or visitors in a classroom without the teacher and principal's permission. (Education Code 51512)

(cf. 5144 - Discipline)

Last Modified by Lisa Walker on January 20, 2012