

Visitors Entering District School Buildings

All visitors to District school buildings during the school day must sign in and sign out with designated District building personnel. Registration must be completed prior to conducting any business in the school. All visitors must wear the appropriate District visitor badge/identification.

All District employees are authorized to order any person failing to follow the above procedure (or any other trespassers or individuals who are determined to be in a school building for unauthorized purposes) to leave school property as permitted by applicable law. Any person ordered to leave school property who fails to do so shall be reported to the building principal or designee and, where appropriate, to the police. The District reserves the right to limit, condition, or restrict future access to school property by such individuals.

The Superintendent, building principal or designee has the authority to prohibit the entry or cause the removal of any person to District school buildings for failure to comply with this procedure or as otherwise warranted.

Cross Reference

Board Policy and Administrative Regulation 8040: Safety and Security
Board Policy and Administrative Regulation 8060: Security of District Facilities

Adopted: September 25, 1972
Revised: May 24, 2004
Reviewed: October 18, 2005
Revised: February 22, 2010
Revised: April 22, 2013
Revised: April 25, 2022