

**SCHOOL DISTRICT OF ATHENS**  
**VISITORS TO SCHOOLS AND DISTRICT PROPERTY**

#860

Adopted: 3/21/16

The District encourages parents/guardians and community members to visit the schools and attend school activities. It is important, however, to protect the instructional process and the health and safety of students and staff from unauthorized or disruptive people at school, on school grounds and at school activities. School personnel shall seek to assure that parents and other visitors are courteously received in a manner that is appropriate and consistent and that sincere efforts are made to provide them with information as may be needed to foster a cooperative relationship between home, school, and the community.

Visitors During the School Day

Visitors must first report to the school office, sign in, and state the purpose of their visit. The principal or designee shall have the authority to determine what is a valid reason for visitation at the school site.

Visitors shall be required to wear an appropriate form of identification when on school premises. Visitors shall also be required to sign out upon leaving the school and shall return the identification upon leaving. Building principals or their designees shall also have the authority to determine reasonable restrictions and/or conditions on the nature or extent of visits. Because classrooms and other instructional areas are the most vulnerable to disruption, such restrictions and/or conditions may include, but are not limited to:

1. The visitor remaining in a designated place or seat.
2. The visitor refraining from speaking to students or the teacher while the class or activity is in session.
3. The visitor refraining from entering or leaving the area while an activity is underway.
4. The visitor being chaperoned.
5. The duration of the visit being limited to particular times or length of time.
6. The activities of the visitor being limited to a particular purpose(s).
7. The visitor being required to remain in the office or another designated area and a student or staff member being brought or asked to come to the office.

Visits to classrooms may be prohibited at certain times such as while testing or other student assessments are being conducted or because the teacher has a particular activity planned that, in his or her judgment, would be disruptive or interfered with by the presence of visitors. Visitors may also be limited to particular routes of travel in the building or upon the school grounds.

Exception:

Visitors who have been invited to school during the school day as part of a special event such as a performance by a class or group or an open school activity (e.g. Veterans Day activity, concerts, or musical matinee, etc.) are exempt from the requirements in the above section.

Visitors will not be allowed to disrupt the educational environment in any manner. All school visitors must comply at all times with Board policies, administrative rules, and school-specific regulations.

Visitors who are students enrolled in another school district are not permitted to be a guest student visitor with a District student at any time.

Community members may request and are encouraged to walk the hallways, utilize the fitness center, walk the track, or make other similar requests with permission of the building principal or designee as long as the request does not interfere with the normal operation of the school site.

Community members are also encouraged to volunteer at our schools by making arrangements with a teacher or other staff member and follow the sign-in expectations.

### Visitors Outside the School Day

Attendance at school activities and athletic contests is a privilege that can be revoked by District and School Administration or the Activities Supervisor. Spectators who do not demonstrate positive sportsmanship may be removed by supervisors or police and may lose their privilege to attend future activities and athletic events. Spectators whose behavior is disorderly may be subject to arrest and prosecution. This policy applies to all athletic events and activities, both home and away, involving all District activities and athletics. Examples of offensive behavior include but are not limited to:

1. Entering the field of play or standing along baselines or endlines, court boundaries, or similar areas.
2. Entering any area reserved for a team, including locker rooms, staging areas, or warm-up areas at any time including during time-outs, or when a coach or advisor is meeting with players or participants before, during, or after a game.
3. The use of abusive or profane language, including derogatory language directed at participant, coaches/advisors, or officials.
4. The coaches/advisors will be the sole individuals allowed to give players information or instructions during the event. There will be no coaching from the stands, sidelines or audience by parents or other spectators.
5. Engaging a coach or advisor, during a game or activity (which includes warm-up time and pre-activity and post-activity time), in conversation or argument pertaining to a participant's position, playing time or level of participation.

### Special Situations

Both custodial/residential and non-custodial/non-residential parents of a student have rights to visit the child's school unless a court order exists restricting such contact. It is the responsibility of parents to provide the student's school with a copy of relevant and current court orders.

### Sex Offender Registration

Registered sex offenders are prohibited from being on public school premises unless they have notified the District Administrator or of the date, time and place of the visit and of their status as a registered sex offender, or they fall under one of the exceptions to providing such notification outlined in state statute law. "School premises" mean any school building, grounds, recreation

