

### Visitors to the Schools

#### **PARENTS**

Communications between home and school must be an integral part of the educational process if students are to achieve the greatest educational success. Therefore, to provide a safe and secure learning environment, parents are welcome and encouraged to visit their child's school, under guidelines set forth in procedure 10.5 AP.1.

#### **LOCAL CITIZENS/GUESTS**

Professional educators and others who have legitimate educational interests pertaining to the District's public school program are encouraged to visit the schools. To ensure that school personnel are aware of the presence of visitors, all visitors must report immediately to the Principal's office upon entering the school and identify themselves as well as declare their purposes for visiting.

Professional educators and citizens who are from other communities who wish to observe the schools in operation are welcome. Arrangements for such visits must be made in advance with the Superintendent.

#### **REGISTRANTS**

No registrant, as defined in KRS 17.500, nor any person residing outside of Kentucky who would be required to register under KRS 17.510 if the person resided in Kentucky, shall be on the clearly defined grounds of a District school, except with the advance written permission of the Principal or the Board that has been given after full disclosure of the person's status under KRS 17.510 as a registrant or sex offender from another state and all registrant information as required in KRS 17.500.

A registrant is defined as:

1. Any person eighteen (18) years of age or older at the time of the offense or any youthful offender, as defined in KRS 600.020, who has committed:
  - a. A sex crime; or
  - b. A criminal offense against a victim who is a minor; or
2. Any person required to register under KRS 17.510; or
3. Any sexually violent predator; or
4. Any person whose sexual offense has been diverted pursuant to KRS 533.250, until the diversionary period is successfully completed.

A registrant who is the parent/legal guardian, or the person designated by the parent/legal guardian to have access to a student, must request and receive prior permission from the Principal to come onto school grounds. The Principal shall determine whether the requesting registrant is permitted to come onto school grounds for the following reasons:

1. To pick up or drop off their child each day.
2. To pick up the child who is injured or ill.
3. To confer with school staff concerning academic, disciplinary or placement issues involving the student, including matters required by federal or state law.
4. To attend a school activity, including athletic practices and competition, in which the student is a participant.
5. To vote when the school has been designated as a polling place.

**Visitors to the Schools****REGISTRANTS (CONTINUED)**

Depending on the facts of the particular request, the Principal's response options may include, but are not be limited to the following:

- Requiring the registrant to provide additional information needed;
- Specifying check-in and check-out requirements;
- Requiring the registrant to be directly supervised by an individual designated by the Principal while on school grounds;
- Restricting the registrant to a designated location on school grounds;
- Limiting the time the registrant will be permitted to be on school grounds; and
- Denying the request to come onto school grounds.

The Principal shall notify the Superintendent/designee of each request from a registrant and the response made to the registrant. If questions arise about a request, the Principal shall consult with the Superintendent concerning requests from registrants, and the Superintendent may seek further advice from the Board Attorney.

For all other reasons and for all individuals making a request other than parent/legal guardian/designee, the Principal shall consult with the Superintendent as the executive agent of the Board before making a final determination.

**OTHER RESTRICTIONS**

Guests or visitors of students are not allowed at school without permission from the Principal. In addition, no salespersons or peddlers shall come onto school property without prior approval of the Superintendent.

Visitors shall not enter classrooms without the prior consent of the Principal.

**CONDUCT/ATTIRE**

All visitors to the schools must conduct themselves so as not to interfere with the daily operation of the school program.

Visitors should observe the community standards of acceptable dress and before entering the schools wear attire that neither disrupts the educational process nor poses a health or safety threat to themselves or to students/staff.

**TOBACCO PRODUCTS PROHIBITED**

Tobacco products may not be used in any school building at any time. Tobacco use and use of electronic cigarettes isare prohibited twenty-four (24) hours a day, seven (7) days a week, inside Board-owned buildings or vehicles, on school-owned property, and during school-related student trips.

## COMMUNITY RELATIONS

10.5  
(CONTINUED)

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### Visitors to the Schools

#### ACCOMMODATION

Visitors with disabilities shall be accommodated as required by law. Individuals requesting accommodation shall contact the District ADA/504 Coordinator for assistance and guidance. Accommodations may include, but are not limited to, the following considerations:

- Effective communication
- Event ticket sales accommodation
- Companion seating at events
- Use of power driven mobility devices
- Use of service animals

The District shall notify the public of any requirements and/or deadline for requesting such accommodation.

#### REFERENCES:

KRS 17.545; KRS 17.500; KRS 17.510;  
KRS 160.380; KRS 211.394, KRS 211.395 KRS 438.050, KRS 600.020  
OAG 91-13, OAG 81-295  
P. L. 107-110 (No Child Left Behind Act of 2001)  
Section 504 of the Rehabilitation Act of 1973

#### RELATED POLICIES:

03.1327/2327  
05.3; 05.31  
09.227; 09.3211; 09.4232  
10.4