

VISITORS TO THE SCHOOLS

The School Board recognizes that school buildings are public buildings and that a variety of persons may want to enter school buildings for a variety of reasons. At the same time, the Board recognizes that it has a responsibility to make reasonable efforts to: provide for the general safety of students, employees and other individuals authorized to be in school buildings; enable educational and other activities to be carried on effectively and without interruption; and, preserve and safeguard the buildings, equipment and other property. The following individuals are authorized to enter and remain in a school district building, or portion of a building as appropriate:

1. Any District employee, school board member, officer, agent or volunteer conducting District business.
2. Any student participating in his/her educational program or school activities.
3. Student visitors, with permission of the principal and teacher.
4. Parents/guardians of students enrolled in the school when observing or participating in activities related to their child's educational program or when requested by school officials.
5. Professionals visiting students.
6. Any individual attending or participating in a meeting, activity or event open to the general public.
7. Any individual with the express permission of the building principal, District Administrator or Board.
8. Any individual authorized to enter and remain pursuant to law or Board policy, contract or agreement to the extent and for the purpose provided in the law, policy, contract or agreement.

The authorization is in effect as long as the individuals are in the building for the reasons specified and their conduct is in line with appropriate behavior standards.

State law specifically prohibits any registered sex offender from being on public school premises unless they have notified the building principal 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 law. "School premises" include any school building, grounds, recreation area or athletic field or any other property owned, used or operated for school administration. It is the responsibility of the registered sex offender to provide the required school notification. After receiving the required prior notification, the building principal shall determine whether the registered sex offender will be allowed to be present on school premises for the proposed purpose or event and determine any conditions that may be placed on such permission for the safety of other persons present in the school environment.

The building principal shall be responsible for determining whether an individual has the authority to enter and remain in the building. Such authorization is in effect as long as the individuals are in the building for the reasons specified and their conduct is in line with appropriate behavior standards. The building principal also has the authority to exclude from the school premises any person who

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violates laws, Board policies or District rules. Any person shall also be excluded who disrupts or appears likely to disrupt the educational program, a staff member or student.

Any individual in violation of this policy may be referred to law enforcement officials for prosecution under applicable state law(s).

Administrative rules shall be established to provide school staff members with guidance in dealing with school visitors in an appropriate and consistent manner.

LEGAL REFERENCE: Section Wisconsin Statutes
120.12 (1)
120.13 (1) & (35)
121.02 (1)(i)

CROSS REFERENCE: 720 Safety Program
721 Building and Grounds Inspection
830 Use of School Facilities
830 Conditions for Use of School Facilities (Rule)
831 Tobacco Use
832 Weapons on School Premises
833 Use of School Forest
860 Rule School Visitor Procedures
School Safety Plan

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