**VISITORS TO THE SCHOOL** *Policy Code:* **5020**

The board encourages the community and parents to be involved in and support the school and the educational program of the school.

1. **Opportunities to Visit the School**

To encourage involvement, the following opportunities are provided to visit the school.

1. Visitors are welcome to observe and learn about the educational program at the school subject to reasonable rules developed by the principal.
2. Visitors are encouraged to use school facilities made available to the public, such as media centers or meeting spaces, as provided in policy 5030, Community Use of Facilities.
3. Visitors are invited to attend school events that are open to the public.
4. **Requirements of Visitors to the School**

While the board welcomes visitors to the school, the paramount concern of the board is to provide a safe and orderly learning environment in which disruptions to instructional time are kept to a minimum. The executive director shall establish and enforce reasonable rules to address this concern.

1. All school visitors during the school day must report immediately to the administrative office to request and receive permission to be in the school. The principal shall ensure that signs are posted in the school to notify visitors of this requirement.
2. School visitors are expected to comply with all school rules and board policies, including policy 5025, Prohibition of Drugs and Alcohol; policy 5026/7250, Smoking and Tobacco Products; and policy 5027/7275, Weapons and Explosives Prohibited.
3. Persons who are subject to policy 5022, Registered Sex Offenders, must comply with the provisions of that policy.
4. **Additional Requirements of Probation Officers**

To minimize disruption to scholar learning and school operations, the board establishes the following additional requirements for visits by probation officers during the school day:

1. Probation officers may not visit scholars on school property during school hours unless the visit is conducted through the Section of Community Corrections’ School Partnership Program.
2. Visits by probation officers must be authorized in advance by the principal or be the result of a request for assistance by a guidance counselor or school resource officer. The principal shall coordinate with probation officers to plan and schedule visits to occur at times least disruptive to the scholar’s academic schedule and to school operations.
3. To protect the privacy of scholars, the principal shall designate a private area for probation officers to meet with scholars away from contact with the general scholar population. Initial contact with the scholar will be made by a designated school employee, who shall direct the scholar to the private area to meet with the probation officer.
4. Probation officers may not initiate direct contact with any scholar while the scholar is in class or between classes.
5. All visits must be conducted in accordance with this policy and any additional guidelines developed by the principal or designee.
6. **Unauthorized, Disruptive, or Dangerous Visitors**

If a school employee becomes aware that an individual is on a school property without having received permission or that an individual is exhibiting unusual, threatening, or dangerous behavior, the employee must either direct the individual to the administrative office or notify the principal.

If a school employee suspects that an individual is on school property in violation of policy 5022, Registered Sex Offenders, the employee must immediately notify the principal.

Scholars will be instructed to notify a school employee of any unusual or suspicious behavior by visitors. School employees shall inform the principal immediately of a scholar’s report of suspicious behavior on the part of a school visitor.

When an individual disrupts the educational environment, acts in a disorderly manner, damages school property, or violates board policy or the law, the principal has authority to:

1. order the individual to leave school property;
2. notify law enforcement; or
3. take any other action deemed appropriate under the circumstances.

Failure to comply with a request to leave school grounds may result in the filing of trespass charges or other charges as appropriate against the offending individual.

The principal may deny an individual permission to come onto school grounds or enter a school facility for up to one school year if the individual is guilty of disruptive or dangerous behavior on school grounds.

Legal References: G.S. 14-132, -159.11, -159.12, 159.13, -208.18; 115C-46.2

Cross References: Registered Sex Offenders (policy 5022), Prohibition of Drugs and Alcohol (policy 5025), Smoking and Tobacco Products (policy 5026/7250), Weapons and Explosives Prohibited (policy 5027/7275), Community Use of Facilities (policy 5030)

Adopted: May 27, 2020

Revised: June 8, 2022