KI
VISITORS TO SCHOOLS

The Superintendent ~~shall~~ **may** establish procedures for the visitation of persons other than **current** school personnel or students who enter District premises. ~~Such~~ **These** procedures ~~shall permit full use of all legal means to ensure that students, employees, and District property are properly safeguarded. No one, other than one who is a peace officer, shall carry or possess a weapon on school premises.~~ **may include, but are not limited to, sign-in protocols, name tags, limits on the number of visitors, and/or allowable visiting dates and times.**

For the purposes of this policy *school premises* means the school, school grounds, school buses, or any premises, grounds, or vehicles used for school purposes and includes premises where school-sponsored events (for example, athletic games and competitions, music competitions, etc.) are held away from District property.

Visitors must follow all legal and District requirements including but not limited to, restrictions against bringing alcohol, weapons, or drugs onto District property or using tobacco or tobacco products on District property.

Visitor Procedures

The Superintendent shall develop procedures to allow for visits, tours, and observations of all classrooms by parents of enrolled students and parents who wish to enroll their children in the District unless a visit, tour, or observation threatens the physical, intellectual, or social or emotional health and/or safety of students and staff.

Approval by the principal is required for all school or classroom visits, tours or observations. No person may enter onto school premises, including visits to a classroom or other school activity, without approval by the principal. Neither will any person be allowed to conduct or attempt to conduct any activity on school premises that has not had prior approval by the principal.

For those who wish to visit, tour or observe a classroom during the school day, the visitor must contact the principal in advance to arrange a day and time for such a visit. The principal will accompany any visitor to the classroom and remain with the visitor throughout the visit. Classroom observations will be limited to no more than 15 minutes.

Classroom visits, tours, and observations will ordinarily focus on classrooms in which the parent's child is enrolled or, for prospective parents, classrooms at the grade level or within the educational program in

which enrollment is being considered. Requests to visit, tour or observe other classrooms shall be reviewed by the principal in accordance with applicable law and District procedures.

To protect student privacy and minimize disruptions to learning, ~~parents and visitors~~, photographing, video recording, or audio recording students, staff, or classroom activities during school visits without prior authorization from school administration is prohibited~~. We appreciate your cooperation in maintaining a safe and respectful learning environment for all students~~.

In visiting, touring or observing a classroom, parents/legal guardians must realize that the teacher's first responsibility is to the class, and the teacher will be unable to converse ~~at any length~~ with the visitor. If a conference is desired, arrangements will be made by the teacher for an appointment with the parent/legal guardian either before or after school hours.

All visitors to any school must report to the school office upon arrival.

Private Service Providers

A private service provider is a provider employed by the parent or legal guardian of a child or by a third-party agency which provides direct services to a student. The District has limited time to provide a standards-based education and related services to its students. Additionally, the visitation of students at school by external agencies and service providers presents space and supervision requirements which are difficult for schools to meet. For these reasons, visits by representatives of external agencies and private providers, whose presence is not at the school's request are prohibited.

This restriction does not apply to law enforcement personnel, Child Protective Services caseworkers, or visitors invited by the teacher or school personnel.

Compliance

Anyone who is not a current student or staff member of the District schools and who violates this policy or applicable visitor procedures may be asked to leave District property; may be prohibited from future campus visits or subject to other limitations on future campus visits; and/or may be subject to other consequences as appropriate. Failure to comply with the lawful directions of District officials, security officers, or law enforcement officers acting in performance of their duties, and failure to identify oneself to such officials or officers when lawfully requested to do so, will be against District policy. Failure to obey such instructions may subject the person to criminal proceedings applicable under law.

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Adopted: ~~January 28, 2025~~ **November 10, 2026**

LEGAL REF.:
A.R.S.
13-1302
13-2905
13-2911
13-3101
13-3102
15-341
15-507
36-681
A.G.O.
I84-054
CROSS REF.:
BBA - Board Powers and Responsibilities
KFA - Public Conduct on School Property