

SCHOOL VISITORS

The Board of Education welcomes and encourages visits to school by parents, other adult residents of the community, interested educators, and, with prior administrative approval, students from other schools. In order for the educational program to continue undisturbed when visitors are present and to prevent the intrusion of disruptive persons into the schools, visitor guidelines will be established.

The Superintendent or the ~~principal~~ **building administrator** has the authority to prohibit the entry of any person to a school of this District or to ~~expel~~ **require a visitor to leave** ~~any person~~ when there is reason to believe the presence of such person would be detrimental to the good order of the school. If such an individual refuses to leave the school grounds or creates a disturbance, the ~~principal~~ **building administrator** is authorized to request from the local law enforcement agency whatever assistance is required to remove the individual.

Classroom visitations must be nonobtrusive to the educative process and learning environment and should not occur on an excessive basis. All visitors must comply with all school safety, security, and visitation policies and guidelines at all times.

Parent concerns about any aspect of his/her child's educational program should be presented through the procedure set forth in Board Policy 9130 - Public Complaints and Grievances, a copy of which is available at the Board office and at each school.

In accordance with Section 14-8.02 of the Illinois School Code, 105 ILCS 5/14 8.02, the District will provide parents, guardians, independent educational evaluators and "qualified professionals" reasonable access to educational facilities, personnel, classrooms, and buildings, and to their child in order to develop appropriate special education programming for the child. This requirement applies to all public school facilities, buildings and program, as well as any facility, building or program that is supported in whole or in part by public funds.

The Superintendent ~~will establish~~ *shall promulgate such* administrative guidelines ~~in compliance with the intent of this policy and which allow for visitor access~~ *as are necessary to protect students and employees from disruption to the educational program or the efficient conduct of their assigned tasks and to provide for access* pursuant to Section 14-8.02 of the School Code.

Individual Board members who are interested in visiting schools or classrooms on an unofficial basis shall make the appropriate arrangements with the building administrator. In keeping with Board bylaws, such Board member visits shall not be considered to be official unless designated as such by the Board.

The Board member shall be visiting as an interested individual in a similar capacity of any parent or citizen of the community. These visits should not be considered to be inspections nor as supervisory in nature.

If, during a visit to a school or program, a Board member observes a situation or condition which causes concern, s/he should discuss the situation first with the building administrator as soon as convenient or appropriate. Such a report of discussion shall not be considered an official one from the Board. If the Board member believes the situation or condition serious enough, s/he may wish to also inform the Superintendent.

All visitors to a school of the District must comply with the visitor rules as set forth in Board Policy 7440 – Facility Security.

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