

Visitors to District Facilities**

The Board believes that a better understanding of district educational programs and improved relationship between the schools and the community can be fostered through school and classroom visitations by parents and patrons. Such visitations should be encouraged, arranged and permitted within consideration of the educational and extra-curricular programs, the orderly administration of the school, school grounds, classrooms and student safety and welfare. To ensure that no unauthorized persons enter a school, all visitors will report to the school office when entering and sign in to and will receive authorization to visit elsewhere in the building. To verify the identity of a visitor, presenting picture I.D. may be required.

Before the morning bell, at the Elementary School level, visitors and guests are not required to sign in or present picture I.D. at the office.

If the number of expected guests for a scheduled event would make it impractical for visitors and guests to provide a picture I.D. in exchange for a visitor's pass (e.g. assemblies, concerts, graduations, etc..) the requirement of signing in or providing a picture I.D. upon request may be waived by the school administrator.

Any unauthorized or disruptive person on school property will be reported to the school administrator(s) and superintendent. The person may be asked to leave and may lose visitation privileges. Police may be called if the situation warrants.

The superintendent or superintendent's designee is directed to establish guidelines for parents, patrons or other guests to gain or lose access to school site(s). Students will not be permitted to bring visitors to school without prior approval of the building principal. Parents and visitors are expected to comport themselves in a respectful and professional manner or lose the privilege to visit campus.

END OF POLICY

Legal Reference(s):

[ORS 164.245](#)
[ORS 164.255](#)
[ORS 166.025](#)
[ORS 166.155 - 166.165](#)
[ORS 332.107](#)

Cross Reference(s):

BG - Board-Staff Communications