

POLICY

12000-14

MISCELLANEOUS – VISITOR POLICY

Adoption Date: August 14, 2018
Legal Ref:
Cross Ref: 12000-13 Sex Offender Access to School Property
13000-02 Smoke/Tobacco Free Environment
13000-05 Firearms, Weapons, and Destructive Devices

This policy shall apply to any visitor (not a Westfield Washington Schools student or employee) on WWS property, including any building owned or leased by WWS; on WWS property or grounds (including parking lots, athletic facilities, etc.); in vehicles owned, leased, or operated by WWS; and during WWS events, even if held outside of school corporation property (for example, prom or field trips).

The Board welcomes visitors to WWS schools, especially parents and guardians who are participating in their child's education and extracurricular activities. However, the Board's ultimate concern is a safe and orderly learning environment. As such, visitors shall comply with all WWS board policies, school rules and procedures, and any directive given by a WWS administrator, which may include a background check, advance notice, and not allowing classroom observations. WWS may request a visitor to leave WWS property at any time if the visitor is disruptive to the school environment.

Visitors during the school day must immediately report to the building's administrative office to request permission to be in the school building.

Visitors are prohibited from possessing or using alcohol, tobacco in any form and e-cigarettes or vaping, drugs, explosive devices, or weapons on WWS property. Visitors are prohibited from being under the influence of alcohol or drugs while on WWS property or events. Any visitor who is suspected of being under the influence of alcohol or drugs will be reminded of the policy and asked to immediately leave the premises. WWS may take any necessary steps to exclude an alleged offender from WWS property or events for safety concerns, including contacting law enforcement. Individuals who violate this policy may be referred to the prosecuting attorney for criminal charges, pursuant to state law.

The Superintendent or his or her designee may deny an individual permission to come onto school grounds and/or enter a school building if the individual disrupts the educational environment.