

VISITORS TO THE SCHOOLS

A. General Policy

To promote effective communication between the citizens of the community and the school system, the Board of Education encourages parents and other citizens to visit their schools periodically during the course of the school year.

The Board recognizes that many visits that occur are regularly scheduled events, e.g., parent-teacher organization meetings, public gatherings, registering of pupils, etc. There are also occasions when parents or guardians desire to visit their child's classroom at other than regularly scheduled times. When such visitations occur, they shall be made on the basis of a defined need and shall be made only with the approval of their child's teacher and/or Principal. The Board views these visits as constructive; however, no such visit shall be permitted to interfere with the educational process.

Persons who are not students or staff shall report immediately to the school office upon entering a school building. Persons other than parents, guardians, students or staff, who desire to visit a school building, shall do so only with the permission of an appropriate administrative staff member.

Parents should also go directly to the school office when coming to pick up their children during the school day. The school office must be notified before students leave school early.

Student visitors from other schools, unless they have a specific reason and prior approval of the Superintendent of Schools, shall not be given permission to enter school buildings.

B. Searches of Persons and Parcels Entering District Property.

The safety of our students, staff, visitors and property is a matter of critical importance. As with courthouses, airports, monuments and other government facilities, there is special concern in modern times about the risks of violence and of drug activities, which are all the more acute in facilities used by children. All persons entering any District property, therefore, are subject to search of their person and parcels to the fullest extent authorized by federal or state law for persons entering other public buildings and facilities. Any person entering any District property is deemed to have consented to such search of person and parcels. No person refusing such search shall be permitted to remain on District property.

C. Recruiters

All recruiters shall be treated uniformly in the conduct of on-campus student recruitment. Scheduling of recruiting visits will be arranged and announced through the school counseling office. When recruiting visit(s) by potential employers or educational providers who have asserted a legal right to restrict membership or employment (see Policy 1240.1) are arranged for a general school population of a District school, as in the case of a "career night" or similar group event, then in addition to space for such educational or employment recruiters, space for informational displays shall also be made available to recognized advocacy groups

who apply for such space. For such events, to provide notice to such recognized advocacy groups, to students, and to parents and guardians, the school counseling office will contact the District communications office so that a press release regarding the event can be issued.

No organization shall be permitted in any district building for the purpose of recruiting district students if such organization has a stated policy which discriminates against any person on the basis of race, color, religion, disability, sex, creed, political beliefs, age, economic status, marital status or sexual orientation, until such time as these discriminatory policies are discontinued; provided, however, that where by statute, judicial decision, or federal or state regulation an organization is legally permitted to restrict its hiring or membership practices, recruiting will be permitted subject to the provisions of Policy 1240.1. A list of organizations that apply to the District for access to recruit under Policy 1240.1 shall be maintained by the District and available through the Office of Communications and the Office of Legal Counsel.

Recruiters will be afforded the opportunity to conduct meetings during the school day with those students who are interested. All group meetings shall be scheduled through the school counseling office. Follow-up visits by recruiters in order to meet with individual students will be permitted only by the request of the individual student involved and with the authorization of the student's school counselor. Requests for follow-up individual meetings shall be scheduled through the individual student's school counselor.

Organizations and groups wishing to provide alternative information to students regarding individual recruiters will be provided an opportunity to do so at times and in places as determined by the school counseling office. The "Rights and Responsibilities of Secondary Students" handbook, adopted as policy by the Board, provides that students have the right to draft counseling.

"Directory information" such as names, address, and telephone numbers of students shall be available for release only in the manner and to the extent permitted by the Family Educational Rights and Privacy Act (FERPA), 20 USC § 1232g et. seq. It is the policy of this District that parents (or students over the age of eighteen) may file an election to prevent the release of their student's directory information. The process for "opting out" shall be included in the School Calendar each year, and shall also be available on the District web site.

Visits to school buildings are to be in accordance with the Board regulations posted in conspicuous places. A violation of the visitation policy shall be prosecuted pursuant to New York State law.

Cross-ref: 1240.1, "Recruiting by Organizations with Restrictive Membership or Employment Practices Authorized and Permitted by Law"
5300 "Code of Conduct"

Ref: Education Law §§1708; 2801
Family Educational Rights and Privacy Act (FERPA), 20 USC § 1232g et. seq.

Note: Prior policies, Policy Manual, Military Recruitment (December 5, 1991), revised August 20, 1998; October 17, 2002; July 17, 2003.