



EQUAL ACCESS
FOR RECRUITERS
- HIGH SCHOOLS -

E14.02
Revised
September 2005
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PROCEDURE

Recruiters of all types (employment, education, service opportunities, military, or military alternatives) shall be given equal access to Seattle Public Schools high schools. Each school shall determine the frequency with which recruiters may visit, but in order to be in compliance with the equal access rule, no recruiter shall have the opportunity to visit any single campus more frequently than any other recruiter. For the purposes of this policy, each branch of the military is considered to be a separate recruiting organization.

Pursuant to this policy, each high school is required to have written school-based recruiter rules in place no later than October 3, 2005. At a minimum, each school's rules shall include:

- A requirement that the school rules regarding recruiting on campus be posted throughout the school year. At a minimum, the rules shall be posted in the school office, the counseling center, the career center, and on the school's website;
- A provision for recruiters to receive written permission to be on campus from the principal, or principal's designee. Such permission may be granted for the full year;
- Guidelines outlining where approved recruiters may set up, as well as a location for recruiters to leave information when they are not on campus;
- A requirement that all recruiters sign in and out of the school office at every visit;
- A requirement that information left by recruiters be dated, and clearly identify a contact name and number that students, staff, or others can call if they have questions about the information;
- A requirement that a written statement shall be clearly posted in the locations where recruiters may leave information that indicates that all information is provided by the recruiters and is not evaluated or endorsed by the school or by Seattle Public Schools;
- A process for approved recruiters to schedule specific times to be on campus;
- A requirement that the principal, or the principal's designee, keep a monthly calendar of upcoming recruiter visits. At a minimum, such calendar shall be posted in the school office, the counseling center, the career center, and on the school's website;
- A requirement that all recruiters clearly identify the organization that they are recruiting for;
- A requirement that all recruiters for the military be in uniform;



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- A rule that no recruiting is to happen in any classroom during any class period, or during any assembly. For the purposes of this policy, it is not considered to be “recruiting” if, in conjunction with the stated curriculum, a person is invited into a classroom to talk about his or her experiences. Staff should ensure that the School Board’s “Controversial Issues” policy (C06.00) is complied with when speakers are invited;
- A rule that no private appointments be held on campus;
- A rule that no private appointments be held during a time when the student is scheduled to be attending class; and
- A provision that permits organizations that counsel alternatives to the military (see Board Procedure E16.00) to be on campus at the same time, and in the same location, as military recruiters.

Recruiters of all types are cautioned to remember that the primary goal of the Seattle high schools is to educate the students who are enrolled in that school. Recruiting activities that interfere with the traditional activities of a given school day are not permitted. Recruiters who harass students or staff, provide misleading or untrue information, or who do not comply with applicable state and federal laws, or other school or District rules may have their organization’s permission to recruit on campus revoked for the remainder of the semester, or for the semester following the infraction, if the infraction occurs after the fifteenth week of the semester.

Schools are required to retain their recruiting calendars and sign-in sheets, and send copies of the calendars and sign-in sheets to the Office of the Superintendent no later than July 15 of each year.

Reference: RCW 28A.230.180 (requiring equal access for military recruiters)
No Child Left Behind Act of 2001, §9528 (requiring equal access for military recruiters)

Cross Reference: E14.00 Visitors To Schools
E14.01 Visitors To Schools Procedure
E14.03 Alternatives to Military Recruitment-Equal Access
C06.00 Controversial Issues
C06.01 Controversial Issues Procedure
D49.00 Anti-Harassment Policy
D49.01 Anti-Harassment Procedure—Students
D49.02 Anti-Harassment Procedure—Adults

Former Name: F. 08.02 School Visitation by Career or Educational Recruiters