

## VISITORS TO THE SCHOOLS

860

The Board of Education encourages visit by citizens, taxpayers, and parents to all of our school buildings. Taxpayers of the Waunakee Community School District are invited to visit District school facilities in accordance with reasonable procedures to control such visits and to evaluate the quality of education in the Waunakee Community School District, determine its needs, and to join with the Board in improving the system. The Board also believes that the parents/guardians of students attending the schools have special rights and responsibilities, in addition to those of taxpayers generally, to keep themselves informed as to the day-to-day operation of the schools.

Principals are requested to continue strong efforts to ensure that parents/guardians of school children are not only aware of the above policy but that they are cordially invited to visit District schools and to thereby develop a spirit of mutual cooperation which will benefit the children involved. Direct communication to homes, as well as the use of parent organizations and other school meetings, to advertise this policy are encouraged.

Children and students from other schools shall not be permitted to visit classes while they are in session, unless given special permission by the building principal.

Visitors to any District building during the school day shall first report to the school office to announce the nature of the visit, sign the visitor log book, and receive a visitor pass.

Any other person on school property may be requested by the appropriate administrator or the building principal or his/her agent to register at the proper office stating name, address, and purpose of business on school property. Any such person having no legitimate purpose or business on school property shall be directed to leave the premises forthwith. Should he/she fail or refuse to do so, the village police, state police, or sheriff's department shall be notified and requested to cause his/her ejection as a loiterer or trespasser.

The building principal will be responsible for implementation of this policy and implementing procedures and shall use his/her discretion in situations not covered by the procedures. Individuals having no legitimate reason for being in the buildings shall be asked to leave and may be referred to the police for trespassing.

Legal Ref.: Sections 120.13 (35) Wisconsin Statutes  
120.12 (1)

Cross Ref.: 720, District Safety  
731, Buildings and Grounds  
832, Public Conduct on School Property

860-Rule, Visitor Guidelines

860 continued

Adopted: 2/14/83

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March 1994  
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Waunakee Community School District