

SCHOOL VISITORS

I. Visitor and Volunteer Provisions Related to COVID-19

In alignment with the Center for Disease Control and Prevention's (CDC) *Guidance for COVID-19 Prevention in K-12 Schools*, ACPS will limit non-essential visitors, volunteers and activities in its facilities to reduce the spread of COVID-19 and maintain safe operations. These provisions will remain in effect until rescinded by the School Board and are intended to:

- Adhere to mitigation strategies that minimize the spread of COVID-19 established by the CDC, the Virginia Department of Health (VDH) and the Alexandria Health Department (AHD); and
- Prioritize safety precautions for the benefit of ACPS students, staff and visitors.

Unless modified in subsections A.-E. below, all other provisions of this policy remain in effect.

A. Programs associated with the provision of services for ACPS students will adhere to all ACPS policies and regulations.

B. "Essential visitors, volunteers and activities" will be limited to:

- Individuals supporting the provision of in-person student supports;
- Individuals supporting/performing ACPS operations and maintenance; and
- Families, when necessary, while picking up/dropping off a child (in accordance with ACPS arrival/dismissal procedures).

C. ACPS will conduct temperature screenings for all visitors, volunteers and staff prior to entering ACPS facilities. In accordance with the procedures outlined in Regulation GBE-R/JHCC-R, protective face coverings/masks are required to be worn by all individuals while inside ACPS facilities and vehicles.

- **Face covering/mask:** An item normally made of cloth or various other materials (with elastic bands or cloth ties) that is secured over the wearer's nose and mouth to contain or reduce the spread of potentially infectious respiratory secretions at the source (i.e., the person's nose and mouth). Face coverings may not be neck gaiters nor have exhalation valves or vents, which allow virus particles to escape.
- As stated above, protective face coverings/masks will be required unless an individual has been expressly granted an accommodation regarding face coverings by ACPS as outlined in Regulation GBE-R/JHCC-R.

If an essential visitor or volunteer does not have a protective face covering/mask that meets the standard above, one will be provided.

D. Volunteering, whether in-person or virtually, will be coordinated and directed through ACPS and approved by the Office of Community Partnerships and Engagement.

Protocols and procedures related to volunteering, including required background checks and screenings, will be governed by the ACPS Volunteer Code of Conduct and the terms of Partner Agreements and Memorandums of Understanding/Agreement (MOU/MOA) approved by the Office of Community Partnerships and Engagement.

- E. Partner requests for use of ACPS facilities will be approved by the Office of Maintenance and Custodial Services in collaboration with the Office of Community Partnerships and Engagement and will be submitted in accordance with Regulation KG-R.

II. Generally

Schools shall provide a welcoming, supportive environment for parents/guardians, families, and community members. Visitors are welcome in the schools as long as their presence is not disruptive and they follow school procedures for visitation. All visitors must report to the administrative office when they first arrive at the school. Potential visitors, including parents/guardians, who are registered sex offenders, should consult policies KN and KNA before arriving on school property or at school-sponsored activities. The school division expects mutual respect, civility, and orderly conduct from all individuals on school property and at school events. Unauthorized persons, including suspended students, will be requested to leave school grounds by the building administrator. The School Board authorizes the Superintendent to take all necessary actions regarding the safety, order, and preservation of the educational environment on School Board property or at school division-sponsored activities. Law enforcement may be called to enforce this policy.

Anyone, including students, who enters a school at nighttime without the consent of an authorized person except to attend an approved meeting or service or who enters or remains on any school property, including school buses, in violation of (i) any direction to vacate the property by an authorized individual or (ii) any posted notice which contains such information, posted at a place where it reasonably may be seen, may be prosecuted.

III. Families

Families are encouraged to visit the schools on scheduled days for conferences with teachers, assemblies, PTA meetings, volunteer service, and other school programs. Non-custodial parents shall not be denied, solely on the basis of their non-custodial status, the opportunity to participate in any of the student's school or day care activities in which such participation is supported or encouraged by the policies of the School Board.

IV. Board Members

Periodically, Board Members may visit schools within the Division. The purpose of these visits will be to maintain contact with building employees and increase understanding of actual educational practices.

Adopted: November 21, 1996

Amended: July 10, 1997
Amended: June 9, 2011
Amended: June 23, 2016
Amended: September 10, 2020
Amended: September 9, 2021

Legal Refs.: Code of Virginia, 1950, as amended, §§ 18.2-128; 18.2-415, 22.1-4.3, 22.1-79.

Executive Order 53 (2020), Commonwealth of Virginia, Office of the Governor (March 23, 2020).

Interim Guidance for COVID-19 Prevention in Virginia PreK-12 Schools, Virginia Department of Health (VDH), (July 2021; updated August 2021), <https://www.vdh.virginia.gov/content/uploads/sites/182/2021/03/Interim-Guidance-to-K-12-School-Reopening.pdf>.

Guidance for COVID-19 Prevention in K-12 Schools, Centers for Disease Control and Prevention (CDC), (Updated August 2021), <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html>.

State Health Commissioner Order of Public Health Emergency Statewide Requirement to Wear Masks in K-12 Schools, (August 12, 2021), https://www.vdh.virginia.gov/content/uploads/sites/134/2021/08/PHE-Order_K-12_8-12-2021.pdf.

https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/CFC_Guide_for_School_Administrators.pdf.

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>

Cross Refs.:	DJG	Vendor Relations
	ECA	Inventory and Reporting of Loss or Damage
	GBE-R/JHCC-R	Use of Protective Face Coverings (Masks) to Mitigate the Spread of COVID-19
	IGBC	Parent/Guardian and Family Engagement
	KG-R	Community Use of School Facilities Regulations and Application
	KGB	Public Conduct on School Property
	KN	Sex Offender Registry Notification
	KNA	Registered Sex Offenders on School Property