West Bonner County School District No. 83

COMMUNITY RELATIONS **4420F1**

Sex Offenders

LETTER TO PARENTS REGARDING VISITS TO SCHOOL
BY CONVICTED SEX OFFENDERS

Dear Parents/Guardians:

The purpose of this letter is to help the school and District comply with State law placing restrictions on sex offenders' access to school children and school property.

If you would like to obtain information regarding convicted sex offenders in your area, you can contact the Idaho State Police or your local Sheriff's Department. The Idaho State Police has a website available to provide this information. Currently, that website is: http://isp.idaho.gov/sor_id/

State law prohibits a sex offender from:

1. Being on or remaining on the premises of a school building or school grounds, or upon other properties posted with a notice that they are used by a school, when the person believes children under the age of eighteen (18) years are present and involved in a school activity or when children are present within thirty (30) minutes before or after a scheduled school activity.

2. Loitering on a public way within five hundred (500) feet of the property line of school grounds or a school building when children under the age of eighteen (18) years are present for a school activity, or when students are present thirty (30) minutes before or after such activity.

3. Being in any vehicle owned, leased, or contracted by a school to transport students to or from school or school-related activities when children under the age of eighteen (18) years are present in the vehicle.

4. Residing within five hundred (500) feet of a school, measured from the nearest point of the exterior wall of the offender's dwelling unit to the school property line, unless the person's residence was established prior to July 1, 2006.

The following applies if you are a parent/guardian who is a convicted sex offender:

You need to immediately return this letter with the blanks completed to the building principal's office where your child is enrolled. This letter must be completed and returned to the school at least ten (10) days before your first anticipated visit to the school. If you have children attending

more than one school, you must complete this form for each school. The District will crosscheck responses with the list the District receives from law enforcement identifying sex offenders living within its jurisdiction.

When you visit your child at school or a school event that you have not already described on the form below, you must inform the principal's secretary that you need to make an entry on your record of school visits. This record will be kept on file in the building principal's office where your child is enrolled.

The following must be completed by a convicted sex offender who is a parent or guardian of a student enrolled in the school.

TO BE COMPLETED ONLY IF YOU ARE A PARENT/GUARDIAN AND ARE A CONVICTED SEX OFFENDER

Student's Name (please print)	School
Name of Parent/Guardian (please print)	Date
Signature	Date

- At least once annually you need to obtain advance written permission to visit school property. Once written permission is obtained for the year, you will not need to obtain advance written permission for each individual visit, though you must comply with the procedures outlined in this letter, District policy, and with state and federal law.
- You must provide the information requested below for the times you anticipate visiting the school, such as after school to pick up your child, during specific sporting events, and during parent-teacher conferences.
- For all other visits, you must go immediately and directly to the principal's office and provide the information on your record of visits.
- You must remain under the direct supervision of the assigned school official.
- When you are to leave, you must go immediately and directly to the principal's office and provide the time that you are leaving. You must then immediately leave the school grounds.

Record of Visits

Date	Location & Purpose	School Official Assigned	Time In	Time Out

The following applies if you know someone who is a convicted sex offender who would like to visit school property:

If you know a convicted sex offender who is not a parent/guardian of a student enrolled in the school, but who would like to visit school property, please refer them to the Superintendent's office to request permission. A sex offender who is not a parent/guardian of a student enrolled in the school must complete a form in order to be granted permission to visit school property. This form must be completed at least once annually.

If permission is granted, the Superintendent or designee shall provide the details of the sex offender's upcoming visit to the building principal. The Superintendent, or designee who is a certified employee, will supervise the sex offender whenever the sex offender is in a student's vicinity.

TO BE COMPLETED IF YOU ARE A CONVICTED SEX OFFENDER AND ARE REQUESTING PERMISSION TO VISIT SCHOOL PROPERTY

A convicted sex offender who is not a parent/guardian of a student enrolled in the District must complete this form in order to seek permission to visit school property whenever students are present. This form must be provided to the District at least ten (10) days prior to the anticipated visit. After a decision is made whether to grant or deny permission to visit, a copy will be returned to you. This information will be kept in the Administration offices as well as in the building principal's office where you are seeking permission to visit. Please be specific in completing this form.

Name (please print) _____ Residence Address _____

Signature _____ Residence City, State, Zip Code _____

Date _____

Visit Request

Date and Time Requested	Location of Visit	Purpose of Visit

The following is to be completed by District personnel only:

☐ Permission Granted ☐ Permission Denied

Signature _____ Date _____
(Superintendent, Designee, or Board President)

Visit Supervision:

Time In: _____ Time Out: _____

Signature of Supervisor _____ Date _____
(Building principal or other certified employee)