

ADMINISTRATIVE POLICIES OF THE MILWAUKEE PUBLIC SCHOOLS

ADMINISTRATIVE POLICY 9.09 VISITORS TO THE SCHOOL

(1) GENERAL

(a) Visitors are welcome in Milwaukee Public Schools (MPS). Because the safety of all children is important to us, all visitors are required to use the designated main entrance, to report to the office or security desk, to show some form of identification, to sign in on the MPS Visitor Record, to be escorted to the requested location, and to return the visitor's pass to the office or security desk and sign out.

(b) Parents shall be encouraged to visit the classroom (following the provisions above) and to observe the work of the schools.

(c) No visitor shall enter any classroom without permission of the building principal/school leader or designee.

(d) Failure to follow the above guidelines may result in the issuance of a no-trespassing order by the school leader.

(2) TRESPASSING

(a) Signs shall be posted on all school playgrounds and campuses that the property is off-limits to trespassers and loiterers.

(b) Employees and students shall be requested to report loiterers to the Administration.

(3) REGISTERED SEX OFFENDERS

(a) A registrant¹ may not be on any MPS school premises (school building, grounds, recreation area or athletic field, or any other property owned, used, or operated for MPS school administration) unless an MPS district administrator, or his or her designee, has been notified of the registrant's status as a registered sex offender and has approved the specific date, time, and place of the visit. This does not apply if the registrant is doing any of the following:

- on MPS school premises to vote, if an election is being held that day, and the registrant's polling place is on the school premises, or
- on the school premises to attend an event or activity that is not sponsored by MPS.

(b) If the registrant has a child enrolled at the school, the registrant must notify the MPS district administrator, or his or her designee, that he or she is a registered sex offender and that he or she has a child enrolled at the school. The registrant must provide the notification as follows:

- at the beginning of each academic school year;
- if the child is not enrolled at the beginning of the academic year, when the child is first enrolled;
- if the registrant was not subject to the reporting requirements at the beginning of the academic school year or when the child is first enrolled, when the registrant first becomes subject to the sex offender reporting requirements;
- if none of the above apply, when the registrant becomes subject to the prohibition of being on school premises.

History: Adopted 02-06-79; reaffirmed 02-22-95; revised 08-25-16

Previous Coding: Admin. Policy KK, prior to May 1995; Admin. Policy 11.09, May 1995-August 1996

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¹ A registrant is "any person who is required to register under Wis. Stat. §301.45 for any offense against a child."