

## **Lewis Center for Educational Research**

**BP 1250:      COMMUNITY RELATIONS  
                  VISITORS**

**Adopted:      June 5, 2003**

**Revised:**

The Foundation Board encourages parents/guardians and interested members of the community to visit the schools, view the educational program, and offer constructive comments to the Board.

Besides inviting parents/guardians and the community to open house activities and other special events, the President/CEO or designee shall develop procedures that facilitate visits during regular school days. To ensure the safety of students and staff and avoid potential disruptions, all visitors (anyone who is not a student of the school, or a member of the school staff) shall register immediately upon entering any school building or grounds when school is in session and may be required to display a visible means of identification while on school premises.

The principal or designee may refuse to register any visitor whose acts or presence he/she judges would disrupt normal school operations, threaten the health and safety of students or staff, or cause property damage.

To ensure minimum interruption of the regular classroom program, ideally school visits should be arranged first with the teacher and principal or designee. If a conference is desired, an appointment should be set with the teacher for a time before school, after school, or during the teacher's preparation period.

The Board recognizes that under California law, any person whose conduct disrupts classwork or extracurricular activities or causes a disturbance on school grounds may be guilty of a misdemeanor and subject to a fine, imprisonment, or both. When such conduct occurs, the Board may take action leading to the imposition of these penalties.

Possession of unauthorized dangerous instruments, weapons or devices is prohibited on school premises, on any public right-of-way immediately adjacent to school property, or any other place where a teacher and student(s) are required to be in connection with assigned school activities.

No electronic listening or recording device may be used by students or visitors in a classroom without the teacher and principal's permission.