

VISITORS TO THE SCHOOLS

To promote effective communication between the citizens of the Northeastern Clinton community and the school district, the Board of Education encourages parents and other citizens to visit their schools periodically during the course of the school year.

The Board recognizes that many visitations that will occur are regularly scheduled events, i.e., parent-teacher organization meetings, public gatherings, registering of pupils, etc. There are also times when parents or guardians desire to visit their child's classroom at times other than those regularly scheduled. When such visitations occur, they shall be made only with the approval of their child's teacher and Building Principal. The Board views these visits as constructive. In any case, however, they shall not be permitted to interfere with the educational process.

Persons who are not students or staff shall report immediately to the school office upon entering a school building. Persons other than parents, guardians, students or staff, who desire to visit a school building shall do so only with the permission of an appropriate administrative staff member.

Visits to school buildings are to be in accordance with the Board regulations posted in conspicuous places. A violation of the visitation policy shall be prosecuted pursuant to New York State Law.

Ref: Education Law §§1708; 2801

Adoption date: June 21, 1993

VISITORS TO THE SCHOOLS - REGULATION

Visitors to the schools of the district shall be governed by the following rules:

1. Each Building Principal shall establish and maintain a safety plan outlining the process for registration and authorization for visits to his/her school. Such plans shall be submitted to the Superintendent of Schools for approval, and thereafter be made available in the Principal's office.
2. The Building Principal must be contacted by the person or group wishing to visit, and prior approval must be obtained for the visit.
3. Parents or guardians wishing to speak with a specific teacher concerning the progress of a child must make an appointment with the teacher.
4. All visitors must report to the main office.
5. Registration shall not be required for school functions open to the public, whether or not school-related.
6. Parents are encouraged to visit guidance counselors, school nurses, school psychologists and other support personnel, by appointment, in order to discuss any problems or concerns the parent may have regarding the student, whether or not school-related.
7. Any visitor wishing to inspect school records or interview students on school premises must comply with all applicable Board policies and administrative regulations. In questionable cases, the visitor shall be directed to the Superintendent's office to obtain written permission for such a visit.
8. The Building Principal is authorized to take any action necessary to secure the safety of students and school personnel. Unauthorized visitors shall be requested to leave school premises immediately, and will be subject to arrest and prosecution for trespassing, pursuant to the New York State Penal Law, if they refuse to cooperate.

Cross-ref: 1520, Public Conduct on School Property

Ref: Education Law §§1708; 2801

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