

Community Relations

Visitors To The Schools

Visitors are welcome at any School District building provided their presence will not be disruptive. All visitors shall initially sign in with a door monitor or report to the Building Principal's office. Any person wishing to confer with a staff member shall contact that staff member by telephone or e-mail to make an appointment. Conferences with teachers are held outside school hours or during the teacher's conference/preparation period. To the extent possible, conferences should be scheduled 24 hours in advance.

Visitation of classrooms by parents or guardians is encouraged. To ensure the least amount of disruption or distraction, certain restrictions must be imposed. When possible, visitations should be scheduled in advance. Classroom visitors will be escorted to the classroom by a staff member. Visitors will not be permitted to enter during certain activities (e.g. ISAT or other testing, concentrated reading times). Visitors may be requested to wait until the end of a class period before being allowed to enter a room. Visitors under the age of 21 and those who are not the parent/guardian of the student attending the school must receive approval from the building principal before making arrangements to visit classrooms.

Any staff member may request identification from any person on school grounds or in any school building; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who: (1) refuses to provide requested identification, (2) interferes with, disrupts, or threatens to disrupt any school activity or the learning environment, (3) or engages in an activity in violation of School Board policy 8:30, Conduct on School Property.

LEGAL REF.: 105 ILCS 5/24-25.

CROSS REF.: 8:30 (Conduct on School Property)

Adopted: November 14, 1994

Amended: August 14, 2000
January 12, 2004
June 8, 2009

