

SCHOOL DISTRICT - COMMUNITY RELATIONS

Series 900

Policy Title Visitors to School District Buildings & Sites Code No. 903.03

The board welcomes the interest of parents and other members of the school district community and invites them to visit the school buildings and sites. Visitors, which include persons other than employees or students, must notify the principal of their presence in the facility upon arrival.

Persons who wish to visit a classroom while school is in session are asked to notify the principal and obtain approval from the principal prior to the visit so appropriate arrangements can be made and so class disruption can be minimized. Teachers and other employees will not take time from their duties to discuss matters with visitors.

Visitors will conduct themselves in a manner fitting to their age level and maturity and with mutual respect and consideration for the rights of others while attending school events. Visitors failing to conduct themselves accordingly may be asked to leave the premises. Children who wish to visit school must be accompanied by a parent or responsible adult.

It is the responsibility of employees to report inappropriate conduct. It is the responsibility of the superintendent and principals to take the action necessary to cease the inappropriate conduct. If the superintendent or principals are not available, a school district employee will act to cease the inappropriate conduct.

This is a mandatory policy.

Legal Reference: Iowa Code §§ 279.8; 716.7.

Cross Reference: 902.04 Live Broadcast or Recording
903.02 Community Resource Persons and Volunteers

Adopted: May 12, 2012 Reviewed: November 19, 2025 Revised: November 19, 2025