

Hancock County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Visitors to the Schools	Descriptor Code: 1.501	Issued Date: 04/09/15
		Rescinds:	Issued:

1 Except on occasions, such as school programs, athletic events, open house and similar public events; all visitors
 2 will report to the school office when entering the school and will sign a log book. Authorization to visit
 3 elsewhere in the building or on the school campus will be determined by the principal or designee. Guest passes
 4 shall be issued for all persons other than students and employees of the school.¹

5 In order to maintain the conditions and atmosphere suitable for learning, no other person shall enter onto the
 6 grounds or into the school buildings during the hours of student instruction except students assigned to that
 7 school, the staff of the school, parents of students, and other persons with lawful and valid business on the
 8 school premises.

9 Persons who come onto school property shall be under the jurisdiction of the site administrator/designee.
 10 Individuals who come onto school property or who contact employees on school or district business are
 11 expected to behave accordingly. Specifically, actions that are prohibited include, but are not limited to:

- 12 • Cursing and use of obscenities;
- 13 • Disrupting or threatening to disrupt school or office operations;
- 14 • Acting in an unsafe manner that could threaten the health or safety of others;
- 15 • Verbal or written statements or gestures indicating intent to harm an individual or property; and
- 16 • Physical attacks intended to harm an individual or substantially damage property.

17 The principal or his/her designee has the author to exclude from the school premises any persons disrupting the
 18 educational programs in the classroom or in the school, disturbing the teachers or students on the premises, or on
 19 the premises for the purpose of committing an illegal act.²

20 The principal shall contact law enforcement officials when he/she believes the situation warrants such measures.

Legal References

1. TCA 49-2-203(b)(4)
2. TCA 49-6-2008; TCA 39-14-406

Cross References

- Section 504 & ADA Grievance Procedures 1.802
 Vendor Relations 2.809
 Security 3.205
 Care of School Property 6.311