
Visitors to School

The board welcomes visits to school by parents/guardians, board members, other adult residents of the community and interested educators, when they fit into the classroom or school routine. In order for the educational program to continue undisturbed when visitors are present, and to prevent the intrusion of disruptive persons into the schools, the chief school administrator shall devise regulations addressing visitors' access to the schools.

All visitors shall be required to report to the principal's office upon entering the building.

A "visitor" is anyone other than a pupil enrolled in or a staff member employed in the particular school.

Visitors may not consult with the teaching staff or pupils during class time without the principal's permission.

For the purpose of preventing unauthorized entry into the district buildings, the building principal shall ensure that:

- A. The school's main entrance is clearly marked so that it is easily visible and recognizable;
- B. Exterior doors are locked, and when they are in use for a large entry/exit, staff members, security personnel, law enforcement officers or other representatives of the district are assigned to monitor them;
- C. Entrances are clearly marked with a numerical sequence to allow for specific response by police, fire, and emergency medical services responders;
- D. A limited the number of doors are available for access by staff and the staff members shall be informed of which doors they are authorized to use;
- E. Security personnel working in the school building are dressed in uniform.

When the parental rights of a parent have been terminated by a court of appropriate jurisdiction, the legal guardian must inform the school so that the administration may apply appropriate regulations. The principal shall seek confirmation of legal custodianship where necessary.

No one may visit the school during school hours for the purpose of recommending or

exhibiting books, maps, etc., to staff. No person shall be allowed to deliver any address or lecture on any subject unless authorized by the chief school administrator or designee.

All visitors to the schools must obey regulations prohibiting smoking and any other regulations designed to ensure orderly operation of the school. All persons violating this policy shall be considered "disorderly persons" and subject to appropriate action.

The school district will not permit students to visit during the regular hours of the school day. Visitors to the district may not attend school dances or other functions that are held solely for the currently enrolled students of the Oxford Township School District.

Date:

First Adoption: March 20, 2001

Review Date: July 7, 2008

Revision and Adoption: August 28, 2008

Review Date: December 20, 2010

Revision and Adoption: January 27, 2011

Review Date: July 23, 2012 – No Changes

November 11, 2016 – No Changes

Review Date: January 4, 2018

Revision and Adoption: January 25, 2018

Legal References:

<u>N.J.S.A.</u> 2C:18-3	Unlicensed entry of structures, defiant trespasser; peering into dwelling places; defenses
<u>N.J.S.A.</u> 2C:33-2	Disorderly conduct
<u>N.J.S.A.</u> 18A:7G-5.2	Public school facilities, certain, security measures required
<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
<u>N.J.S.A.</u> 18A:54-20	Powers of board (county vocational schools)
<u>N.J.S.A.</u> 26:3D-55 <u>et seq.</u>	New Jersey Smoke-Free Air Act

Possible Cross References:

1220	<u>Ad hoc</u> advisory committees
3327	Relations with vendors
3515	Smoking prohibition
4131/4131.1	Staff development; in-service education/visitations/conferences

5020	Role of parents/guardians
5124	Reporting to parents/guardians
5125	Pupil records
5142	Pupil safety
5145.11	Questioning and apprehension
6144	Controversial issues
9010	Role of the member

Key Words:

Visits to the School, Visitors, Pupil Safety