

1 The Transylvania County Board of Education (the “board”) encourages the community and
2 parents to be involved in and support the schools and the educational program of the schools.

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4 **A. OPPORTUNITIES TO VISIT THE SCHOOLS**

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6 To encourage involvement, the following opportunities are provided to visit the schools.

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8 1. Visitors are welcome to observe and learn about the educational program at each
9 school subject to reasonable rules developed by school administrators.
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11 2. Visitors are encouraged to use school facilities made available to the public, such
12 as media centers or meeting spaces, as provided in policy 5030, Community Use
13 of Facilities.
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15 3. Visitors are invited to attend school events that are open to the public, such as
16 athletic events, musical programs, and dramatic productions.
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18 **B. REQUIREMENTS OF VISITORS TO THE SCHOOLS**

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20 While the school board welcomes visitors to the schools, the paramount concern of the
21 board is to provide a safe and orderly learning environment in which disruptions to
22 instructional time are kept to a minimum. The superintendent and each principal shall
23 establish and enforce reasonable rules to address this concern.
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- 25 1. All school visitors during the school day must report immediately to the
26 administrative office at the school to request and receive permission to be in the
27 school. Each principal shall ensure that signs are posted in the school to notify
28 visitors of this requirement.
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30 2. School visitors are expected to comply with all school rules and school board
31 policies, including policy 5025, Prohibition of **Drugs and** ~~Alcoholic Beverages~~;
32 policy 5026/7250, Smoking and Tobacco Products; and policy 5027/7275,
33 Weapons and Explosives Prohibited.
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35 3. Persons who are subject to policy 5022, Registered Sex Offenders, must comply
36 with the provisions of that policy.
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38 4. Personal deliveries to students, such as commercial deliveries of balloons,
39 flowers, or other gifts, are prohibited.
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41 **C. ADDITIONAL REQUIREMENTS OF PROBATION OFFICERS**

43 To minimize disruption to student learning and school operations, the board establishes
44 the following additional requirements for visits by probation officers during the school
45 day:

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47 1. Probation officers may not visit students on school property during school hours
48 unless the visit is conducted through the Section of Community Corrections'
49 School Partnership Program.
- 50
51 2. Visits by probation officers must be authorized in advance by the school principal
52 or designee or be the result of a request for assistance by a guidance counselor or
53 school resource officer. The principal or designee at each school shall coordinate
54 with probation officers to plan and schedule visits to occur at times least
55 disruptive to the student's academic schedule and to school operations.
- 56
57 3. To protect the privacy of students, the principal or designee shall designate a
58 private area for probation officers to meet with students away from contact with
59 the general student population. Initial contact with the student will be made by a
60 designated school employee, who shall direct the student to the private area to
61 meet with the probation officer.
- 62
63 4. Probation officers may not initiate direct contact with any student while the
64 student is in class or between classes.
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66 5. All visits must be conducted in accordance with this policy and any additional
67 guidelines developed by the superintendent or designee.

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69 **D. UNAUTHORIZED, DISRUPTIVE, OR DANGEROUS VISITORS**

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71 If a school employee becomes aware that an individual is on a school property without
72 having received permission or that an individual is exhibiting unusual, threatening, or
73 dangerous behavior, the employee must either direct the individual to the administrative
74 office or notify the principal, designee, or school resource officer, depending on the
75 circumstances.

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77 If a school employee suspects that an individual is on school property in violation of
78 policy 5022, Registered Sex Offenders, the employee must immediately notify the
79 principal, designee, or school resource officer.

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81 Students will be instructed to notify a school employee of any unusual or suspicious
82 behavior by visitors. School employees shall inform the principal or designee
83 immediately of a student's report of suspicious behavior on the part of a school visitor.
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85 When an individual disrupts the educational environment, acts in a disorderly manner,
86 damages school property, or violates board policy or the law, the principal or designee
87 has authority to:

- 88
- 89 1. order the individual to leave school property;
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 - 91 2. notify law enforcement; or
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 - 93 3. take any other action deemed appropriate under the circumstances.
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95 Failure to comply with a request to leave school grounds may result in the filing of
96 trespass charges or other charges as appropriate against the offending individual.

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98 The superintendent, upon recommendation from the principal, may deny an individual
99 permission to come onto school grounds or enter a school facility for up to one school
100 year if the individual is guilty of disruptive or dangerous behavior on school grounds.

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102 Legal References: G.S. 14-132, -132.2, -159.11, -159.12, 159.13, -208.18; 115C-46.2, -523, -
103 524, -526

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105 Cross References: Registered Sex Offenders (policy 5022), Prohibition of **Drugs and Alcoholie**
106 **Beverages** (policy 5025), Smoking and Tobacco Products (policy 5026/7250), Weapons and
107 Explosives Prohibited (policy 5027/7275), Community Use of Facilities (policy 5030)

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109 Adopted: August 15, 2016

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111 **Revised: [DATE]**