

Helix School District 1R

Code: **KK**
Adopted: 1/8/97
Orig. Code(s): None

Visitors to the Schools

The Helix School Board encourages parents and other citizens of the District to visit the school and classrooms to observe the work of students, teachers, and other employees.

In order to assure that no unauthorized persons enter the school, all visitors will report to the school office when entering.

Visitors will be announced to the teacher(s) they plan to visit over the district's intercom. A teacher shall not admit a visitor to his/her classroom unless the visitor has been announced.

When a visitor leaves the school premises they should check out in the office.

The superintendent/principal shall have complete authority to exclude from the school premises any persons whom he or she has reason to believe are disrupting the educational programs in the classroom or in the school, are distributing the teachers or students on the premises, or whom the superintendent/principal believes are on the premises for the purpose of committing an illegal act.

Any unauthorized person on school property will be reported to the superintendent/principal. The person may be asked to leave. Police may be called if the situation warrants such measures.

Students will not be permitted to bring visitors to school without prior approval of the superintendent/principal.

END OF POLICY

Legal Reference(s):

[ORS 164.245](#)
[ORS 164.255](#)
[ORS 166.025](#)
[ORS 166.155 - 166.165](#)
[ORS 332.107](#)