

Administrative Guidelines on Sex Offenders and Campus Visitation

Parents and patrons of the District are welcome to visit district schools and attend district events as allowed by District policy. However, all visitors to a school campus must sign or check in at the campus administrative office, list the reason for the visit, and display his or her driver's license or other government-issued form of photographic identification prior to proceeding elsewhere on campus. This requirement applies to parents, social service workers, volunteers, Board members, invited speakers, maintenance and repair persons not employed by the District, vendors, representatives of the news media, former students, and any other visitors. These guidelines will be available in each campus' administrative office.

Classroom Visitation. Visits to individual classrooms during instructional time shall be permitted only with the principal's approval and in consultation with the teacher. Such visits shall not be permitted if their duration or frequency interferes with the delivery of instruction or disrupts the school environment.

Disruptive Conduct. If a visitor's conduct becomes disruptive, abusive, threatening, or violent, the administration may require the visitor to leave immediately. Depending on the severity of the conduct, the visitor may be prohibited from being present on any District property for a period of time authorized by the superintendent or the superintendent's designee.

Sex Offenders. The District may use the computerized central database maintained by the Texas Department of Public Safety or any other database accessible to the District to determine whether campus visitors are registered sex offenders. Visitor-management technology may also be used to verify this information.

General Rule. No adult who has ever pled guilty or *nolo contendere*, to a crime listed in Art. 62.001(5) of the Texas Code of Criminal Procedures, or has ever been found guilty of a "reportable conviction or adjudication," as defined by that law, or who is required to register with the sex offender registry under Chapter 62 of the Texas Code of Criminal Procedure and whose victim was a under age 18 at the time of the offense (hereinafter called a "sex offender") may enter or be present upon any District property. Except as otherwise provided in this policy, any adult sex offender meeting the above criteria will be asked to leave District property and law enforcement may be notified.

Voting. Where a sex offender is a lawfully registered and qualified voter whose polling place is on District property, he or she may come upon such property for early voting or on election day, during polling hours, solely for the purpose of casting his or her vote.

Parent Sex Offender. Where a student's parent, guardian, or other person having lawful control of the student under a valid court order is a sex offender as defined above, that person may only enter on District property under the following limited circumstances:

- * To attend a scheduled conference with school personnel to discuss the student's academic or social progress, promotion/retention, assignment/reassignment, attendance, participation in school-related activities, or discipline;
- * To attend an ARD or IEP meeting or other conference where evaluation or placement decisions may be made respecting the student's special education services;
- * To pick up assignments from the campus administrative office;
- * To transport the student to or from school;
- * To attend the student's high school graduation; or
- * To attend any meeting requested by the campus administration.

The individual will be supervised and accompanied by school personnel at all times. The individual must sign out at the campus administrative office upon departure. If the individual is on District property for any other purpose and without permission, he or she will be subject to removal and/or arrest.

Should a sex offender parent, guardian, or other person having lawful control of the student under a valid court order seek to enter District property for any other purpose, he or she must submit a Sex Offender Visitation Request form (see GKC exhibit) and obtain written permission from the superintendent or the superintendent's designee. Until written permission based upon the Request form is received, the individual submitting the request may not enter District property except under the limited circumstances set out above.

Even under the limited circumstances set out above, and individual will not be permitted to enter or be present on school property if: (1) the individual's parental rights have been terminated, (2) the individual's presence at school is prohibited by court order or conditions of probation, or (3) the Superintendent determines that the individual poses a unique threat to student safety. In those cases, communications regarding the student will be conducted by alternate means such as telephone, mail, or electronic communications. Where the administration determines that a meeting is necessary, it will identify an appropriate meeting place where students are not present.

Volunteers. An adult sex offender as defined above may not serve as a volunteer with the District and may not participate in school-related activities or field trips.

Contractors, Vendors, & Other Third Parties. Contractors, vendors, or other third parties shall not permit an employee who is a sex offender to come on District property except in an emergency and with approval of the Superintendent or designee. In case of such approval, the individual will be supervised and accompanied by school personnel at all times. It is the contractor's responsibility to check the sex offender registry prior to sending any employee onto District property. (See also policy CH.)

Sex Offender Visitation Request

If you are parent, guardian, or other person with lawful control of a student under a valid court order and are also a sex offender barred by District policy from being present on school property, you must seek permission to be on school property by completing this form and submitting it to the Superintendent's office for approval. After a decision is made whether to grant or deny permission to visit, a copy will be returned to you. This information will be kept in the District administration offices as well as in the campus principal's office where you are seeking permission to visit.

NOTICE: Until written permission based upon this Request is received, you may not enter District property except under the limited circumstances set out in District policy GKC (local) and applicable administrative guidelines.

Name (please print) _____ Address

Signature _____ Today's Date

Campus or Visit Location _____ Date of Requested Visit

§ I request permission to be on school property for the following reasons (please be specific):

TO BE COMPLETED BY DISTRICT PERSONNEL ONLY:

- § Permission Granted With Supervision by District Personnel
- § Permission Granted Without Supervision by District Personnel
- § Permission Denied

Signature of Superintendent or Designee _____ Date

— Visit Supervision —

Visitor's Time In _____ Visitor's Time Out

Signature of Accompanying Personnel _____ Date