

WHAT HAPPENS WHEN VISITORS REFUSE TO LEAVE THE SCHOOL CAMPUS?

Visitors must understand that the school principal (or his/her designee) has the authority to direct an individual to leave the campus. An individual may be asked to leave the campus if the principal determines that the visitor's presence or acts have the potential to interrupt or disrupt the school, its students, teachers, other employees, to jeopardize the health and safety of students and staff, or, cause property damage.

The principal's (or his/her designee's) verbal direction to leave campus will be documented for use by law enforcement. If the individual re-enters the campus without permission within seven days after being directed to leave the school grounds, he, or she, will be guilty of a misdemeanor and subject to arrest (P.C. 626.6).

If the individual refuses to leave after being asked by the principal (or his/her designee), law enforcement will be called. Specific circumstances of the case and advice from law enforcement will determine further action. As soon as possible, school staff will document all facts regarding the situation. A full description of the incident will assist the District Attorney in determining appropriate charges, disturbing the peace, threats of violence, use of obscene language, assault, etc.

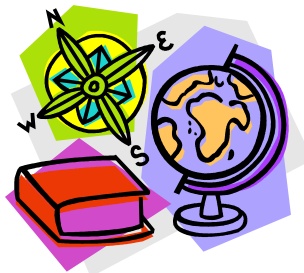
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The Lucia Mar Unified School District believes that the majority of school visits are beneficial to the school, students, staff, and individual visitors. However, it is important that parents and others be aware of the District's guidelines regarding visitors at school.

We believe it is in the best interest of our young people that interruptions, disruptions or other more serious actions be avoided in order to provide a safe school environment where students can enjoy learning.

THANK YOU FOR YOUR SUPPORT
AND COOPERATION IN HELPING US
MAINTAIN A SAFE AND ORDERLY
SCHOOL ENVIRONMENT.



School Visitor Information

ENSURING SAFE SCHOOLS



Lucia Mar Unified School District
602 orchard Street
Arroyo Grande, CA 93420
(805) 474-3000

To build community awareness and appreciation of the many programs offered by our schools, The Lucia Mar Unified School District encourages parents and interested community members to visit school campuses throughout the year. Visitors are invited to attend special events, open house programs, performing arts productions, academic competitions, sports events and awards assemblies, etc.

In addition, visitors are always welcome on campus within certain guidelines. We welcome visitors during school hours as long as guidelines for visitors are observed.

WHY ARE GUIDELINES NECESSARY?

Guidelines are necessary to help ensure the health and safety of students and staff and to avoid interruptions and disruptions of the educational program.

WHO ARE VISITORS?

- Parents (or guardians) of students enrolled at the school;
- School volunteers;
- Public employees whose job requires that they be on school grounds;
- Elected public officials;
- Reporters, or other persons connected with, or employed by, a newspaper, magazine or other publication, radio or television station;
- Representatives of a school employee organization engaged in activities related to the representation of school employees; and
- Anyone else, except site/District staff, students of the school, delivery persons or other contracted workers who are on the school grounds at the school's request.

To help ensure school safety and security, the principal (or his/her designee) may design a visible means of identifying visitors while they are on the school grounds. This identification may be required for all visitors, including parents (or guardians).

Signs are posted at all school entrances that show regular school hours and inform visitors that they must report to the school office.

Upon reporting to the school office, visitors may be required to furnish the principal (or his/her designee) with the following information:

- A. Name, address and occupation;
- B. Age, if less than 21 years old;
- C. Purpose for entering the school grounds;
- D. Proof of identity; and
- E. Other information considered pertinent.



GUIDELINES FOR PARENT (OR GUARDIAN) VISITS:

1. To ensure minimum interruption or disruption of the instructional program, visits to any classroom during school hours must be arranged in advance with the teacher. If a teacher/parent conference is desired, an appointment will be made with the teacher during non-instructional time..

2. Parents or guardians who need to leave lunches, clothing or other articles for their children, or need to contact students or staff however briefly, must first report to the school office to make their request. Usually, items will be delivered to the student by school staff to avoid interruption of the instructional program.

3. Parents (custodial or non-custodial) or guardians may not use the school setting to resolve visitation or other custodial rights. Such issues should be addressed off campus through civil authorities.

4. It is a misdemeanor (E.C. 51512) to use electronic listening or recording devices in a classroom without the teacher's and principal's permission.

5. Cell phones may not be used in the classroom.

The principal (or his/her designee) may refuse to allow a visitor the privilege of visiting the school if the principal believes the individual's presence or acts have the potential to interrupt the school, its students, teachers and other staff members; jeopardize the health and safety of students and staff; or, cause property damage.

