

VISITORS TO DISTRICT SCHOOLS/EDUCATIONAL SUPPORT CENTER

The safety of our students and staff is paramount. For this reason, we have established this procedure to clarify the additional requirements that have been implemented regarding visitors to District schools and the Educational Support Center (ESC). This procedure is aligned with guidance from federal, state and local public health agencies as well as orders from the Governor and local public health agencies.

Because federal, state and local authorities continue to provide guidance on the numerous issues raised by the COVID-19 pandemic, this procedure may be subject to further clarification or revision. Staff will be informed of any updates.

District Policy 1200 defines “visitors” to include all persons at District schools and other District facilities who are not employees or enrolled students of that school or facility. Visitors include, but are not limited to parents, guardians, District staff from other schools and facilities, substitutes, volunteers, and contractors.

Visitor Management at District Schools.

- Access by students’ parents/guardians and other visitors is restricted.
- Prior to entering a school, parents/guardians and other authorized visitors must complete a health screening, including a temperature check, as well as completion of any other health/safety protocols required by the District.
- Authorized visitors shall be limited to the following:
 - Maintenance/Contractors servicing essential systems in the school;
 - Persons employed by a county department of human services who have a legitimate need to meet with a student in the school;
 - Staff with a legitimate need to be in the school (e.g. warehouse, student services, District administrators, and security staff); and
 - School Resource Officers.
- Parent/guardian access to the school where the student is present shall only be permitted when:
 - The school contacts the student’s parent/guardian and informs the parent/guardian that the student needs medical or social-emotional support; or
 - In the event of an emergency.
- Lunch visits or other types of visits not permitted by this procedure are prohibited.
- Parent volunteers are prohibited.

Visitor Management at the ESC.

- Visitor access is restricted to those with essential business at the ESC.
- Visitors are strongly encouraged to make appointments prior to visiting the ESC.
- Prior to entering the ESC, visitors must complete a health screening, including a temperature check, as well as completion of any other health/safety protocols required by the District.