

## **5.0200 SCHOOL VISITORS**

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

Cross References: 5.0220 REGISTERED SEX OFFENDERS  
5.0250 ITEMS AND MATERIALS PROHIBITED ON CAMPUS  
7.1500-7.1500 GRIEVANCE PROCEDURES

### **I. VISITORS WELCOME**

The Board welcomes parents and other visitors to Falls Lake Academy, and actively encourages parents and others with personal or professional interest in the school and its educational programs to visit and become familiar with FLA's approaches to teaching and learning, subject to the provisions of this policy.

Specifically, visitors are welcome:

- at all events and programs open to the public, such as athletic contests and arts performances;
- at all special programs and events designed to showcase parts of the FLA educational program;
- at all meetings of FLAP, the Firebird Flight Crew, and other parent and/or community support groups;
- at all open meetings of the Falls Lake Academy Board of Directors; and
- in the actual classrooms during the instructional day, subject to the provisions of this policy.

### **II. PROCEDURES**

While the Board welcomes visitors to the school, the paramount concern of the Board is to provide a safe, orderly, and inviting learning environment in which disruptions to instruction and instructional time are kept to a minimum. In addition to such reasonable rules and procedures as may be established and enforced by the Principal, the following requirements always apply to visitors in the school:

1. All school visitors during instructional hours must report immediately upon arrival to the Principal's office and check in to receive permission to be on school grounds and in the school and its classrooms. Permission to visit classrooms during face-to-face instruction is generally limited to parents of students in those classes who have particular and compelling reasons for such visits, to guests of the teachers in those classrooms designated for those visits, and to professional educators and students who seek to observe the classroom for the purpose of gathering information and deeper understanding of the educational programs and/or methods being used therein.
2. After having been approved to be on school grounds during instructional hours, all school visitors must check in and display whatever visitor's identification is required by the school for instructional-hours visitors throughout their stay during instructional hours.
3. School visitors shall comply with all school rules and Board policies, including 5.0250 ITEMS AND MATERIALS PROHIBITED ON CAMPUS.
4. Individuals who are subject to policy 5.0220 REGISTERED SEX OFFENDERES must comply with the provisions of that policy.
5. Individuals who are discovered on-campus during instructional hours without having received permission to visit and/or who are not displaying visitor's identification will be instructed to report to the Principal's office immediately, ordered off the premises, and/or may be subject to possible arrest for criminal trespass.

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6. Classroom visitors are required to respect the educational environment at all times. Neither teachers nor students may be interrupted during the course of the teaching and learning process by visitors for any reason at any time unless invited to limited participation by the Principal or by the classroom teacher in the classroom being visited. When visitors have questions or concerns, they are encouraged to arrange for a conference with the classroom teacher to seek answers and/or further information. If such a conference does not adequately address a visitor's questions or concerns, he/she is encouraged to submit those questions and concerns to the Principal or follow the procedures outlined in Board policy 7.1500-7.1500 GRIEVANCE PROCEDURES.

7. Visitors who – in the opinion of the Principal, or his/her designee in his/her absence – exhibit unusual, disruptive, disorderly, threatening, or dangerous behavior, who damage school property, who violate Board policy, and/or who disrupt the educational environment at any time while on school property will be instructed to leave campus and will be prosecuted for trespassing if they do not do so immediately. The Board authorizes the Principal to prohibit these and any other individuals who display or exhibit similar disruptive behavior from entering upon school grounds, entering the school building, or attending any other events sponsored by the school or in which the school is involved or participates.