VISITORS TO THE SCHOOLS

Parents and legal guardians are encouraged to visit schools to take an active interest in issues affecting Sweetwater County School District Number One and their student’s achievement.

To ensure the safety of students and staff and minimize interruption of the instruction program, the District requests that parents and legal guardians follow the procedures stated in this Policy. The Superintendent or designee may establish additional procedures which facilitate visits during school days, as necessary.

Visits during school hours should be arranged with the building principal or designee. The classroom teacher should be informed of the planned day of the visit and the time to avoid any conflict with instructional planning or instructional time. In visiting classrooms, parents and legal guardians must respect that the teacher’s first responsibility is to the students and the teacher will be unable to converse at any length with the visitor. When a visit request involves a conference with a teacher(s) or the principal, an appointment should be scheduled at a mutually agreed upon time.

When entering any school building of the District, all visitors are required to present a valid state-issued photo identification, such as a driver’s license or identification card. The identification presented shall be entered into the visitor management system by school staff, which is intended to cross reference the visitor’s information with a databank of individuals throughout the nation who are required by law to register as sex offenders.

Individuals cleared by the visitor management system will be issued a visitor badge and lanyard, which must be visible and worn at all times while present in the school or school grounds. The visitor will check out at the office before leaving the building. Unauthorized persons on school property need to be reported to the principal or designee immediately.

The District requires all individuals to assist in maintaining a safe and secure school environment by behaving in an orderly manner while on school property. The principal or designee may request that any individual who is causing a disruption, including exhibiting volatile, hostile, aggressive, or offensive behavior, to immediately leave school grounds. Law enforcement personnel may also be notified to assist.

Adopted: 7/28/77
Revised: 4/23/01; 3/11/19

LEGAL REFS.: Wyo. Stat. § 6-2-320
Wyo. Stat. § 7-19-302
Wyo. Stat. § 7-19-303