

LAGUNA BEACH UNIFIED SCHOOL DISTRICT

Board Policy No. 6030: VISITORS/OBSERVERS

- A. The Governing Board encourages parents/guardians and interested members of the community to visit the schools and view the educational program. The Superintendent or Designee shall invite parents/guardians and the community to back-to-school and open house activities and other special events. The Board also encourages parents/guardians and interested members of the community to volunteer time and resources for the improvement of school facilities and school programs, including providing assistance in the classroom subject to the approval and under the direct supervision of the teacher.
- B. To ensure minimum interruption of the instructional program, the Superintendent or Designee shall establish procedures which regulate visits during the instructional day. Visits during school hours should be first arranged with the principal or designee and the teacher. If a conference is desired, then an appointment should be set with the teacher during non-instructional time. If time is volunteered for providing assistance in the classroom or to a school program or activity, acceptance of that assistance will be subject to the needs of the school/classroom, the approval of the teacher/principal and subject to the supervision and direction of the teacher or principal. Any visitation or assistance which proves to be disruptive of the classroom may be terminated.
- C. To ensure the safety of students and staff and avoid potential disruptions, the Board requires all visitors to register immediately upon entering any school building or grounds when school is in session with the principal or other school office employee. For purposes of school safety and security, the principal or designee may designate a visible means of identification for visitors while on school premises.
- D. No electronic device for listening, recording or photographing may be used in the classroom without the teacher and the principal's permission.

Date Policy Adopted By The Board: May 24, 2011