

Marion County Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in April	Visitors' Code of Conduct	1.501	7/8/24
		Rescinds:	Issued:
		1.501	8/8/22

Except at school programs, athletic events, open house and similar public events, all visitors must report to the school office when entering any Marion County Department of Education (MCDOE) school and sign a logbook. Passes shall be issued to all persons other than students and employees of MCDOE after submitting approved forms of identification and receiving approval from the school's security monitoring service. The Principal or his/her designee shall exercise discretion in determining the areas of the school that persons are permitted to visit.

To maintain the conditions and atmosphere suitable for learning, no other person shall enter onto the grounds or into the school buildings during the hours of student instruction except students assigned to that school, MCDOE staff members parents of students assigned to the school, and other persons approved by the principal.

Individuals who come onto school premises are expected to behave respectfully and lawfully. Specifically, actions of school visitors that are prohibited include, but are not limited to:

- Cursing and using obscenities;
- Disrupting or threatening to disrupt school operations;
- Acting in an unsafe manner that could threaten the health or safety of others;
- Verbal or written statements or gestures indicating intent to harm an individual or property; and
- Physical attacks intended to harm an individual or damage property.

Any person improperly on the premises of a school or District-owned or leased facility or who violates this Visitors' Code of Conduct shall depart at the request of the school Principal or his/her designee or the Superintendent or his/her designee.

The Principal or his/her designee or the Superintendent or his/her designee shall contact law enforcement officials when he/she believes the situation warrants such measures.

NOTICE*

- (1) This Visitors' Code of Conduct shall be posted on the MCDOE website.
- (2) This Visitors' Code of Conduct shall be posted at each school entrance along with the telephone number of a member of the school's administration who can answer questions regarding this Visitors' Code of Conduct.

(3) Upon initial enrollment each parent/guardian of students shall be provided with a printed copy of this Visitors' Code of Conduct with the telephone number of the student's school administrator who can answer questions regarding this Visitors' Code of Conduct. Each parent/guardian shall sign the Code of Conduct, acknowledging that the parent/guardian has read and understands it.

Legal References

T.C.A. § 39-14-406

T.C.A. § 49-2-203

T.C.A. § 49-6-2008

T.C.A. § 49-6-4003

*As required by Tennessee law, this Visitors' Code of Conduct has been reviewed for its legality and constitutionality by the Board's Attorney, Marshall A. Raines, Jr. BPR #018193.