

Coffee County Schools

Visitor Code of Conduct

Visitors are permitted in the school during appropriate times including school programs, athletic events, open house, other similar public events, volunteer work, conferences, and meetings. Participants in virtual meetings are expected to follow this Visitor Code of Conduct.

All visitors shall adhere to the following expectations:

- All visitors shall report to the front office and sign in.
- Visitors are required to have a driver's license or other state-issued photo ID available.
- Authorization to visit elsewhere in the building or on the school campus will be determined by the principal/designee.
- Visitor passes/badges will be issued to persons other than students and employees of the school.

Additionally, the following behaviors will not be tolerated by any visitor under any circumstance:

- 1. Cursing and use of obscenities;**
- 2. Disrupting or threatening to disrupt school or office operations;**
- 3. Acting in an unsafe manner that could threaten the health or safety of others;**
- 4. Verbal or written statements or gestures indicating intent to harm an individual or property;**
- 5. Possession of a dangerous weapon; and**
- 6. Physical attacks intended to harm and individual or substantially damage property.**

The principal or designee may direct any visitor to leave school property when the visitor violates this Code of Conduct, disrupts school operations, interferes with the educational environment, or threatens the safety of students, staff, or others.

Any visitor directed to leave school property must leave immediately. Failure to comply may result in law enforcement assistance and enforcement of applicable trespass laws.

The Director of Schools, principal, or designee may issue written restrictions on future access to school property when warranted by violations of this Code.

For questions regarding the Visitor Code of Conduct, please contact:

Lisa Parsley

Principal Name

931-570-2652

School Phone Number