

FILE: KM

VISITORS TO THE SCHOOLS

The Jefferson Davis Parish School Board welcomes and encourages parents and other school patrons to visit the schools at appropriate times; in fact, special programs and visiting days may be planned throughout each school year to provide opportunity for such visits.

Principals shall be responsible for establishing procedures that ensure the proper protection of instructional time and the welfare of the students and employees. In accordance with state law, no person is allowed on school grounds or in school buildings or facilities without authorization from the appropriate school official. Therefore, all visitors shall report to the principal's office immediately upon coming onto school grounds for their visit. Office personnel, principal, counselor, etc., shall be made aware of the purpose of the visit. If at all possible, all visits should be pre-arranged. Principals are authorized to take the necessary steps in dealing with unauthorized visitors.

The School Board, in accordance with state law, shall authorize principals, school administrators, or school security guards to search the person, and any item in the possession of a person who is not a student enrolled in school, or any school employee, while in or on any school property. The search may be conducted at random with a metal detector, or physically when there is reasonable suspicion that such person has any weapons, illegal drugs, alcohol, stolen goods, or other materials which violate School Board policy.

The Jefferson Davis Parish School Board, due to student security concerns, as well as potential complications involving a student's *Personally Identifiable Information* (La. Rev. Stat. Ann. §[17:3914](#)) and provisions of the *Family Educational Rights and Privacy Act* (FERPA), shall not permit any service providers who have not entered into a contract or agreed to a *Memorandum of Understanding* with the School Board to enter any school or school grounds to conduct student services.

Revised: December, 1991

Revised: October, 1994

Revised: February 16, 2017

Ref: La. Rev. Stat. Ann. §§[17:416.6](#), [17:416.10](#), [17:3914](#)

Board minutes, [2-16-17](#)

Jefferson Davis Parish School Board