

# CHESTER COUNTY INTERMEDIATE UNIT 24

SECTION: COMMUNITY  
TITLE: INTERMEDIATE UNIT VISITORS  
ADOPTED: JULY 8, 2020  
REVISED:

## 907. INTERMEDIATE UNIT VISITORS

Policy Section	Policy Description
1. Authority	<p>The Board welcomes and encourages visits to the Intermediate Unit’s various schools, programs and classes by parents/guardians, prospective students, representative of the news media, and interested educators. To ensure order in the Intermediate Unit and its programs, it is necessary for the Board to establish policy governing visitors.</p>
2. Delegation of Responsibility	<p>The Executive Director or designee is responsible for implementing a visitor management system at all intermediate unit school buildings, offices and facilities in order to control access to all schools; thus providing enhanced protection for our students and staff.</p> <p>The building administrator and/or program supervisor has the authority to prohibit the entry of any individual to an Intermediate Unit building or program, in accordance with Board guidelines.</p>
3. Guidelines	<p>Persons wishing to visit an Intermediate Unit program or class shall receive prior permission from the program supervisor or building administrator. Visitors shall be required to present official identification such as a driver’s license in order to enter intermediate unit schools while students are present. Visitors may be screened using visitor management software prior to entering intermediate unit schools and facilities. Based on the results of the screening, visitors may be denied entrance to the school and required to leave intermediate unit grounds immediately.</p> <p>Visitors to Intermediate Unit programs housed in member school district buildings shall be governed by the practices required in those buildings.</p> <p>Visitors to Intermediate Unit-operated buildings must report to the building office before visiting any class, program, student or staff member. Visitors to Intermediate Unit programs or classes that do not have offices must report to the administrator or other staff member in charge of the program or class before visiting any program, class, student or staff member.</p> <p>Safety of the students is of paramount importance in granting permission to visit.</p>

<p>References:</p>	<p>Smooth continuity of the educational program is second highest priority.</p> <p>If a visitor(s) behaves in a manner that disrupts the educational program or the normal conduct of Intermediate Unit operations, whether or not it involves a student(s), the building administrator, program supervisor, or designee may remove or have removed from the premises the individual(s) causing the disruption.</p> <p>Visitors are guests of the school, program or class and do not have a right to be in the school, program or class without authorization.</p> <p>Visitors who are not parents/guardians or immediate family members of a student may not take photographs of a student while participating in an intermediate unit program.</p> <p>School Code – 24 P.S. Sec. 964</p>
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