

Regulation 1250: Visitors/Outsiders

Status: ADOPTED

Original Adopted Date: 06/01/1996 | **Last Revised Date:**
07/01/2010 | **Last Reviewed Date:** 07/01/2010

The Superintendent or designee shall post at every entrance to each school and school grounds a notice describing registration requirements, school hours or hours during which registration is required, the registration location, the route to take to that location, and the penalties for violation of registration requirements. (Education Code 32211; Penal Code 627.6)

Unless otherwise directed by the principal or designee, a staff member shall accompany visitors/outsideers while they are on school grounds.

Outsider Registration

Outsiders shall register upon entering school premises during school hours. Any person other than the following is considered an outsider: (Evidence Code 1070; Penal Code 627.1, 627.2)

1. A student of the school, unless currently under suspension
2. A parent/guardian of a student of the school
3. A Governing Board member or district employee
4. A public employee whose employment requires being on school grounds, or any person who is on school grounds at the school's request
5. A representative of a school employee organization who is engaged in activities related to the representation of school employees
6. An elected public official
7. A publisher, editor, reporter, or other person connected with or employed by a newspaper, magazine, other periodical publication, press association or wire service, radio station, or television station

Registration Procedure

In order to register, an outsider shall, upon request, furnish the principal or designee with the following information: (Penal Code 627.3)

1. His/her name, address, and occupation
2. His/her age, if less than 21

3. His/her purpose for entering school grounds
4. Proof of identity
5. Other information consistent with the provisions of law

Principal's Registration Authority

The principal or designee may refuse to register any outsider if he/she reasonably concludes that the individual's presence or acts would disrupt the school, students, or employees; would result in damage to property; or would result in the distribution or use of a controlled substance. The principal or designee or school security officer may revoke any outsider's registration if he/she has a reasonable basis for concluding that the individual's presence on school grounds would interfere or is interfering with the peaceful conduct of school activities or would disrupt or is disrupting the school, students, or staff. (Penal Code 627.4)

When an outsider fails to register, or when the principal or designee denies or revokes an outsider's registration privileges, the principal or designee may request that the individual promptly leave school grounds.

When an outsider is directed to leave, the principal or designee shall inform him/her that if he/she reenters the school within seven days he/she may be guilty of a misdemeanor subject to a fine and/or imprisonment. (Penal Code 627.7)

Appeal Procedure

Any person who is denied registration or whose registration is revoked may appeal to the Superintendent or principal by submitting, within five days after the person's departure from school, a written request for a hearing. This request must state why he/she believes the denial or revocation was improper and must provide an address to which the hearing notice may be sent.

Upon receipt of the request for a hearing, the Superintendent or principal shall promptly mail a notice of the hearing to the person requesting it. A hearing before the Superintendent or principal shall be held within seven days after receipt of the request. (Penal Code 627.5)

State	Description
Ed. Code 32210	<u>Willful disturbance of public school or meeting</u>
Ed. Code 32211	<u>Threatened disruption or interference with classes</u>
Ed. Code 32212	<u>Classroom interruptions</u>
Ed. Code 35160	<u>Authority of governing boards</u>
Ed. Code 35292	<u>Visits to schools (Board members)</u>
Ed. Code 49091.10	<u>Parental right to inspect instructional materials and observe school activities</u>
Ed. Code 51101	<u>Parents Rights Act of 2002</u>
Ed. Code 51512	<u>Prohibited use of electronic listening or recording device</u>
Evid. Code 1070	<u>Refusal to disclose news source</u>
Lab. Code 230.8	<u>Discharge or discrimination for taking time off to participate in child's educational activities</u>
Pen. Code 290	<u>Sex offenders</u>

Pen. Code 626-626.11

Pen. Code 626.81

Pen. Code 627-627.10

Pen. Code 627.1

Pen. Code 627.2

Pen. Code 627.7

Management Resources

Attorney General Opinion

Court Decision

Website

Weapons on school grounds and other school crimes

Misdemeanor for registered sex offender to come onto school grounds

Access to school premises

Definitions

Necessity of registration by outsider

Misdemeanors; punishment

Description

95 Ops.Cal.Atty.Gen. 509 (1996)

Reeves v. Rocklin Unified School District (2003) 109 Cal.App.4th 652

CSBA District and County Office of Education Legal Services

Code

1100

1112

1240

1240

1312.1

1312.1

1312.2

1312.2

1312.2-E(1)

1312.3

1312.3

1312.3-E(1)

1312.3-E(2)

1312.4

1312.4-E(1)

1312.4-E(2)

1313

1700

3513.3

3513.3

3513.4

3515

3515

3515.2

3515.2

3515.3

3515.3

3515.31

3515.5

3515.5

5020

5020

5142

5142

6020

6020

6116

Description

Communication With The Public

Media Relations

Volunteer Assistance

Volunteer Assistance

Complaints Concerning District Employees

Complaints Concerning District Employees

Complaints Concerning Instructional Materials

Complaints Concerning Instructional Materials

Complaints Concerning Instructional Materials

Uniform Complaint Procedures

Uniform Complaint Procedures

Uniform Complaint Procedures

Uniform Complaint Procedures

Williams Uniform Complaint Procedures

Williams Uniform Complaint Procedures

Williams Uniform Complaint Procedures

Civility

Relations Between Private Industry And The Schools

Tobacco-Free Schools

Tobacco-Free Schools

Drug And Alcohol Free Schools

Campus Security

Campus Security

Disruptions

Disruptions

District Police/Security Department

District Police/Security Department

School Resource Officers

Sex Offender Notification

Sex Offender Notification

Parent Rights And Responsibilities

Parent Rights And Responsibilities

Safety

Safety

Parent Involvement

Parent Involvement

Classroom Interruptions