

Sparta Area School District

Article 609 – Presence and Conduct of Persons on School Premises

School boards have specific authority under state statute to adopt rules applicable to persons who enter or remain in a building operated by the school board. The purpose of establishing these rules is to maintain an orderly school environment and to protect school property.

Facilities owned by the Sparta Area School District are used frequently by the public for purposes not related to classroom instruction. It is important for the District to maintain rules governing the conduct of visitors, in addition to students, parents of students and District employees.

Presence of Persons During School Hours

No person who is not a student or a district employee may be present within any school building or remain upon any school grounds while school is in session without first having reported their presence in the school office and secured authorization from the principal or his/her designee. All school employees have the authority to question persons concerning their presence in the school and to direct them to the office or an exit if their presence is not authorized.

For the purposes of board policy, “school hours” shall mean 7:00 AM to 4:00 PM on any day in which school is in session.

No person other than students, teachers or other district employees may be present in any classroom of any school while a class is in session unless such person has been authorized to be there by the school board, district administrator, building principal, or other professional employee of the District with authority from the principal to authorize such presence.

Presence of Persons During Non-School Hours

Only district employees are permitted to be in school buildings during non-school hours unless he/she has received authorization from a building principal or his/her designee or is covered by a general authorization given to a particular classification of individuals by the principal or district administrator. This authorization is typically limited to specific areas of a building and may include:

1. Authorization granted through an approved facility use request.
2. Attendance at a school-sponsored event by virtue of the fact that the event is open to the public
3. Authorization by building administration to conduct official or personal business within the building, or a designated portion thereof, for a given period of time on the day designated within the scope of the permission.

Persons may be on school grounds during non-school hours as long as their activities while on school grounds do not present a threat to students or staff or adversely affect the protection of school property from damage, mis-use or vandalism.

The District does not accept liability for accidents or injuries sustained by persons coming on to school property during non-school hours for other than school related purposes.

No student who is under suspension, expulsion or other discipline excluding him/her from attending school within the district may be present within any school building or upon any school grounds without first having secured authorization from the principal or his/her designee.

Persons whose conduct is detrimental to the educational process, disruptive of an school sponsored event, deemed by administration to be offensive or harassing in nature, in violation of statute or local ordinance, or is threatening to the health or safety of any other individual may be expelled from the building site.

School and public safety officials, as well as event staff, have the authority to expel persons from District facilities and District property for violating these rules and/or the facility use agreement.

Persons entering or remaining in a building in violation of the board rules are subject to fines of not more than \$1000 as provided by statute. Persons violating board rules under circumstances tending to create or provoke a breach of the peace may be fined not more than \$10,000 or imprisoned for not more than 90 days or both.

Sex Offenders

Registered sex offenders are prohibited from visiting school premises without first obtaining the permission of the District Administrator or the appropriate building principal. A request to visit must be made in writing and include the specific date, time, and place of the visit, and of his or her status as a registered sex offender. The request must be made at least three business days in advance. Permission or denial will be made in writing no later than 24 hours before the time of the requested visit. The decision to grant or deny access will be based upon the ability of the District to supervise the visit and ensure the well-being of students.

Exceptions to this requirement include the individual's presence on school premises to attend a non-school sponsored activity, including polling sites. A registered sex offender who is a parent/guardian of a child enrolled at the school site is only required to notify the District Administrator or appropriate building principal annually at the beginning of each school year, when the child is enrolled in the school, or when the parent/guardian is first registered as a sex offender, whichever occurs first.

A registered sex offender who is a student enrolled at the school is not required to notify the District Administrator or the appropriate building principal before each visit so long as the Monroe County Human Services or other person supervising the student agrees to work with school officials to ensure the safety of the other students.

Legal Reference: Wisconsin Statutes 120.13(35); 120.12(20); 125.09(2);
943.13; 943.14; 947.01; 947.013; 948.605; and 948.61
2013 Wisconsin Act 88

Cross Reference:

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