Expectations for School Visitors

Effective Date: August 4, 2023

Policy Statement and Purpose

The District of Columbia Public Schools (DCPS) envisions a world where every student feels loved, challenged, and prepared to positively influence society and thrive in life. Our mission is to ensure that all schools guarantee students reach their full potential through rigorous and joyful learning experiences provided in a nurturing environment. DCPS is proud to prioritize building relationships with families, community members, and strategic partners to accelerate achievement for all DCPS students. As we strive to become a district of both excellence and equity—and a place where every family feels welcome, and every child is given the opportunities and support they need to thrive.

In support of this mission, DCPS works to promote safe and positive school environments for all students and staff. The purpose of this document is to establish conduct expectations for all parents, guardians, volunteers, and other visitors to DCPS schools. These expectations apply to all individuals while on school property and at DCPS events.

Authority and Related Policies

- x DC Code § 38-174(c)(3)
- x [School Visitor Policy](#)
- x [School Barring Notice Procedures](#)

General Principles

DCPS expects parents/guardians and visitors to understand and commit to the following:

> x ved   by the school, there are multiple procedures for filing and resolving complaints. (See Dispute Resolution section below.)

School staff and administration may not always be immediately available to speak with a parent/guardians. Scheduling an appointment in advance is the only way to ensure that a staff member or administrator is available. DCPS staff are expected to return all phone calls and e-mails.

- x Violating traffic laws, parking regulations, or other vehicle restrictions while on school property
- x Disrupting school transportation or confronting transportation staff on the bus, the road, in neighborhoods, or on school grounds
- x Possessing, consuming, selling, distributing, exchanging, or being under the influence of alcohol or controlled substances on school property or at school functions
- x Using tobacco on school property or at school functions
- x Possessing or using weapons in or on school property or at any school function, except in the case of law enforcement officers
- x Refusing to comply with any reasonable request of identifiable DCPS staff performing their duties
- x Violating any federal or state law or policy while on school property or while at a school function
- x Willfully inciting others to commit any of the prohibited acts listed above

Consequences

Depending upon the severity of the incident, parents/guardians or visitors may be asked to leave the school grounds immediately. Schools may also seek to bar individuals from DCPS campuses and events through process outlined in the School Barring Notice Procedures.

In addition, under the School Visitor Policy, schools can request to temporarily restrict building access for all visitors to a building after a serious incident that compromises the safety and security of students and staff or disrupts school instruction, operation, or activities.

Dispute Resolution Options

The **Office of Integrity (OI)** is a one-stop shop available to support the effective and timely resolution of parent/guardian, visitor, and student complaints, grievances to better serve DCPS students and families. To contact and learn more about the Office of Integrity:

- x Visit https://dcps.dc.gov/page/office-integrity (where you can also submit an Online Referral Form),
- x Email dcps.cio@k12.dc.gov, or
- x Call (202) 939-4913.

The **Comprehensive Alternative Resolution & Equity (CARE) Team** is responsible for receiving and investigating claims of discrimination, sexual harassment, bullying, or any unfair treatment a student, parent/guardian, or visitor encounters at a DCPS school. The CARE team collaborates with school staff to resolve issues in a timely, equitable, and comprehensive manner. To contact and learn more about the CARE Team:

- x Visit https://dcps.dc.gov/page/studentparentvisitor-grievance-process (where you can also submit an Online Referral Form),
- x Email dcps.care@k12.dc.gov
- x Call (202) 442-5405.

Acknowledges   (h)20

Acknowledgement Form
School Visitor Expectations

I acknowledge that I received a copy of the DCPS Expectations for School Visitors.

My relationship to DCPS is (please select all that apply)
        Parent/Guardian
        Volunteer
        Other Visitor

Date: _____

Name (Printed):_____

Signature_____