LEVITTOWN UNION FREE SCHOOL DISTRICT Policy 3210

VISITORS TO THE SCHOOL

All visitors shall be required to enter the building through the security vestibule and be required to present proper identification. Visitors are required to have an appointment or some other legitimate reason to request entry to a school/district facility. Visitors are required to display visitor identification provided by school security at all times and return said identification prior to exiting the building. Visitations to classrooms for any purpose require permission in advance from the Building Principal in order to allow teachers the opportunity to arrange their schedules to accommodate such requests.

A "visitor" is considered anyone entering a district building who is not a Board of Education member, Board of Education appointed volunteer, a Board of Education appointed employee or an actively enrolled student.

When individual members of the Board of Education or members of Parent-Teacher Associations (PTAs) visit the schools, they must abide by the regulations and procedures developed by the administration regarding school visits.

The Superintendent of Schools will develop administrative regulations related to visitor protocols.

Education Law Section 2801
Penal Law Sections 140.10 and 240.35

Re-Adopted: July 2, 2025

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