

**FRESNO COUNTY SUPERINTENDENT OF SCHOOLS****Community Relations  
VISITORS/OUTSIDERS**

The County Superintendent welcomes members of the community and other interested persons to visit the schools. The County Superintendent or designee shall post at every entrance to each school and school grounds a notice setting forth visitor registration requirements and other information required by law. (Education Code 32211; Penal Code 627.6.)

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

As used in this regulation, school, school site, or school grounds shall mean each site that is owned by the County Board or leased by the County Superintendent and on which the County Superintendent operates instructional or other programs for students. These terms shall not include any site owned or leased by a school district or other public agency where the County Superintendent operates instructional or other programs.

**Registration Procedure**

In order to register, a visitor shall, upon request, furnish the site administrator or designee with the following information (Penal Code 627.3):

1. Name, address, occupation.
2. Age, if less than 21.
3. Purpose for entering school grounds.
4. Proof of identity.
5. Other information consistent with the provisions of law.

The site administrator or designee may refuse to register any visitor if he/she reasonably concludes that the visitor's presence or acts would disrupt the school, students, or employees; would result in damage to property; or would result in a distribution or use of a controlled substance. The site administrator or designee or school security officer may revoke a visitor's registration if he/she has a reasonable basis for concluding that the visitor'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.)

The site administrator or designee may request a visitor who has failed to register, or whose registration privileges have been denied or revoked, to promptly leave school grounds. When a visitor is directed to leave, the site administrator or designee shall inform the visitor that if he/she reenters the school within seven days, he/she will be guilty of a misdemeanor and subject to a fine and/or imprisonment. (Penal Code 627.7.)

**FRESNO COUNTY SUPERINTENDENT OF SCHOOLS****Appeal Procedure**

Any person who is denied registration or whose registration is revoked may appeal to the County Superintendent or designee by submitting, within five days after the person's departure from the school site, 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 County Superintendent or designee shall promptly mail a notice of the hearing to the person requesting it. A hearing before the County Superintendent or designee shall be held within seven days after receipt of the request. (Penal Code 627.5.)

Adopted: 03/18/2010

Amended: 03/17/2011, 10/18/2018, 11/20/2025

1250, 12/2024; Doc# 4859-1091-7526, v. 3