

BURRIS LABORATORY SCHOOL REGISTERED SEX OFFENDER SCHOOL ACCESS POLICY

Purpose of Policy

Burris Laboratory School (“Burris”) declares that the sole purpose of the Burris Laboratory School Registered Sex Offender School Access Policy (“Policy”) is for the compelling purpose of protection and safety of Burris pupils and visitors. Further, Burris declares that punishment of any Registered Sex Offender (“RSO”), as defined under the Indiana Sex Offender Registration Act [IC 11-8-8-4.5 and IC 11-8-8-5], was in no manner part of the consideration by Burris in adopting this Policy.

School Off Limits

Burris declares that no RSO may come on Burris property except as otherwise provided in this Policy and as permissible by State and Federal Law. If an administrator becomes aware that a RSO is on Burris property, or attending a Burris function without prior approval, the administrator/designee shall direct the RSO to leave the area immediately, except under limited circumstances as directed below. The administrator may request the assistance of the appropriate law enforcement authorities to secure the removal of any RSO from the Burris property or function. Violations of this Policy may subject a person to prosecution of the crime of criminal trespass.

- The Policy shall apply only when the principal/designees are aware that the person in question is on a Sex Offender Registry, either under the laws of the state of Indiana or another state.
- The provisions of this Policy prohibiting a RSO from coming on Burris property shall not apply in the event that a sex offender’s name has been expunged from the Sex Offender Registry.

Limited Circumstances

Limited circumstances may occur when a RSO has either a right or a legitimate need to come upon Burris property. In such a case, prior to entering Burris property, the RSO must contact a member of the Burris Administration to establish a written School Access/Child Protection Plan (“SACPP”). The SACPP will be established by discussion with a school administrator(s). The SACPP will address access to the school, school properties, and school functions during regular school hours, after school, evenings, and weekends. The SACPP and approval will be in writing with signatures of the involved parties. Only after there is an approved written SACPP may the RSO enter school property and only within the restrictions of the SACPP.

Registered Sex Offender (“RSO”) School Access Request

To be completed by the RSO requesting limited circumstance visitation to Burriss Laboratory School and activities related to the school and returned to Principal, Burriss Laboratory School, 2201 W. University Ave., Muncie, Indiana 47306.

Date of this request: _____

Name: _____

Date of Birth: _____

Address: _____

Phone Number: _____

Have you lived in another state? Y/N If yes, provide the state and dates of
residency: _____

Name of child(ren) with whom you are involved and your relationship:

Date & Time of Access requested: _____

Description of Activity/Activities requested: _____

Arresting Law Enforcement Agency: _____

Date of conviction: _____

Court of conviction: _____

Charge(s): _____

Are you on parole? Y/N Notification? Y/N If on parole, indicate number of
years or life you are on parole: _____

Parole Officer Name: _____

Phone Number of Parole Officer: _____

Please submit the name of a person held in high regard in the community who will serve
as a reference for you: _____

Phone Number of Reference: _____

Your signature below completes this request and indicates approval for a designee of Burris Laboratory School to receive any documents in your criminal record and to speak with any of the above named individuals in your school access request or any other individual who may have information pertinent to this request, as deemed necessary in the sole discretion of said designee.

Signature: _____

Printed Name: _____

Date: _____

Burriss Laboratory School
School Access/Child Protection Plan (“SACPP”)
Response to Request for Admission to School Properties

Burriss Laboratory School prohibits registered sex offenders from being in the school or on school property except in limited circumstances or in emergency situations unless prior written approval is given under the Burriss Laboratory School Access/Child Protection Plan. The Burriss administrative team will review this request with input from necessary law enforcement as necessary. You will be notified in writing of the decision.

To:

Name: _____ Date: _____

Address: _____

After a review of your request for limited access to school properties it has been determined that the request should be:

Not Approved

Approved with the following conditions:

A school official will be assigned to observe and/or accompany the individual named during the time of visit.

Your signature below confirms you understand, consent, and agree that visitation approval may be revoked or suspended by school authorities at any time, as deemed necessary in the sole discretion of said school authorities.

RSO Signature: _____
Date: _____

School Official Signature: _____
School Official Title: _____
Date: _____