

### **Appeal Process for Banned Visitors**

Any individual ordered to leave the school building, school grounds, or other district property pursuant to Board Policy K-, School Visitors, and state law, shall have the right to a hearing concerning this action.

The procedure for appeals shall be as follows:

1. Any person removed from the school grounds, a school building or other district property shall be given written notice of his right to appeal by the administrator.
2. The person so banned may, within 7 days, make a written request to the school superintendent or superintendent's designee for removal of the ban.
3. The superintendent or superintendent's designee may choose to remove the ban and, if so, will do so in a written letter, which will be sent to the banned individual. A copy will be sent to all administrators and security personnel of the district.
4. If the superintendent denies removal of the ban, the affected individual may then appeal to the Millwood Board of Education. If the Board approves removal of the ban, it shall direct the superintendent to report the action in a letter to all district administrators and security personnel.
5. If the Board denies the appeal, a letter so stating the action shall be sent to the individual, all administrators and security personnel. Such ban will exist up to six months, with time to be designated in the letter. The time of the ban may be extended subject to additional violation of state statute by the named individual.

Any person who fails to leave the school as directed or returns within the six months without permission of the superintendent or designee shall be guilty of a misdemeanor according to 21 O.S., Section 1376.

Reference: 70 O.S. 1376