

# Walker Mill Middle School

800 Karen Blvd.  
Capitol Heights, MD 20743  
301-808-4055  
Mr. G. Brown, Principal

## AGREEMENT AND GUIDELINES FOR GUEST SPEAKERS

In order to maintain a clear focus on our core business – teaching and learning, the environment of schools and classrooms should be maintained and care must be exercised to respect the diverse views and values of all students. The speaker and the school representative agree to the following terms and conditions for speaking to students.

### WMMS

- I. A legitimate and reasonable connection between the adopted curriculum and the guest's presentation must be documented on the Request for Approval of Guest Speakers. In addition, the presentation must be appropriate to the age and maturity level of the student audience.
- II. With the exception of school-sponsored fund-raising events, promotion of a business, distribution of culture, or ethnicity may be presented, proselytizing is not permitted.
- III. Information presented must be accurate and factual.
- IV. Appropriate attire, language, and behavior are required.
- V. School officials have the right and the responsibility to interrupt the presentation with a warning and/or to stop the presentation for any violation of this agreement.
- VI. Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read these guidelines and agree to abide by them:

\_\_\_\_\_  
Guest Speaker's Signature

\_\_\_\_\_  
School Representative's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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## REQUEST FOR APPROVAL OF GUEST SPEAKER

The teacher requesting participation of a guest speaker must complete this form and the Agreement and Guidelines for Guest Speaker form and submit both to the principal at least five days prior to the visit by the guest speaker.

**Teacher:** \_\_\_\_\_ **Date of Request:** \_\_\_\_\_

**Class(es):** \_\_\_\_\_

**Grade(s):** \_\_\_\_\_ **Period(s):** \_\_\_\_\_

**Scheduled Date for Speaker** \_\_\_\_\_

**Names of Speaker(s):** \_\_\_\_\_

\_\_\_\_\_

**Speaker's affiliate organization represented (where applicable):** \_\_\_\_\_

\_\_\_\_\_

**Speaker Topic:** \_\_\_\_\_

\_\_\_\_\_

**Speaker bio and/or Qualifications to address this topic:** \_\_\_\_\_

\_\_\_\_\_

**How does this topic specifically support your curriculum?:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_