

Campus Access Policy

Purpose

The following outlines the general principles and guidelines to access Endeavor Hall. While the school building remains open and welcoming to visitors, particularly to parents, school facilities must be kept safe from intrusion or disruption.

Check-In and Check-Out Procedures

1. Endeavor Hall will maintain check-in and check-out procedures for **every** visitor to the school campus. Procedures shall be uncomplicated, applied consistently, and visibly posted so visitors can comply easily.
2. During school hours, every visitor to the school campus, including parents shall be required to check-in and check-out through the office.
3. It is against this policy for visitors or parents to go directly to classrooms before, during, or after school without checking in with the office first. There are no exceptions to this rule.

Classroom Visitors

1. Pursuant to State law, parents and legal guardians may visit classes to observe their student(s) on a limited basis. Parents and legal guardians should recognize that frequent observations may distract from classroom instruction, and that the school must consider the privacy rights of other students in the class. Therefore, observations/visits shall only be allowed by appointment and preferably with an administrator present.
2. At the specific request of parents or legal guardians, or as part of an independent education evaluation, administration may grant permission to therapists or others providing medical or mental health services to a student, to observe the student in the school setting. However, in the interest of privacy for all students, such observations shall be strictly limited. An in-school observation shall be for data gathering purposes only and shall be reasonably short in duration. Furthermore, therapists or medical service providers shall be supervised by school staff, shall refrain from making observations of other students, shall refrain from giving directions to educators, and refrain from providing counseling or other services at school during the school day
3. Teachers are encouraged to use classroom volunteers where volunteers can support instruction. All volunteers shall submit a background check clearance to administration before access is given to classrooms.

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Safe and Orderly Learning Environment

When disruptive or unlawful acts threaten safety and order, administrators shall take necessary steps and reasonable measures to discharge their duty including calling upon local law enforcement agencies to assist as circumstances warrant. (53G-8-603. Criminal Trespass on School Property)