

Da Vinci RISE High Campus Supervision and Visitors Policy

Campus Supervision

Students shall be supervised at all times while on campus during the school day and during extracurricular school sponsored activities.

The Principal or designee shall be responsible for ensuring all staff members are assigned to supervising students during classroom activities, breaks, and meal periods. RISE High Staff, including teachers and administrative staff, are responsible for supervising students during school hours and at school sponsored events, and shall be responsible for being aware of individuals whose presence on school premises is not justified or authorized. Staff as assigned and directed by the Principal or designee shall provide supervision during breaks and meal periods, including supervision of areas where students gather.

RISE High Learning Sites will be open from 8:30 a.m. to 4:30 p.m. Monday through Friday with opportunities for after-school programming provided by co-location partners and varying by Learning Site. Staff shall provide for supervision at all times while school facilities are open as well as all times in which students are present for school sponsored activities and programs such as after-school programs, tutoring, summer programs, and extracurricular activities.

Once dropped-off at or upon arrival to campus, students shall report to office hours or breakfast and may check-in with their Advocate Counselor or Case Manager. Students who are not picked-up or otherwise authorized to leave campus on their own at the end of the school day shall report to the after-school program.

Visitors

All visitors to campus, including alumni, parents, guardians and family members, must have an ID present. Visitors shall sign in with security and/or the office manager and will be provide with a visitor badge. Visitors shall wear the visitor badge at all times while on campus and shall sign out with, and return the visitor badge to, security and/or the office manager when leaving the campus.

Visitors shall be respectful of the school facilities, teachers, staff, and students. Visitors shall comply with any direction given to them by teachers or administrative staff.

If an unauthorized visitor comes to campus, the Principal shall be notified. Staff may notify law enforcement and/or emergency medical personnel if an emergency warrants such action.

Board Approved: July 31, 2018