

CAS POLICY FOR
CLASSROOM VISIATION POLICY
JULY 2022

PURPOSE: This is the policy of the CAS Governing Board to encourage parents and other interested citizens to visit schools and classrooms as long as such visits do not disrupt school operations or interfere with the educational process. Parents, citizens, and members of the CAS governing board shall have reasonable access to observe classes, activities and functions at the schools upon advance notice to, and authorization by, the building Principal or Lead teacher.

POLICY: In order to ensure that no unauthorized persons enter buildings and that the educational process or other school operations are not disrupted, all visitors to the schools shall report to the school office when entering and must receive authorization and a visitor's badge before visiting other parts of the building. Visitors must sign in and sign out when they leave the school. This requirement does not apply when visitors are attending a school programs in areas typically used for large group assemblies such as the cafeteria or conference room, or when parents are attending activities clearly for the purpose of parent involvement such as an open house or parent-teacher conferences.

Visitors whose purpose is to influence or solicit students shall not be permitted on the school grounds unless the Principal or Lead teacher has determined that the visit furthers the educational program of the CAS District or the career or educational aspirations of the student.

To promote the general health, welfare, and well-being of all who enter school property, and pursuant to state law, smoking, chewing, or any use of tobacco products by staff, students, or visitors is prohibited on all school property.

No visitor shall carry or possess a weapon, explosive device, knife or any other dangerous or illegal instrument on CAS District-owned premises unless he/she is a peace officer or has obtained specific authorization from the Superintendent. Persons violating the criminal law by using, selling, or distributing any controlled substance on school grounds, on school vans transporting students, or within 1,000 feet of the perimeter of the school grounds, shall be subject to enhanced criminal penalties.

CAS District prohibits all registered sex offenders from property owned by the CAS School District, as well as any property that is immediately adjacent to property owned by the CAS District, and from attending any CAS District sponsored activity or event.

CAS employees, vendors, and contractors visiting a school site must wear their employee badge at all times and register with the office when arriving.

Unauthorized persons shall not loiter on school property at any time. All CAS districts employees are expected to help enforce the loitering rule and state law that prohibits loitering and interfering with normal school activities by informing the administration of suspected loitering. Law enforcement shall be called if persons violating this policy refuse to comply.

VISITS, TOURS AND OBSERVATIONS OF ENROLLED PUPILS AND PARENTS WHO WISH TO ENROLL THEIR CHILDREN IN THE CHARTER SCHOOL: Parents are encouraged to visit the schools and must follow the rules. All visitors to any CAS school must report to the school office upon arrival.

VISITING CLASSROOMS:

For those who wish to visit a classroom during the school day, it is required that the teacher and the Principal be contacted in advance to arrange a day and time for such visit so as to avoid any conflicts with the school schedule.

NORMS OF CONDUCT:

In visiting a classroom, parents must realize that the teacher's first responsibility is to the class as a whole, and the teacher will be unable to converse at any length with the visitor. If a conference is desired, arrangements will be made by the teacher for an appointment with the parent either before or after school hours.

OUTSIDE SERVICE PROVIDERS:

Except for services provided for a defined, limited duration and approved in the sole discretion of the Principal, schools will not make facilities available for an outside service provider who has not been contracted by the CAS District to provide services to students at school. For purposes of this regulation, "outside service provider" includes, but is not limited to, private tutors, evaluators, behavioral health counselors, clinical social workers, psychologists, or other mental or medical professionals, (whether licensed or not).

During the school day, a student with an Individual Education Program (IEP) receives disability related services from certified special education teachers, and/or other CAS service providers, according to their IEP goals. For exceptional education students in areas outside of their IEP goals, and general education students, outside providers under contract with the district, holding a Memorandum of Understanding or an Inter-Governmental Agreement with CAS may provide school-based services in collaboration with the school.

Parents may remove their children from school to receive outside services off campus. However, parents are encouraged to schedule such outside services at a time that does not conflict with the student's school day.

CONSEQUENCES FOR FAILURE TO FOLLOW THESE BOARD POLICIES:

Anyone who is not a student or staff member of the CAS District schools, and is in violation of any CAS Policy, may be asked to leave the property of the District. Failure to comply with the lawful directions of District officials or of District security officers, and failure to identify oneself to such officials or officers when lawfully requested to do so, will be against District regulations. Failure to obey such instructions may subject the person to criminal proceedings applicable under law.

POSTED: This policy will be posted on our website as required by law.

Presented and adopted by the CAS School Board of Directors this 15th day of August 2022.

President of CAS Board:

Secretary of CAS Board:

Davis L. Tolbert

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