

PATAULA CHARTER ACADEMY/SPRING CREEK CHARTER ACADEMY SCHOOL VISITOR AND VOLUNTEER POLICY

PCA/SCCA students, teachers and school administration have the right to expect that the school environment will be safe and free from unnecessary distractions from learning. While parents/guardians are encouraged to visit and/or volunteer PCA/SCCA, when possible, visits should be scheduled in advance. Visitors/Volunteers should check in with front office personnel upon entering the school and obtain a visitors badge. The purpose of visiting the school may include observing or volunteering in classrooms, extracurricular activities, student assemblies, and lunchroom operations. Scheduled visits shall not interfere with the instructional or non-instructional operations or the safe environment of the school.

All school volunteers, including field work chaperones, must complete Mandated Reporter Training and FERPA Privacy Training. The information for these training can be found on the school website, or you may request information in the front office. Documentation of the training should be submitted to the front office to be kept on file.

Any problems or concerns of visitors shall be discussed initially only with the Principal. Visitors shall be encouraged to refrain from reporting evaluations of personnel or operating procedures except to the Principal.

O.C.G.A. § 20-2-1181 prohibits conduct which disrupts a school. O.C.G.A. § 20-2-1182 prohibits parents from upbraiding, insulting or abusing public school employees in the presence of pupils. Disruptive individuals may be immediately removed from the school grounds and restrictions may be placed on their presence on school grounds or at school related functions in the future. The School reserves the right to refer the situation to the appropriate law enforcement authorities and the student may lose priority enrollment for the following school year.

Visitors who fail to adhere to this policy, whose visit interferes with the educational process or whose actions compromise the safety of students and school administration may have their visitation privileges restricted and/or may be prosecuted to the full extent of the law.

This policy applies to all school-related activities, on and off-campus.

Adopted: 11/14/11

Amended: 7/20/20

Amended: 8/22/22