Uplift Education Campus and CMO Visitor and Visitation Policy Effective Date: July 14, 2020

## Campus and Central Management Office ("CMO") Visitation.

- <u>Visitor Sign-In/Log Requirement</u>. All visitors to a campus or CMO shall be required to sign a visitor log and wear appropriate Uplift badging indicating he or she is a visitor. Uplift staff visiting a campus or CMO are required to sign a visitor log and wear appropriate Uplift badging.
- <u>Identification</u>. All visitors to a campus or CMO, including Uplift staff who are not in the possession of his or her Uplift badge, shall be required to display and provide his or her driver's license or other form of government-issued identification containing the person's photograph, for security screening.
- <u>Authority to Ensure the Safety of Scholars and Staff</u>. At all times, campus and CMO staff have the right to refuse entry to any person who is determined to pose, or may pose, an imminent threat to scholars or staff. If a determination is made that a person poses, or may pose, an imminent threat to scholars or staff, local police shall be immediately contacted.

**Classroom Visitation**. For purposes of this section, "visitor" is defined to be any person except Uplift staff.

- <u>Visitors Not-Viewing Instruction</u>. Visitors to classrooms whose intent is not to view instruction may only be approved by the school's Academic Director ("AD") or that classroom's teacher, and shall only be approved if a determination is made that the classroom visit will not interfere with the delivery of classroom instruction or in any other way interfere with school operations or the school environment.
- <u>Visitors Viewing Instruction</u>. Visitors to classrooms whose intent is to view instruction, such as parents or guardians, may only be approved in accordance with the following procedures:
  - Classroom visitation requests are required to be made in writing to the school Academic Director ("AD") with at least three (3) business days' advance notice.
  - The decision to approve a classroom visitation shall be made by the AD, with input from the classroom teacher.
  - A classroom visitation request shall not be approved if the AD determines the requested visit may interfere with the delivery of classroom instruction or in any other way may interfere with school operations or the school environment.
  - The AD's Managing Director, the Chief of Schools, the CEO, or CEO designee, may override the AD's decision to approve or deny a classroom visitation.

## Sex Offenders – Parents or Guardians.

- <u>Parental Rights</u>. Parents and guardians who are sex offenders still retain certain legal parental rights.
- <u>Permission to be on Uplift Property</u>. Parents and guardians who are sex offenders and who

have no legitimate campus or CMO business shall not be permitted, under any circumstance, to be on any Uplift campus or CMO property. Such cases shall be considered trespass by a sex offender and campus or CMO staff shall immediately contact local police.

- <u>Escort by School Staff or Local Police</u>. Parents and guardians who are sex offenders and who have legitimate campus or CMO business shall not be allowed on campus or CMO property unless accompanied by school or CMO staff, or at the discretion of school or CMO administration, by local police. For access to a campus or CMO from a vehicle or walk-through gate, a parent or guardian who is a sex offender and has legitimate business is required to contact the campus or CMO for an escort. In an emergency situation only, a parent or guardian who is a sex offender may access a campus or CMO from a parking lot or walk-through gate without an escort; however, should campus or CMO staff determine an emergency did not exist, local police shall be contacted immediately.
- <u>Carline and Walk-Through Gates</u>. Parents and guardians who are sex offenders and dropoff or pick-up their scholars via carline or a walk-through gate are not permitted to leave their vehicles or enter the campus at any time without an escort as described above.
- <u>No Eligibility to Serve as Volunteer</u>. No sex offender may serve as a volunteer for Uplift Education in any capacity.

**Sex Offenders – Third Parties**. No third-party sex offended shall be permitted on any campus or at CMO for any reason. Should these persons have legitimate business with Uplift, such business shall be conducted telephonically or by videoconference.

**COVID-19**. In accordance with local, State, and federal orders and guidelines, campus or CMO visits by third parties is discouraged and all meetings, conferences, and the like, should be conducted either telephonically or by videoconference to the greatest extent possible. Uplift understands that unique situations do exist where having third parties physically on-site is in the best interest of all parties, and each school's campus administration may permit this to occur.