

# ***RPHS Before and After-School Student Protocols and Procedures***

## **Before School**

- On days when classes begin at 7:25 am, no student entry before 7:05 am unless with a supervised activity or meeting.
- All coaches/sponsors who have activities prior to the beginning of the school day are responsible for supervising their students (doors should not be propped open for entry to these supervised activities).
- Any student propping doors open with their person or other objects will be subject to disciplinary consequences up to restriction from before or after school activities.

## **After School (General)**

- Students can attend tutoring, can attend assigned detentions, or can utilize the library during posted after school hours. In these instances, students must report immediately to the specified location of their activity and must have a supervising teacher with them at all times. ***Once tutoring, detention, or use of the library is complete, the students must leave the building and/or campus immediately.*** (See below for specific criteria pertaining to tutoring or detentions.)
- Students can be with an activity that is supervised by a sponsor or coach. In these instances, the students must report immediately to the location of the activity and must remain with the sponsor or coach at all times. ***Once the activity is over and the students are no longer with the coach or sponsor, the students must leave the building and/or campus immediately.*** (See below for specific criteria pertaining to after-school activities.)
- ***Students who do not have a supervised activity to attend after school or do not have an assigned coach or sponsor to supervise them must leave the building and/or campus by 3:00 pm. Those students who are with a supervised activity should report to the activity by 3:00 pm. Students should not be in the hallways or common areas unsupervised.***
- ***Students in the building not associated with a supervised activity will be directed to leave the building immediately. (FAILURE TO DO SO WILL RESULT IN DISCIPLINARY ACTION AND POSSIBLE LOSS OF PRIVILEGES TO ATTEND ANY AFTER SCHOOL ACTIVITY FOR THE REMAINDER OF THE SEMESTER OR YEAR.)***
- ***Any student propping doors open with their person or other objects or any person providing entry for students into the building will be subject to disciplinary action.***

### **After School (Tutoring/Detention)**

- Students who have tutoring or after-school detention must report immediately to the location of their tutoring or detention and cannot loiter in the halls or other areas of the building.
- Students who cannot drive and who need transportation after tutoring or detention should make arrangements prior to attending tutoring or detention. (all students requiring transportation should plan on being picked up in front of the high school building at the entry doors to the front office area.
  - ***Students who end up having to wait for a ride should do so outside the building in the covered structure leading to the entry doors to the front office area.***
- Any student who is removed from detention early, should immediately report to the front office area to make arrangements for a ride and then wait outside the building in the covered structure leading to the entry doors to the front office area.

### **After School (Activities)**

- Students who have an after-school activity or athletic tutoring must report immediately to their activity and cannot loiter in the building.
- ***Students/Athletes who have an activity start time or bus trip that does not convene by 3:00 pm cannot remain on campus without being supervised by a coach or sponsor.***
  - i. Students failing to comply could lose participation privileges
  - ii. Coaches/Sponsors will need to communicate expectations regarding protocol for situations such as this
  - iii. If no supervision plan is communicated by coach/sponsor, students should leave the campus and return in time for the activity or bus.
  - iv. If supervision is provided by the coach/sponsor, students should report immediately to the established location at the end of the school day.
- After games/After Meetings/After Practice
  - a. Students who attend an event as a spectator are expected to leave the building as soon as the event is concluded.
  - b. Students who participate in an event are expected to leave the building once the coach or sponsor has released the group. (Should a student participant need to wait for a ride, then the student participant should wait in an area that has been designated by the coach/sponsor and that will be supervised by a coach/sponsor.)