



VISIONS PREPARATORY ACADEMY

Visitors Policy

Policy:

Visions Preparatory Academy (VPA) welcomes parents, guardians, and approved community members to visit campus while maintaining the safety and integrity of the learning environment. All visitors are required to follow established security procedures, respect instructional time, and comply with school policies and staff directions at all times.

Visitor Access & Check-In Procedures

- All visitors must report directly to the main office upon arrival.
- A valid photo ID is required to sign in through the visitor management system.
- Visitors will receive a visitor badge that must be worn and visible at all times while on campus.
- Visitors must sign out and return their badge upon departure.
- Unauthorized or unverified individuals will not be permitted beyond the reception area.

Approved Visitors may include:

- Parents or guardians attending conferences, volunteering, or participating in school events.
- Guest speakers or mentors pre-approved by administration.
- Contractors or service providers conducting authorized work on campus.
- Representatives from partner organizations with prior written authorization.

Classroom & Instructional Visits

- Classroom visits must be scheduled in advance with the teacher and administration.
- To protect instructional integrity, visits are limited in duration and frequency.
- Visitors are not permitted to interrupt instruction or engage students without staff approval.
- Recording or photographing students or staff without written consent is strictly prohibited.





VISIONS PREPARATORY ACADEMY

Visitors Policy

Safety, Security & Conduct

- All visitors are expected to model respect, professionalism, and confidentiality.
- Visitors must follow all emergency and safety procedures while on site.
- Any individual exhibiting disruptive behavior, using inappropriate language, or violating school policy may be asked to leave immediately and may be restricted from future access.
- Law enforcement will be contacted if a visitor refuses to comply or threatens campus safety.

Special Events & Assemblies

- Parents and community members are encouraged to attend public events such as performances, exhibitions, and ceremonies.
- For student safety, attendance at non-public events (e.g., testing days or restricted activities) may be limited to authorized personnel.
- The administration reserves the right to modify visitor access based on safety, space, or security needs.

Summary:

Visions Preparatory Academy values community involvement while prioritizing student safety and instructional focus. All visitors must check in through the main office, wear identification, and follow staff directions at all times. The school reserves the right to restrict or deny access to any individual who compromises safety or disrupts learning.

