



# ORANGETHORPE ELEMENTARY SCHOOL

1400 S. BROOKHURST RD., FULLERTON, CA 92833

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## Orangethorpe Elementary School SECURE CAMPUS POLICY

For the safety of our students and to ensure the school day runs without interruption, Orangethorpe Elementary is a Secure Campus. It is our desire to have a safe and healthy environment for our staff members, students, and those visiting our campus.

Fullerton School District's Board Policy states, visits during school days should be first arranged with the principal and/or teacher. To ensure the safety of students and staff and to avoid potential disruptions, all visitors shall register in the school office immediately upon entering the school building or grounds. Parents who are volunteering to enter through the office ensures that every adult on campus is identified with a visitor's pass and has been checked in by office staff.

When dropping off children in the morning, all parents will drop off students at the Welcome Gates (Gates # 1, 2, 7, 8). Parents are allowed to wait with their child at Gates #1 and #7 but not on campus. If you are using the Drop-Off and Pick-Up System (Gates #2 and #8), you will be dropping off your child by car at the west or north side of the school. **Students are not allowed on campus or in front of the school before 7:30 a.m.** There is no supervision prior to this time making it unsafe for your child.

Any parent wishing to speak to a teacher will be asked to email, send a note, or leave a message in the office. All Orangethorpe Staff will respond to parent messages within 24 hours of receiving the message. Should an emergency occur with your child which, will require the teacher's attention, please stop by the office and the teacher will be called up to the office.

**Breach of Secure Campus Policy:** All visitors shall comply with any and all reasonable restrictions established by the principal to ensure the safety of students and staff or to minimize disruption of the instructional program. Visitations may be denied or terminated if the principal determines that they may be disruptive or distracting to the instructional program; or may be harassing to students or school personnel; or may pose an imminent threat to the health or safety of students or school personnel (FSD Board Policy). The District Office will be informed and will follow through with the incident. In extreme cases, the authorities would need to be called in.

We appreciate your support with our Secure Campus Policy. It is our first step in providing a safe school for your child. If you have any questions, please feel free to call the school office.