



"Somos Semillas, Somos Tenaces.  
We are seeds. We are Relentless."

# ANAHUACALMECAC

## INTERNATIONAL UNIVERSITY PREPARATORY

*An International Baccalaureate World School*



4736 Huntington Drive South, Los Angeles CA 90032 • (323) 352-3148 •  
Email: [info@dignidad.org](mailto:info@dignidad.org) • [www.AIUPWorldSchool.org](http://www.AIUPWorldSchool.org)  
Semillas Community Schools

### CAMPUS SUPERVISION POLICY

#### Aim:

To ensure the safety and supervision of all students while on campus between the hours of 7:00am and 6:00pm Monday through Friday on school days.

Anahuacalmecac staff will be responsible for the supervision of students at all times while on campus.

#### Procedures:

All Anahuacalmecac staff are trained in:

School Supervision

First Aid

Health Emergencies

Bullying Recognition and Response

Sexual Harassment

Care and Use of Technology

#### Implementation:

A designated supervisor(s) will be on campus to supervise.

All staff will refer injuries to the school front office.

Once school is dismissed all staff will encourage students to enroll and participate in the afterschool program. Students not enrolled in the afterschool program will be encouraged to leave campus quickly.

Staff members on supervision duty will continually rove through their designated area.

In the case of inclement weather, indoor supervision will follow the Inclement Weather Supervision Schedule.

Campus incidents will be recorded on a referral form. Injuries will also be recorded on an incident form. Students will be sent to the office with the referral or incident form. The office staff will refer for follow up by another staff member or administrator where appropriate.

The Anahuacalmecac Supervision Policy will be reviewed annually by the school administration team.