



Compliance Guidance: Each charter school governing board under the Charter Holder will adopt policies for parental classroom visits, tours and observations in accordance with H.B. 2025.

**ACA Tour Policy approved by Governing Board:** ACA is available to conduct guided tours of the campus for current parents or prospective parents. The guided tours are conducted by someone within the ACA Enrollment Department. We offer tours by appointment and not on a walk-in basis. It's a very easy process to request a tour appointment through this link: <https://www.azcharter.com/request-a-tour>

### **Visitor Code of Conduct**

All who use or occupy school property or premises under the school's control are expected to model safe, lawful, respectful, and civil behavior. This includes parents, staff, members of the governing board, contractors, and all visitors to the school district property. Those in violation of the following code of conduct will be asked to leave school premises; or may be subject to action by law enforcement agencies.

The Following Visitor Conduct is Prohibited on School Property:

- physical injury to another person or the threat of such injury
- verbal, physical, or other forms of harassment or coercion of another
- willful damage to, or destruction of property
- disruption of the educational process or of any school program or activity
- unauthorized entry upon school property
- interference with the lawful and authorized activities of others
- using vulgar or abusive language, cursing, or swearing
- Possession, sale or use of alcoholic beverages or illegal drugs; and the possession or use of a weapon of any kind or any other object that reasonably can be considered a weapon
- use of tobacco or vaping products on school property

***This visitor code of conduct applies to all interactions (including email, phone, arrival, dismissal areas, etc.) with staff members.***