

Updated Facility Rules:

1. Students are not allowed to report to campus (which includes YWCA property) earlier than 8:30am.
2. All students that come to campus **must** sign in with the counselor before going to a face to face class or an appointment with a teacher.
3. Students must make an appointment with a teacher prior to entering campus and list teacher's name and reason for being on campus on the sign-in sheet.
4. Students must be supervised by a teacher at all times.
5. Students must wear a current school ID while on campus. School ID must be visible at all times.
6. Students without an ID must report to the main school office in room 220 to get a temporary student ID.
7. Students **must** sign-in no earlier than 15 minutes before a class or tutoring session. The sign-in sheet is located in the front office in room 220.
8. Students who will be on campus during lunch may bring a snack or lunch to eat in the designated lunch area.
9. Students are **not allowed** to leave campus to buy food/drinks. Once students come to school, they must remain here until they are done for the day. Students should bring food/drink from home or stop at the store before they step foot on campus.
10. Students **must** sign out with the counselor before they leave for the day. Students who borrowed a temporary ID must return it to the front office.

Revised 10/13