

Board Policy Manual
Santa Rosa City Schools

Policy 5112.5: On/Off Campus Policy

Status:
ADOPTED

Original Adopted Date: 08/09/2017 | **Last Revised Date:** 09/25/2019 | **Last Reviewed Date:** 09/25/2019

OPTION 1: On/Off Campus ~~Open Campus~~

In order to give students an opportunity to demonstrate responsibility, independent judgment, and positive citizenship, the Governing Board establishes an open campus at all district high schools in which students **in 11th and 12th grades** shall have the privilege of leaving campus during lunch.

The principal or designee shall ensure that students granted this privilege meet any eligibility requirements established by the district.

The district shall send written notification to parents/guardians about the open campus policy at the beginning of the school year along with the parental notification required by Education Code 48980. Such notification shall include the language prescribed by Education Code 44808.5.

Students shall not leave school grounds at any other time during the school day without express permission of school authorities. Students who leave school without authorization shall be considered to have an unexcused absence and be subject to disciplinary action.

The Superintendent or designee shall develop procedures for students to receive permission to leave campus during the school day when necessary for the following reasons:

1. Medical appointments that cannot be scheduled outside school hours
2. Family emergencies
3. Religious observances
4. Court appearances
5. Individualized Education Program (IEP) or Section 504 plan accommodations

6. Career or college exploration activities approved by school administration
7. Other justifiable reasons approved by school administration

These procedures shall be designed to be accessible, fair, and efficient for all students, with particular attention to removing barriers that might disproportionately impact students from low-income families, students with disabilities, or other historically marginalized groups

The principal or designee may revoke the open campus privilege for individual students for disciplinary reasons.

Each school site shall implement disciplinary measures for unauthorized campus departures in a manner that:

1. Considers the circumstances and reasons behind the student's actions
2. Applies consequences equitably across all student demographic groups
3. Utilizes progressive discipline approaches that focus on restorative practices
4. Addresses underlying causes of behavior rather than relying solely on punitive measures
5. Provides appropriate supports and interventions, particularly for students demonstrating patterns of unauthorized departures

The Superintendent or designee shall regularly review discipline data related to closed campus violations, disaggregated by student demographics, to ensure equitable application of consequences.

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OPTION 1 ENDS HERE

OPTION 2: Closed Campus

In order to keep students in a supervised, safe, and orderly environment, the ~~Board of Education~~ **Governing Board** establishes a closed campus at all district schools.

Students shall not leave school grounds at any time during the school day without express permission of school authorities. Students who leave school without authorization shall be considered to have an unexcused absence and be subject to disciplinary action.

The Superintendent or designee shall develop procedures for students to receive permission to leave campus during the school day when necessary for the following reasons:

1. Medical appointments that cannot be scheduled outside school hours
2. Family emergencies
3. Religious observances

4. Court appearances
5. Individualized Education Program (IEP) or Section 504 plan accommodations
6. Career or college exploration activities approved by school administration
7. Other justifiable reasons approved by school administration

These procedures shall be designed to be accessible, fair, and efficient for all students, with particular attention to removing barriers that might disproportionately impact students from low-income families, students with disabilities, or other historically marginalized groups

Communication and Accessibility

Information about the closed campus policy, procedures for obtaining permission to leave campus, and consequences for violations shall be:

1. Provided in all languages commonly spoken in the district
2. Communicated through multiple channels including but not limited to student handbooks, district and school websites, parent meetings, and direct communications
3. Written in clear, accessible language
4. Explained verbally to students at the beginning of each school year
5. Made available in alternative formats for families with disabilities upon request

The Superintendent or designee shall ensure that all families, regardless of language spoken, literacy level, or technological access, can understand and navigate the process for requesting permission for their child to leave campus when necessary.

~~Student handbooks shall fully explain all rules and disciplinary procedures involved in the maintenance of the closed campus.~~

OPTION 2 ENDS HERE

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State

Ed. Code 35160

Description

[Authority of governing boards](#)

Ed. Code 35160.1

[Broad authority of school districts](#)

Ed. Code 44808.5

[Permission for students to leave school grounds; notice](#)

Ed. Code 48980

[Parent/Guardian notifications](#)

Management Resources

Description

Website

[CSBA District and County Office of Education Legal Services](#)

Cross References

Code

Description

~~0450~~

~~[Comprehensive Safety Plan](#)~~

~~0450~~

~~[Comprehensive Safety Plan](#)~~

~~3515 - E PDF(1)~~

~~[Campus Security - Use Of Unmanned Aircraft Systems \(Uas\)/Drones On District Grounds](#)~~

~~5112.1~~

~~[Exemptions From Attendance](#)~~

~~5112.1~~

~~[Exemptions From Attendance](#)~~

~~5113~~

~~[Absences And Excuses](#)~~

~~5113~~

~~[Absences And Excuses](#)~~

~~5113.1~~

~~[Chronic Absence And Truancy](#)~~

~~5113.1~~

~~[Chronic Absence And Truancy](#)~~

5113.11	Attendance Supervision
5131	Conduct
5131-E PDF(1)	Conduct - Elementary Plan
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5145.6	Parent/Guardian Notifications
5145.6-E PDF(1)	Parent/Guardian Notifications
5145.6-E PDF(2)	Parent/Guardian Notifications

Code	Description
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
3515	Campus Security
3515	Campus Security

5112.1	<u>Exemptions From Attendance</u>
5112.1	<u>Exemptions From Attendance</u>
5113	<u>Absences And Excuses</u>
5113	<u>Absences And Excuses</u>
5113.1	<u>Chronic Absence And Truancy</u>
5113.1	<u>Chronic Absence And Truancy</u>
5113.11	<u>Attendance Supervision</u>
5113.12	<u>District School Attendance Review Board</u>
5113.12	<u>District School Attendance Review Board</u>
5131	<u>Conduct</u>
5144	<u>Discipline</u>
5144	<u>Discipline</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>
5145.6	<u>Parent/Guardian Notifications</u>
5145.6-E(1)	<u>Parent/Guardian Notifications</u>

