



ACCESS TO PREMISES

Rationale

St Patrick's College strives to provide an environment with appropriate buildings and resources to enhance the educational and faith development process.

The College endeavours to provide a safe environment for all staff and students by monitoring carefully access to and use of the property.

The school manages and uses its resources equitably in the best interests of its current and future community, always conscious of the wider community in which it is situated.

Edmund Rice Education Australia Charter

Policy

Whilst members of the St Patrick's College wider community are encouraged to visit the College and to become involved in the College's activities, St Patrick's College is private property and therefore persons are not permitted on the premises without the expressed or implied authority/invitation of the Headmaster or his appointee.

Guidelines

1. Every person who wishes to enter college property and who is not employed by the College, is required to report to reception to record his/her name, purpose and duration of the visit and may be issued with a visitor's pass at the discretion of the Headmaster or his representative.
2. No person is permitted on the College property without a visitor's pass.
3. A visitor's pass may be withdrawn at any time by the Headmaster, or his representative. For example, non-custodial parents seeking to obtain unauthorised access to children on college property during school hours, and non-custodial parents seeking to obtain unauthorised access to children out of school hours in the case of boarders.
4. Any person on the College property without a visitor's pass or whose visitor's pass has been withdrawn can be referred to the Headmaster or his representative and may be asked to leave the college property without any reason required to be given.
5. All persons with a visitor's pass on the College property are required to uphold the rules of the College and treat the College grounds and facilities with respect.

6. The Headmaster, at his discretion, and/or his representative may at any time invite persons on to the College Property without a visitor's pass. It is the direction of the Headmaster that parents or guardians may enter the College grounds for the purposes of dropping students off and picking them up as well as attending co-curricular activities including sport without obtaining a visitor's pass.
7. The College will endeavour to erect signs to ensure any person entering college property of this policy.

Status of Policy: Ratified by the College Board October 2009

Sources:

Review: 2014