MSD: Extracurricular, Off-Campus, and After- Hours Student Contact Controls

Instruction, counseling, administrative tasks, and other planned school contact with students should occur at school during regular school hours unless an extracurricular activity, authorized school activity, emergency, or other legitimate educational reason requires otherwise. If special circumstances make it necessary for an employee to meet with one or more students outside the regular school day or away from the school, prior principal approval is required when reasonably practicable.

Employees shall avoid transporting students who are not members of the employee's immediate family alone in private vehicles. If such travel cannot reasonably be avoided, advance principal approval is required when practicable. If a student must be transported by an employee due to an emergency involving the student's health, safety, or welfare, the principal shall be notified as soon as practicable.

All extracurricular activities outside regular school hours or off school property must be authorized in advance by the school principal. After-hours activities involving students should be held at the school whenever possible. Employees are not authorized to allow students in their homes for school-related social activities without prior written permission from the principal.

Source: MSD Policy 4310, approved 2021.