Carrollwood K-8 School

Campus Visitor Policies

July 29, 2026

Dear Owl Families,

We want to thank you all for your support in ensuring the safety and security of all students at Carrollwood K-8 School. In a continued effort to ensure the safety of our students and staff, the following procedures will be effective beginning **Monday, August 10, 2026**:

- **Carrollwood will be a closed campus.** No parents/families will be allowed inside the school building to walk students to class or to have lunch with students. Staff members will be on duty around the campus to assist students. Students will walk to class independently, or with the assistance of staff members as needed.
- Tardy students arriving after 7:40am must be escorted to the office by a parent to sign in. These students will be walked to class by staff members. Parents will have access to the front office to sign students in/out and to speak with someone in the office.
- While we will be a closed campus to ensure the safety and security of our Carrollwood Owls, we will be holding events throughout the year that allow parents to engage with the school community. Any visitor (classroom performance, school ceremony, field trip, or event, etc.) or scheduled volunteer (through your child's teacher or for PTSA activities) must bring identification to the office to sign in. **No visitor/volunteer will be permitted access without identification. No exceptions will be made. Parents are permitted to volunteer in classrooms in collaboration with their classroom teacher.**
- All volunteers should complete a volunteer application. The volunteer application is located under the volunteer icon on the district website. Once there click complete volunteer and community partner application in either English or Spanish.
- **Visitors/volunteers must enter through the office to sign in and must exit through the office to sign out.** This process will ensure we know who is always on campus in the event of an emergency.
- The above volunteer policies are subject to change based on district guidelines.
- For student safety, early sign-out for students will end at 12:30 P.M. on Mondays and 1:30 P.M. Tuesday through Friday.

We greatly appreciate your support in this effort, as it is in the best interest of the safety of our students and staff. If you have any questions about these procedures, please contact the office.

Sincerely,

Carrollwood K-8 Administration