

# School Operational Hours and Facility Access



ESTABLISHED  
1953

## School Hours

### Monday to Friday - 8:00 am to 4:30 pm

General access for all students. ID-based access for parents and staff. Visitors on a prior approval and appointment basis.

## After Hours

### Weekday Evenings - 4:30p to the later of sunset or 7:00 pm

### Weekends and Holidays - 8:00a to the later of sunset or 7:00 pm

Access to the campus outside of normal school hours may be limited or changed at any time. Organized and approved activities are required to provide a participant list in order to allow access. Facility use is prearranged using the Facilities Use Request which is submitted to the Athletics and Activities Office.

## After Hours Access to School Buildings

Access to the campus buildings outside of operational hours (including weekends or holidays):

- Students in Grades 6-12 must show school identification to be in buildings after hours and **only** for organized and approved activities.
- Elementary students in grades PK-5 may be in buildings after hours **only** for organized and approved activities **and** only under the direct supervision of their parents/guardians.
- No outside visitors or guests are allowed on campus after hours without prior arrangement.
- School arranged events (e.g. plays, PTO events, sporting events, etc.) that allow for spectators or participants, will be open to all parents with an ASW parent ID, students Grades 6-12 with a student ID, students in Grades PK-5 with an accompanying adult parent/guardian, and U.S. Embassy personnel with their Embassy ID.
- Open access to indoor facilities such as gyms, fitness center, pool, etc. is **only** permitted during scheduled open community events such as open swim hours, Sunday Funday, etc.

## After Hours Access to outdoor facilities **ONLY**

The following allows for community use of the outdoor facilities as follows:

- Students in Grades 9-12 with school ID may access outdoor sports facilities.
- Students in grades PK-8 may be on campus only under the direct supervision of their adult parent/guardian. Parents/Guardians must show their School Issued ID.
- No outside visitors or guests are allowed on campus without prior arrangement. Visitors require clearance at all times.

## School Closure

The school will announce, in advance, all campus closures when the entire campus will not be accessible due to maintenance or other concerns.

Student identification: ASW student ID or ISIC card with ASW as the registered school.