## 610-Administrative Supervision Procedure

During school hours or during a school-sponsored, after hours or non-school day event, one member of the Administration (the Executive Director, an Assistant Director, or the Administrative Services Director), must be physically present on the grounds of GWA. Should an emergency situation arise where none of the Administration are able to be on the grounds, the Executive Director will contact the Board President to inform him or her of the situation. During a non-school sponsored, approved event, such as a PTO movie night or a private performance by an after-school program for parents, the Administration may designate a designee to be present on campus, but are not required to be physically present themselves.