

Jackson County Circuit Court

Tour Guidelines and Expectations

Security

Your group will go through a metal detector at the courthouse. In order to avoid unnecessary delays during the security screening:

- Leave metal objects home.
- Belt buckles, scissors, pepper spray and so forth will set off the metal detector.
- Please have all adults in your group review security guidelines located on the Jackson County Webpage prior to your [tour](#).
- Teachers and chaperones should be mindful that many people accused of a crime are not in custody. Therefore, chaperones must always remain with their groups.
- In case of emergency, please follow the directions of a court staff member or use the nearest staircase to exit the building if you get separated from your group.

Courthouse Etiquette

Court is a formal proceeding where people are dealing with serious matters. The students' utmost respect for attending court is required. If a student cannot demonstrate respect, they will be asked to leave.

- The courthouse does not have soundproof doors, so quiet voices must be used at all times.
- Phones must be turned off and/or silenced in the courthouse.
 - It is disrespectful to text while observing the court.
- Court rule prohibits taking photos or recording video.
- No food or drink is allowed in any courtroom. Drinking fountains are on each floor if a student needs water.
- Hats are not allowed in courtrooms, except as required for religious observance.
- Do not wear attire that distracts from the serious nature of the court proceedings. (I.e. No inappropriate language on shirts)
- Refrain from talking or whispering in the gallery.
- Students will observe lodged defendants for sentencing and arraignments. Please know there could be sensitive content, offensive language and behavior.

Courthouse Tour Schedule

- 12:30 pm – Check in and arrive at Jackson County Circuit Court. Students, Teachers, and Chaperones will go through security and be escorted to the courtroom. They will have the opportunity to meet with someone from the District Attorney's office and learn about their role. Students will then have time with the judge to learn about the judicial system, the court process, and ask questions.
- 1:15 pm – Students will observe lodged sentencing, and arraignments live from the gallery lodged defendants will appear remote and they will not be able to see the students. *The courtroom by law is open to the public, students will be in the courtroom with members of the public.*
- 2:30 pm – Students, Teacher, and Chaperones will exit the courtroom after the completion of arraignments. A guided tour will follow if time permits with a member of the court team.

- 3:00 pm – The Courthouse Tour is complete, and group will return to their destination.

Group Size & Demographics

- **Maximum group size is 25.**
- A chaperone is required for **every 10 students.**
- If you have **more than 25 in your group** the groups will need to be **split into two separate days.**
- **This tour is appropriate grade levels are 6-12th**, the court can accommodate younger students with a modified tour schedule.

*** Teachers may contact [Kaycee Morton](#) if they are in need of an alternative schedule to accommodate students and schedules. The court will try to accommodate special requests and/or work with teachers to meet the needs of the class if possible. ***