

CUSTODIAL PARENT RIGHTS

The Waunakee Community School District Board of Education is to maintain strict neutrality between two parents involved in legal action affecting the family, unless otherwise directed by court order. It is the responsibility of the parent(s) to provide the District with any such court order and to inform the school of the names and mailing addresses of the custodial and non-resident custodial parent(s). Non-resident custodial parent is a parent with custody but with whom the student is not residing.

1. Policy Guidelines

- a) The non-resident custodial parent of any student enrolled in a school subject to District control may be provided all report cards, notices of school activities, disciplinary reports, conference appointments or summaries or other student records which are provided to the custodial parent, unless otherwise expressly curtailed or restricted by a provision of a court order which has been provided to the principal. According to policy, the parent/guardian who enrolls a student will be considered the student's residence for school purposes, unless a court order or other satisfactory documentation is presented which specifies otherwise.
- b) The non-resident custodial parent may participate in all activities, including conferences. The school generally will conduct only one meeting for parents/guardians at appropriate times in which both parents/guardians will be permitted to participate.
- c) When the non-resident custodial parent school mailings and provides current demographic information, all schools in the District will routinely mail materials given to the custodial parent to the non-resident custodial parent. At the 9-12 level, these routine mailings include summer mailings, parent newsletters, parent-teacher conference information and report cards. At the K-8 level, non-resident custodial parents will also receive upon request: student progress reports, behavioral data information, attendance letters, special educational needs communication, parent-teacher organization events, parent surveys and medical forms. Non-resident custodial parents may also make specific requests for and receive copies of other materials that would be made available to custodial parents.
- d) A student enrolled in the District may be released from school to either the custodial parent. Children are not to be released to a parent that has been denied periods of physical placement with the child.

2) Notification

It is the responsibility of the non-custodial parent to inform the school office of his/her name, address and telephone number if he/she wishes to be consulted regarding his/her child or wishes to be placed on the school's mailing list.

3) Removal of Child from School

District procedures provide that only the custodial parent(s) has the right to remove the child from school. If a parent that has been denied periods of physical placement with the child asks to remove a child from school, these steps will followed:

- a) The principal will contact the custodial parent and inform his/her of the request.
- b) If the custodial parent agrees, the student will be released.
- c) If the custodial parent objects, the student will not be released.

4) Visits at School

If a parent that has been denied periods of physical placement with the child asks to visit with a child at school, the following steps will be taken:

- a) The principal will contact the custodial parent and inform him/her of the request and the conditions under which the visit will occur.
- b) The child will be summoned to the office and remain in the office area for the duration of the visit. The visit will take place in an area that can be observed by office personnel.
- c) The child will be returned to class at the end of the visit.

District residents will be informed of the Board's policy annually. The building principal will inform classroom teachers of those students whom a non-custodial parent's access to information has been restricted by court order.

Legal Ref.: Section 118.125 Wisconsin Statutes
767.24(4)

Cross Ref.: 347-Rule, Student Records Procedures

Adopted: 4/22/91
Revised: March 1994
March 2002

Waunakee Community School District