



REMOVAL/RELEASE OF STUDENT DURING SCHOOL HOURS

1. The principal or designee may send a student home for illness or a disciplinary violation in accordance with these policies and procedures.
2. If the principal or designee wishes to send a student home because the student is ill or has been involved in a serious disciplinary violation, the principal or designee shall, by telephone, advise the student's parent or guardian of the school's action and request that arrangements be made for an authorized person to come to school and accept the student.
3. If the parent/guardian or designee is unable to come for the student, the principal shall provide transportation to the student's place of residence, provided a responsible person is present at that place to receive, supervise, and care for the student.
4. If the principal is unable to reach the parent/guardian or designee, the student must remain on school property until school is dismissed unless a law enforcement agency is involved and has reason to assume responsibility for the student.
5. Notwithstanding the above requirement that a student be released only to the parent, the principal may order students to leave the grounds immediately when faced with mass violation of school rules and regulations. In such situations it is not possible to keep the student on the grounds; however, distance from home and the age and sex of the individual child may require the principal to keep the student at school until the parent or guardian can be reached or until the regular time for school dismissal.
6. To eliminate any liability for injuries sustained by the unescorted or unsupervised student ordered to leave the school premises during the school day, and to avoid school responsibility for any further acts of the student after being sent home, it is strongly recommended that the parents be asked to call for the student at school or that the student be delivered to the parent by a school employee.
7. If the parent cannot be notified that a student is being sent home, the student must be placed on the status of "in-school dismissal" and required to remain in school until the end of the school day. The student can be segregated from other students by the principal but should be placed under the supervision of an authorized school employee.
8. On rare occasions involving violence or serious violation of law, a student may be released into the custody of the police after suspension; however, in such cases an effort will be made to contact the student's parent or guardian or a designee prior to release of the student to a law enforcement agency.