**Lakeland School District**

**STUDENTS** **3550P**

Release of Student During School Hours Procedure

Schools must exercise a high order of responsibility for the care of students while in school. The removal of a student during the school day may be authorized in accordance with the following procedures:

1. Law enforcement officers, upon proper identification, may remove a student from school as provided in Policy 4410;

2. Any other agencies must have a written administrative or court order directing the District to give custody to them. Proper identification is required before the student shall be released;

3. A student shall be released to the custodial parent. When in doubt as to custodial rights, school enrollment records must be relied upon, as the parents/guardians have the burden of furnishing schools with accurate, up-to-date information;

4. The school should always check with the custodial parent before releasing the student to a non-custodial parent; however, the school relies on the official information provided by the custodial parents and it is the custodial parent's responsibility to ensure all information is accurate and up to date;

5. Prior authorization from the custodial parent or guardian is required before releasing a student into someone else's custody, unless an emergency situation justifies a waiver; and

6. Police should be called if a visitor becomes disruptive or abusive.

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| Cross Reference: | 4400 | Relations with the Law Enforcement and Child Protective Agencies |
| | 4410 | Interviews and Arrests by Police |

History:
Adopted on: March 13, 2024
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Reviewed on: