

STUDENT DISMISSAL PRECAUTIONS

Colorado Springs School District 11 (the District) shall take reasonable steps to ensure the health and safety of its students during the school day. Therefore, in keeping with the principles established by the Colorado Springs Board of Education (the Board), the District shall set up procedures to validate requests for early dismissal so that students are released only for proper reasons and into the custody of parents/guardians or authorized persons.

Under no circumstances shall staff dismiss a student from school prior to the end of the school day or into any person's custody without the direct prior approval and knowledge of the building principal, or an administrative designee.

The principal or designee of each District school shall not excuse a student under the age of 18 before the end of a school day without a request from the student's parents/guardians. In keeping with this policy:

1. A student shall not be released from school early on the basis of an invalidated telephone call.
2. Students of divorced or legally separated parents may be released to a noncustodial parent only upon the approval of the custodial parent.

A student shall be sent home only with the authorization of a parent/guardian or, if the parent/guardian is not available, with another authorized adult.

Principals are encouraged to develop procedures at the building level to validate requests for dismissal.

Students may leave campus at any time during the school day to attend or participate in an educational program or school-sponsored activity (to include field trips) upon approval from the principal or his/her designee. Otherwise, students may leave campus during the school day only under the authorization of district or school administration.

Neither the school nor District shall be liable for students who are away from school on released time.

Nothing in this policy shall be construed as a waiver of immunity or as an assumption of a duty of care where none otherwise existed. Additional precautions shall be taken by district and school administration as needed.

Adopted September 28, 1983
Revised November 1991
Revised December 1994
Revised September 1996
Revised May 9, 2012
Revised December 9, 2015
Revised May 8, 2019
Revised May 29, 2024

LEGAL REFS.: C.R.S. 22-32-120 (3)

CROSS REFS.: IJOA, Field Trips
JH, Student Absences and Excuses JHB, Truancy

JK, Student Discipline
JK-R, Regulation to Policy JK, Student Discipline