

## STUDENT EARLY RELEASE PRECAUTIONS

School district staff will not permit a student to leave school during the school day unless the student is accompanied by the student's parent/guardian, or other person so authorized by the school district and the student's parents/guardians. In all situations, the Principal shall approve the early release.

Exception: Lunch period release may be granted for Junior and Senior Class students that are 16 years old or older with permission of the Student's parent/guardian and the Principal provided that:

- Student maintains an 85 or above in all classes.
- Student has an acceptable tardy/absentee record.
- Student has an acceptable behavior record.
- Student signs out and in for lunch release daily.
- A Junior and Senior Class Lunch Release form including signatures from student, Principal and parent/guardian is completed and returned to the school main office yearly.

Lunch release privileges may be removed if tardiness, absenteeism and behavior problems occur; grades decline; or student fails to sign out or in.

School officials will presume that each parent has equal authority to exercise rights of visitation, removal of the student from school, the right to inspect and review educational records, and all other rights and privileges extended to parents. Requests from parents asking the school to restrict the release of a student to the other parent will not be honored unless accompanied by a court order or other legally binding document which corroborates the request.

The Principal is authorized to establish additional procedures necessary to ensure the proper and safe release of students. Such procedures must adhere to the following rules:

1. Students will only be released to the parent, guardian, or written designee of the parent or guardian, or to other individuals or agencies as permitted or required by law.
2. The District will release a student to a parent or guardian unless the District has a valid court order directing otherwise. If district staff have concerns about releasing the student to a parent, the student may be held while additional precautions are taken, including, but not limited to, verifying custody orders, contacting the other parent or contacting appropriate authorities.
3. Students who are 17 years old and living independently and students 18 years old or older must validate their own attendance and dismissal.
4. Telephone or email requests for early dismissal of a student shall be honored only if the caller/sender can be positively identified as the student's parent or guardian. The parent or guardian will still be required to enter the school building and sign the student out.
5. If it is determined that a student who is ill or sick should be taken home, the school nurse will contact the student's parent or guardian to arrange for an early release. The school nurse will also notify the Principal.

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