2025-26 SB 98: SAFE Act Notification Procedures

This template provides a framework for developing the Procedures for Notification when Immigration Enforcement is Confirmed on the Schoolsite and should be tailored to the unique needs and context of the Local Educational Agency (LEA) and its school sites.

Resources to help support implementation can be found at https://www.cde.ca.gov/ls/pf/if/yr25cdoletter0227.asp

Local Educational Agency (LEA) Name	School Name	Contact Name and Title	Email and Phone
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Introduction and Purpose

This plan establishes the **Procedures for Notification when Immigration Enforcement is Confirmed on the Schoolsite.** These procedures are a mandatory component of the Comprehensive School Safety Plan (CSSP), pursuant to the amendment of California Education Code (EC) Section 32282(a)(2)(N). The purpose of these procedures is to create a safe and inclusive campus environment for all students by preventing panic and promoting calm and security on schoolsites in the event of confirmed immigration enforcement.

CSSP Integration Requirement: This plan must be included in the LEA's Comprehensive School Safety Plan (CSSP).

Implementation Deadline: The procedures must be incorporated into the CSSP when it is next reviewed and updated, but no later than March 1, 2026.

Definition and Scope of Enforcement

Definition of Immigration Enforcement: For the purposes of this plan, **"immigration enforcement"** includes any and all efforts to investigate, enforce, or assist in the investigation or enforcement of any federal civil immigration law.

Criminal Immigration Enforcement: The definition also includes any and all efforts to investigate, enforce, or assist in the investigation or enforcement of any federal criminal immigration law that penalizes a person's presence in, entry, or reentry to, or employment in, the United States.

Confirmation and Notification Protocols

Confirmation Protocol

Detail the specific process and designated staff member (e.g., principal, superintendent) responsible for confirming the presence of immigration enforcement on the schoolsite, which triggers the notification requirement.

This policy outlines the procedures for ensuring a safe and accessible educational environment for all students and staff, regardless of immigration status, as required by California Senate Bill (SB) 98. This policy is incorporated into the Comprehensive School Safety Plans for the Turlock Unified School District.

- Confirmation: Upon confirmation of an immigration enforcement officer's presence, the school's administrative staff will immediately notify the Superintendent's Office and follow established internal safety protocols.

Required Notification Recipients

The procedures must ensure notification is issued to the following groups:

- Parents and guardians of pupils
- Teachers
- Administrators
- School personnel

TUSD will utilize ParentSquare Communications to send notifications to our school community including parents/guardians and staff.

Notification Timing

Specify the timeline for issuing notification following confirmation, ensuring it aligns with safety goals and minimizes panic.

TUSD will send notification to families and staff of an impacted campus as soon as possible following confirmation, preferably prior to the end of the school day. We may also send a District-wide communication no later than the same evening of a confirmed incident.

Notification Content and Privacy Requirements

Safety and Well-being Standard

The content and timing of the notification shall consider the safety and well-being of the pupils, employees, and community members of the schoolsite.

Notification Content: The notification to parents and all school personnel will be sent via ParentSquare [e.g., email, text message, or automated call] and will include:

- The date and time the immigration enforcement was confirmed.
- The specific location on school grounds where the confirmed presence occurred.
- A hyperlink to additional resources, including relevant district policies and information regarding student and family rights.

Immediate Action: The safety of all students and staff is the top priority. All school personnel are directed to report any requests from immigration officials to the Superintendent's Office and not to provide any information or access without proper judicial authorization.

Privacy Constraint

The notification shall not include any personally identifiable information.

School and district personnel shall not disclose the personal information, citizenship, or immigration status of any student, parent, or staff member to immigration enforcement without a federal court order or as otherwise required by federal law. This policy ensures that personal information remains confidential and is not shared for the purpose of immigration enforcement.

Notification Methods

Specify the secure methods used for two-way communication to reach the required recipients, such as mass communication systems, email, or school portals, and detail how these methods are maintained.

TUSD will utilize approved communication channels, including the ParentSquare K-12 platform and school/district websites, to reach the required recipients. The TUSD Director of Communications, Family Engagement, and Outreach manages these communication methods.

Resource Provision (Optional but Encouraged)

The notification may include a hyperlink to additional resources for families regarding:

- Educational rights
- State laws that protect parents' and students' privacy and confidentiality
- Counseling or support services (including services that support families impacted by immigration enforcement and model policies adopted by the LEA).

Notifications will include a hyperlink to the Immigration Resources page of the TUSD website, providing relevant district policies and information on student and family rights.

Review and Compliance

Annual Evaluation

This plan will be evaluated and amended, as needed, by the school safety planning committee, but shall be evaluated at least once a year.

The TUSD SAFE Notification Procedures Plan will be reviewed and evaluated annually by all school safety committees. All relevant school and district personnel will also receive training on this plan and the specific procedures for responding to immigration enforcement inquiries.

Public Availability

An updated file of all safety-related plans and materials shall be readily available for inspection by the public.

All TUSD safety-related plans and materials are maintained by the Director of Facilities Planning and Safety and are available for inspection by the public.

State Guidance

Compliance with this plan should align with the checklist for developing a comprehensive school safety plan, which the Department of Education is required to maintain and conspicuously post on its internet website

TUSD’s Director of Facilities Planning and Safety will ensure this communication plan is incorporated into all school safety plans on an annual basis.