



Disclosure is permitted only when required by state or federal law, to administer a state- or federally-supported educational program, or pursuant to a valid judicial subpoena, judicial warrant, or court order.

Upon receipt of any request for information or documents by an immigration officer, the employee receiving the request shall immediately refer the officer to the County Superintendent or designee. The Superintendent or designee shall consult with legal counsel to verify the validity of any subpoena, judicial warrant, or court order before responding. An administrative warrant or other document issued by an immigration enforcement agency that is not signed by a judge shall not be considered a valid judicial warrant.

To the extent permitted by law, YCOE shall provide prompt written notice to a student's parent/guardian before complying with a lawfully issued subpoena, judicial warrant, or court order for student records, so that the parent/guardian may seek protective action.

To the extent permitted by law, YCOE shall provide prompt written notice to an employee before complying with a lawfully issued subpoena, judicial warrant, or court order for personnel records.

### **Access to Students and YCOE Property**

YCOE staff shall not grant an immigration officer or employee:

1. Access to any student; or
2. Permission to enter school-provided transportation, nonpublic areas of YCOE property, or nonpublic areas where a school-sponsored activity is occurring.

Access may be granted only when required by state or federal law, to administer a state- or federally supported educational program, or upon presentation of a valid judicial subpoena, judicial warrant, or court order.

All requests for campus access by an immigration enforcement officer shall be immediately referred to the County Superintendent or designee. The Superintendent or designee shall verify the officer's credentials and review the documentation presented.

The Superintendent or designee shall not permit access to nonpublic areas or to a student unless a valid judicial warrant or court order is presented. Any access granted shall be limited in scope and duration to minimize disruption to the educational program.

In no case shall classroom instruction be disrupted, nor shall a student be removed from class without prior review and authorization by the Superintendent or designee.

### **Informing Students, Families, and the Public**

YCOE shall proactively inform students, families, and the public of their rights by:

1. Posting the California Attorney General’s “Know Your Educational Rights” document, in all languages provided by the Attorney General, in all YCOE administrative buildings and on the YCOE and school websites; and
2. Providing information regarding:
  - a. The right to a free public education regardless of immigration status;
  - b. Family safety planning;
  - c. Caregiver’s Authorization Affidavits; and
  - d. The importance of providing and updating emergency contact information.

YCOE shall also provide training to appropriate staff regarding immigration enforcement response procedures and the rights of students and families under state and federal law.

**Delegation of Authority**

The County Superintendent or designee shall implement this policy through administrative regulation, staff training, and coordination with legal counsel, as needed.

Complaints alleging discrimination, harassment, intimidation, and bullying based on actual or perceived immigration status shall be filed in accordance with Superintendent Policy/Administrative Regulation 1312.3 - Uniform Complaint Procedures.

The California Department of Education shall be provided, upon request and in the manner requested, copies of this policy, any associated administrative regulation, and any other County Board policies and administrative regulations required by Education Code 234.7.

**Policy Reference Disclaimer**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
Civ. Code 1798.3	Information Practices Act of 1977; definitions
Ed. Code 200	Equal rights and opportunities in state educational institutions
Ed. Code 220	Prohibition of discrimination
Ed. Code 234.1	Student protections relating to discrimination, harassment, intimidation, and bullying
Ed. Code 234.7	Student protections related to immigration and citizenship status
Ed. Code 32282	Comprehensive school safety plans
Ed. Code 48204.4	Evidence of residency for school enrollment
Ed. Code 48906	Exception to parent/guardian notifications
Ed. Code 48980	<a href="#">Parent/Guardian notifications</a>
Ed. Code 48985	Notices to parents/guardian in language other than English
Fam. Code 6552	Caregiver's authorization affidavit

Gov. Code 7285-7285.3	Prohibitions on Employer Cooperation with Immigration Enforcement Agents
Gov. Code 8310.3	California Religious Freedom Act
Pen. Code 422.55	Definition of hate crime
Pen. Code 627-627.10	Access to school premises
<b>Federal</b>	<b>Description</b>
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
34 CFR 99.30-99.31	FERPA Regulations
U.S. Constitution, Fourth Amendment	Unreasonable search and seizure
<b>Management Resources</b>	<b>Description</b>
CA Office of the Attorney General Publication	<a href="#"><u>Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12 Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025</u></a>
Court Decision	Plyler v. Doe (1982) 457 U.S. 202
Website	<a href="#"><u>California Department of Education, Resources to Include Immigrant Families</u></a>
Website	<a href="#"><u>California Department of Education, LEA Immigration Enforcement Policy Submission</u></a>
Website	<a href="#"><u>California Civil Rights Department</u></a>
Website	<a href="#"><u>CSBA District and County Office of Education Legal Services</u></a>
Website	<a href="#"><u>U.S. Immigration and Customs Enforcement, Online Detainee Locator System</u></a>
Website	<a href="#"><u>U.S. Immigration and Customs Enforcement</u></a>
Website	<a href="#"><u>U.S. Department of Education, Office for Civil Rights</u></a>
Website	<a href="#"><u>CSBA</u></a>
Website	<a href="#"><u>California Office of the Attorney General</u></a>
Website	<a href="#"><u>California Department of Education</u></a>
<b>Cross References</b>	
<b>Code</b>	<b>Description</b>
0410	<a href="#"><u>Nondiscrimination In County Office Programs And Activities</u></a>
1312.3	<a href="#"><u>Uniform Complaint Procedures</u></a>
1312.3-E(1)	<a href="#"><u>Uniform Complaint Procedures</u></a>
1312.3-E(2)	<a href="#"><u>Uniform Complaint Procedures</u></a>
1312.3-E(3)	<a href="#"><u>Uniform Complaint Procedures</u></a>
1340	<a href="#"><u>Access To County Office Records</u></a>
1340	<a href="#"><u>Access To County Office Records</u></a>
3555	<a href="#"><u>Nutrition Program Compliance</u></a>
3555-E(1)	<a href="#"><u>Nutrition Program Compliance</u></a>
5125	<a href="#"><u>Student Records</u></a>
5125	<a href="#"><u>Student Records</u></a>
5125.1	<a href="#"><u>Release Of Directory Information</u></a>
5125.1	<a href="#"><u>Release Of Directory Information</u></a>

5125.1-E(1)	<a href="#"><u>Release Of Directory Information</u></a>
5131.2	<a href="#"><u>Bullying</u></a>
5131.2	<a href="#"><u>Bullying</u></a>
5141	<a href="#"><u>Health Care And Emergencies</u></a>
5141	<a href="#"><u>Health Care And Emergencies</u></a>
5145.3	<a href="#"><u>Nondiscrimination/Harassment</u></a>
5145.3	<a href="#"><u>Nondiscrimination/Harassment</u></a>