

Students

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At each school, the principal or designee shall establish emergency procedures, rules for student conduct, and rules for the safe and appropriate use of school facilities, equipment, and materials, consistent with law, Board policy, and administrative regulation. The rules shall be communicated to students, distributed to parents/guardians, and readily available at the school at all times.

Release of Students

For information related to release of students during an emergency, see AR 3516 - Emergencies and Disaster Preparedness Plan. Students shall be released during the school day only to the custody of an adult who is one of the following:

1. The student's custodial parent/guardian
2. An adult authorized in the district's student information system as an individual to whom the student may be released when the custodial parent/guardian cannot be reached, provided the principal or designee verifies the adult's identity
3. An authorized law enforcement officer acting in accordance with law
4. An adult taking the student to emergency medical care at the request of the principal or designee

Supervision of Students

Teachers shall be present at their respective rooms and shall open them to admit students **in alignment with the collective bargaining agreement**. not less than 30 minutes before the time that school starts. (5 CCR 5570)

Every teacher shall hold students to a strict account for their conduct on the way to and from school, on the playgrounds, and during recess. (Education Code 44807)

The principal or designee shall require all individuals supervising students to remain alert for unauthorized persons and dangerous conditions, and promptly report any unusual incidents to the principal or designee and file a written report as appropriate.

Any certificated or classified employee, or other school official, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, as defined, shall immediately report the threat or perceived threat to law enforcement in accordance with Education Code 49393. (Education Code 49390, 49393)

Threat or perceived threat means any writing or action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to school or a school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the student. It may also include a warning by a parent, student, or other individual. (Education Code 49390)

Additionally, anyone who receives or learns of a health or safety threat related to school or a school activity is encouraged to report the threat to a school or district administrator.

In arranging for appropriate supervision on playgrounds, the principal or designee shall:

1. Clearly identify supervision zones and require all playground supervisors to remain at a location from which they can observe their entire zone of supervision and be observed by students in the supervision zone
2. Consider the size of the playground area, the number of areas that are obstructed from open view, and the age of the students to determine the ratio of playground supervisors to students

At any school where playground supervision is not otherwise provided, the principal or designee shall provide for certificated employees to supervise the conduct and safety, and direct the play, of students who are on school grounds before and after school and during recess and other intermissions. (5 CCR 5552)

The Superintendent or designee shall ensure that teachers, teacher aides,

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playground supervisors, yard aides, and volunteers who supervise students receive training in safety practices and in supervisory techniques that will help prevent problems and resolve conflicts among students. Additionally, all staff and other school officials shall be made aware of their responsibilities regarding the reporting of potential homicidal acts to law enforcement, and receive training in the assessment and reporting of such threats. The training shall be documented and kept on file.

Student Identification Cards and Safety Information

Student identification cards of students in grades 7-12 shall have printed on them the 988 Suicide and Crisis Lifeline, the National Domestic Violence Hotline (1-800-799-7233), and The Trevor Project's LGBTQ+ suicide hotline (1-866-488-7386, or by texting START to 678-678). Additionally, student identification cards of students in grades 7-12 may have printed on them a quick response (QR) code that links to the county's mental health resources website. (Education Code 215.5)

Student Safety Patrols

A school safety patrol shall be composed of students of the school selected by the principal or designee and shall be allowed to serve only with written consent of the students and the student's parents/guardians. Patrol members shall be at least 10 years of age and in the fifth grade. (Education Code 49302; 5 CCR 571)

School safety patrols shall be used only at those locations where the nature of traffic will permit their safe operation. The locations where school safety patrols are used should be determined jointly with the local law enforcement agency. (5 CCR 572)

Patrol members shall be under the supervision and control of the principal or designee and shall receive training in proper procedures, including, but not limited to, the operations specified in 5 CCR 573-574. Whenever on duty, patrol members shall wear the standard uniform required by 5 CCR 576.

Playground Safety

Any new playground or any replacement of equipment or modification of components inside an existing playground shall conform to standards set forth

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by the American Society for Testing and Materials and the guidelines set forth by the U.S. Consumer Product Safety Commission. The Superintendent or designee shall have a playground safety inspector certified by the National Playground Safety Institute conduct an initial inspection to aid compliance with applicable safety standards. (Health and Safety Code 115725)

The Superintendent or designee may permit students to avoid overexposure to sun and extreme weather conditions when they are outdoors and evaluate the adequacy of shade in playground areas in accordance with Board Policy 5141.75 - Weather Safety and Board Policy/Administrative Regulation 6142.7-Physical Education and Activity.

Activities with Safety Risks

Due to concerns about the risk to student safety, the principal or designee shall not permit the following activities on campus or during district-sponsored events unless the activity is properly supervised, students wear protective gear as appropriate, and each participant has insurance coverage:

1. Trampolining
2. Scuba diving
3. Skateboarding or use of scooters
4. In-line or roller skating or use of skate shoes
5. Sailing, boating, or water skiing
6. Cross-country or downhill skiing
7. Motorcycling
8. Target shooting
9. Horseback riding
10. Rodeo

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11. Archery
12. Mountain bicycling
13. Rock climbing
14. Rocketeering
15. Surfing
16. Body Contact Sports
17. Other activities determined by the principal to have a high risk to student safety

Any student who rides a personal transportation device, such as a bicycle, scooter, electric bicycles (e-bikes), and electric scooters (e-scooters) skateboard, or roller skates to school shall follow all laws and regulations regarding proper usage, speed limits, age, licensing, and equipment requirements, including wearing a properly fitted and fastened bicycle helmet. Personal transportation devices that do not meet legal standards for use on public roads or paths may not be permitted on school campuses.

Riding a personal transportation device is not permitted on school campus during the school day. On campus, a personal transportation device should be walked to designated parking areas and secured.

As needed, the Superintendent or designee may periodically provide training or instruction to students on the safe use of electric, motorized or nonmotorized bicycles, scooters, skateboards, and roller skates.

Events In or Around a Swimming Pool

When any on-campus event that is not part of an interscholastic athletic program is sponsored or hosted by the district and is to be held in or around a swimming pool, at least one adult with a valid certification of cardiopulmonary resuscitation training shall be present throughout the duration of the event. (Education Code 35179.6)

Laboratory Safety

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The principal of each school offering laboratory work shall develop procedures for laboratory safety and designate a trained certificated employee to regularly review, update, and implement these procedures.

Students in a laboratory shall be under the supervision of a certificated employee. Students shall be taught laboratory safety, and safety guidelines and procedures shall be posted in science classrooms. Students shall receive continual reminders about general and specific hazards.

Hazardous materials shall be properly used, stored, and disposed of in accordance with law and the district's chemical hygiene plan.

Bloodborne pathogens shall be handled in accordance with the district's exposure control plan.

The district's emergency plan, emergency contact numbers, and first aid supplies shall be readily accessible.

Parents/guardians shall be made aware of the kinds of laboratory activities that will be conducted during the school year.

Hearing Protection

The Superintendent or designee shall monitor students' exposure to excessive noise in classrooms and provide protection as necessary. Additionally, the Superintendent or designee may provide hearing conservation education to teach students ways to protect their hearing.

Eye Safety Devices

The Superintendent or designee shall provide schools with eye safety devices for use whenever students, teachers, or visitors are engaged in or observing an activity or using hazardous substances likely to cause injury to the eyes. Eye safety devices may be sold to students for an amount not to exceed the actual cost to the district. (Education Code 32030, 32031, 32033)

Protection Against Insect Bites

To help protect students against insect bites or stings that may spread disease

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or cause allergic reactions, students shall be allowed to apply insect repellent provided by their parents/guardians, when engaging in outdoor activities. Any application of insect repellent shall occur under the supervision of school personnel, and in accordance with the manufacturer's directions **when engaging in outdoor activities.**

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 Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State

5 CCR 14030

5 CCR 14103

5 CCR 202

5 CCR 350

5 CCR 5552

5 CCR 5570

5 CCR 570-576

Ed. Code 17280-17317

Ed. Code 17365-17374

Ed. Code 17670

Ed. Code 215.5

Ed. Code 32001

Ed. Code 32020

Ed. Code 32030-32034

Ed. Code 32040

Ed. Code 32100

Ed. Code 32225-32226

Ed. Code 32240-32245

Ed. Code 32250-32254

Ed. Code 32280-32289.5

Ed. Code 33355

Ed. Code 35179.6

Ed. Code 38134

Ed. Code 44807

Description

[Preliminary procedure, planning and approval of school facilities](#)

[Authority of the driver](#)

[Exclusion of students with a contagious disease](#)

[Fees not permitted](#)

[Playground supervision](#)

[When school shall be open and teachers present](#)

[School safety patrols](#)

[Field Act; approval of plans and supervision of construction](#)

[Field Act; fitness for occupancy; liability of board members](#)

[Shade structures](#)

[Student identification cards; safety information](#)

[Fire alarms and drills](#)

[School gates; entrances for emergency vehicles](#)

[Eye safety](#)

[Duty to equip school with first aid kit](#)

[Professional boundaries between adults and students; safety of learning environments](#)

[Communication devices in classrooms](#)

[Lead-Safe Schools Protection Act](#)

[CDE School Safety and Security Resource Unit](#)

[School safety plans](#)

[Protocols for extreme weather conditions](#)

[School-sponsored on-campus event in or around swimming pool](#)

[Use of school property](#)

[Teachers' duty concerning conduct of students](#)

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<i>Ed. Code 44808</i>	<u>Exemption from liability when students are not on school property</u>
<i>Ed. Code 44808.5</i>	<u>Permission for high school students to leave school grounds; notice</u>
<i>Ed. Code 45450-45451</i>	<u>Crossing guards</u>
<i>Ed. Code 48900</i>	<u>Grounds for suspension or expulsion</u>
<i>Ed. Code 49300-49307</i>	<u>School safety patrols</u>
<i>Ed. Code 49330-49335</i>	<u>Injurious objects</u>
<i>Ed. Code 49341</i>	<u>Hazardous materials in school science laboratories</u>
<i>Ed. Code 49390-49395</i>	<u>Homicide threats</u>
<i>Ed. Code 51140</i>	<u>Water safety</u>
<i>Ed. Code 51202</i>	<u>Instruction in personal and public health and safety</u>
<i>Ed. Code 51860</i>	<u>Time and facilities for bicycle and scooter safety instruction</u>
<i>Ed. Code 8482-8484.65</i>	<u>After School Education and Safety Program</u>
<i>Fam. Code 6552</i>	<u>Caregiver's authorization affidavit</u>
<i>Gov. Code 810-996.6</i>	<u>California Tort Claims Act</u>
<i>H&S Code 115725-115735</i>	<u>Playground safety</u>
<i>H&S Code 115775-115800</i>	<u>Wooden playground equipment</u>
<i>H&S Code 116046</i>	<u>Issuance of best practices guidelines for K-12 pool safety</u>
<i>Pen. Code 245.6</i>	<u>Hazing</u>
<i>Pen. Code 422.3</i>	<u>Threats to commit crime resulting in death or great bodily injury at daycare or school</u>
<i>Pub. Res. Code 5411</i>	<u>Purchase of playground equipment usable by persons with disabilities</u>
<i>Streets and Highways Code 894</i>	<u>Statewide safety and training programs; electric bicycles</u>
<i>Veh. Code 21100</i>	<u>Rules and regulations; crossing guards</u>
<i>Veh. Code 21212</i>	<u>Use of helmets</u>
<i>Veh. Code 42200</i>	<u>Fines and forfeitures; disposition by cities</u>
<i>Veh. Code 42201</i>	<u>Fines and forfeitures; disposition by counties</u>
<i>Vehicle Code 21201</i>	<u>Rules for operation of bicycle on roadway</u>
Federal	Description
<i>6 USC 665k</i>	<u>Federal Clearinghouse on School Safety Evidence-Based Practices</u>
Management Resources	Description
<i>American Society for Testing and Materials Pub.</i>	<u>ASTM F1 1487-21, Standard Consumer Safety Performance Specification for Playground Equipment for Public Use</u>
<i>CA Office of the Attorney General Publication</i>	<u>School District Legal Obligations to Prevent and Respond to Sexual Harassment, Assault, and Abuse, April 2026</u>

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CA Office of the Attorney General Publication	<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>
California Department of Education Publication	<u>2016 Science Framework</u>
California Department of Education Publication	<u>Science Safety Handbook for California Public Schools, 2014</u>
Court Decision	<u>Dailey v. Los Angeles Unified School District (1970) 2 Cal.3d 741</u>
Court Decision	<u>J.H. v. Los Angeles Unified School District (2010) 183 Cal.App.4th 123</u>
Court Decision	<u>Knight v. Jewett (1992) 3 Cal.4th 296</u>
Court Decision	<u>Lane v. City of Sacramento (2010) 183 Cal. App. 4th. 1337</u>
Court Decision	<u>Kahn v. East Side Union High School District (2003) 31 Cal.4th 990</u>
Court Decision	<u>Hoyem v. Manhattan Beach City School District (1978) 22 Cal. 3d 508</u>
Court Decision	<u>Wiener v. Southcoast Childcare Centers (2004) 32 Cal.4th 1138</u>
State Ed. Tech. Directors Assoc. Pub.	<u>Small Districts, Big Hurdles: Cybersecurity Support for Small, Rural, and Under-resourced School Districts, October 2023</u>
State of California Publication	<u>Protecting Californians From Extreme Heat: A State Action Plan to Build Community Resilience, April 2022</u>
U.S. Consumer Product Safety Comm Publication	<u>Public Playground Safety Handbook, 2015</u>
Website	<u>Government Coordinating Councils</u>
Website	<u>The Trevor Project</u>
Website	<u>988 Suicide and Crisis Lifeline</u>
Website	<u>Vulnerable Road Users</u>
Website	<u>U.S. Department of Education, School Safety and Security</u>
Website	<u>Online e-bike safety and training program</u>
Website	<u>Federal Communications Commission, Schools and Libraries Cybersecurity Pilot Program</u>
Website	<u>Schoolsafety.gov</u>
Website	<u>U.S. Department of Homeland Security, Fusion Centers</u>
Website	<u>California State Threat Assessment System</u>
Website	<u>California Office of Emergency Services</u>
Website	<u>CSBA District and County Office of Education Legal Services</u>

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Website	<u>National Domestic Violence Hotline</u>
Website	<u>National Recreation and Park Association, Certified Playground Safety Inspector Certification</u>
Website	<u>American Society for Testing and Materials</u>
Website	<u>U.S. Consumer Product Safety Commission</u>
Website	<u>U.S. Environmental Protection Agency</u>
Website	<u>California Department of Education, Safe Schools</u>
Website	<u>California Department of Public Health</u>
Website	<u>Centers for Disease Control and Prevention</u>
Website	<u>CSBA</u>

Cross References

Policy	Description
0450	<u>Comprehensive Safety Plan</u>
0450	<u>Comprehensive Safety Plan</u>
1250	<u>Visitors/ Outsiders</u>
1250	<u>Visitors/ Outsiders</u>
1330.1	<u>Joint Use Agreements</u>
1445	<u>Response To Immigration Enforcement</u>
1445	<u>Response To Immigration Enforcement</u>
3260	<u>Fees And Charges</u>
3260	<u>Fees And Charges</u>
3452	<u>Student Activity Funds</u>
3512	<u>Equipment</u>
3512-E(1)	<u>Equipment</u>
3514	<u>Environmental Safety</u>
3514	<u>Environmental Safety</u>
3514.1	<u>Hazardous Substances</u>
3514.1	<u>Hazardous Substances</u>
3515	<u>Campus Security</u>
3515	<u>Campus Security</u>
3515.21	<u>Unmanned Aircraft Systems (Drones)</u>
3515.5	<u>Sex Offender Notification</u>
3515.5	<u>Sex Offender Notification</u>
3516	<u>Emergencies And Disaster Preparedness Plan</u>
3516	<u>Emergencies And Disaster Preparedness Plan</u>
3516.5	<u>Emergency Schedules</u>
3530	<u>Risk Management/ Insurance</u>
3530	<u>Risk Management/ Insurance</u>
4119.21	<u>Professional Standards</u>
4119.21-E(1)	<u>Professional Standards</u>
4119.24	<u>Maintaining Appropriate Adult-Student Interactions</u>
4119.42	<u>Exposure Control Plan For Bloodborne Pathogens</u>
4119.42	<u>Exposure Control Plan For Bloodborne Pathogens</u>

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4119.42-E(1)	<u>Exposure Control Plan For Bloodborne Pathogens</u>
4219.21	<u>Professional Standards</u>
4219.21-E(1)	<u>Professional Standards</u>
4219.24	<u>Maintaining Appropriate Adult-Student Interactions</u>
4219.42	<u>Exposure Control Plan For Bloodborne Pathogens</u>
4219.42	<u>Exposure Control Plan For Bloodborne Pathogens</u>
4219.42-E(1)	<u>Exposure Control Plan For Bloodborne Pathogens</u>
4319.21	<u>Professional Standards</u>
4319.21-E(1)	<u>Professional Standards</u>
4319.24	<u>Maintaining Appropriate Adult-Student Interactions</u>
4319.42	<u>Exposure Control Plan For Bloodborne Pathogens</u>
4319.42	<u>Exposure Control Plan For Bloodborne Pathogens</u>
4319.42-E(1)	<u>Exposure Control Plan For Bloodborne Pathogens</u>
5020	<u>Parent Rights And Responsibilities</u>
5020	<u>Parent Rights And Responsibilities</u>
5021	<u>Noncustodial Parents</u>
5131	<u>Conduct</u>
5131.1	<u>Bus Conduct</u>
5131.1	<u>Bus Conduct</u>
5131.4	<u>Student Disturbances</u>
5131.4	<u>Student Disturbances</u>
5137	<u>Positive School Climate</u>
5138	<u>Conflict Resolution/Peer Mediation</u>
5141	<u>Health Care And Emergencies</u>
5141	<u>Health Care And Emergencies</u>
5141.22	<u>Infectious Diseases</u>
5141.22	<u>Infectious Diseases</u>
5141.23	<u>Asthma Management</u>
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5141.4	<u>Child Abuse Prevention And Reporting</u>
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5141.52	<u>Suicide Prevention</u>
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5141.75	<u>Weather Safety</u>
5142.1	<u>Identification And Reporting Of Missing Children</u>
5142.2	<u>Safe Routes To School Program</u>
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5143	<u>Insurance</u>
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5144	<u>Discipline</u>
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5144.1	<u>Suspension And Expulsion/Due Process</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>
5145.11	<u>Questioning And Apprehension By Law Enforcement</u>

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6142.7	<u>Physical Education And Activity</u>
6142.7	<u>Physical Education And Activity</u>
6142.8	<u>Comprehensive Health Education</u>
6142.8	<u>Comprehensive Health Education</u>
6142.93	<u>Science Instruction</u>
6145.2	<u>Athletic Competition</u>
6145.2	<u>Athletic Competition</u>
6153	<u>School-Sponsored Trips</u>
6153	<u>School-Sponsored Trips</u>
6163.2	<u>Animals At School</u>
6163.2	<u>Animals At School</u>
7110	<u>Facilities Master Plan</u>

Regulation

PASADENA UNIFIED SCHOOL DISTRICT

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