INDEPENDENT SCHOOL DISTRICT 196
Rosemount, Minnesota
Educating, developing, and inspiring our students for lifelong success.

Series Number **506AR** Adopted **February 1977** Revised **October 2026**

Title **Releasing Students from School**

1. **Student Release During the Instructional Day** – A school may release a student to the student's parent, guardian or other person authorized by the parent or guardian, in accordance with the procedures outlined in this regulation.

   1.1 Schools reserve the right to verify the identity of people picking up students.

   1.2 Parents, guardians and other authorized persons shall be informed of these release procedures by the school.

2. **Elementary and Middle School Students** – When a parent, guardian or other authorized person comes to pick up a student during the instructional day, he or she shall come to the school office to "sign out" the student or provide a written notice to the school.

   2.1 The "sign out" or written notice shall include the date and time of release, the student's name, and the signature of the parent, guardian or other authorized person.

   2.2 If an elementary or middle school student will be picked up regularly during the year for a specific purpose, one sign-out note will be sufficient for the entire year.

3. **High School Students –** A high school student must be given permission by a school official to leave during the instructional day. For students under 18 years old, permission from a parent or guardian is required for a school official to authorize a student's release.

4. **Release of Students from Cocurricular Activities –** Parents or guardians of students may pick up their student from a cocurricular event if the parent or guardian has completed and submitted District Procedure 604.1.2P, Release of Liability For Student Transportation To or From Cocurricular Activities (See District Regulation 604.1.2AR, Cocurricular Transportation for more details.)

5. **Custodial and Non-custodial Parents –** A school shall refuse to release a student to a non-custodial parent or other person when there is a court order or other legal documentation on file that clearly limits the custody or visitation rights of that particular person, unless an authorized parent or guardian consents to releasing the student to that person. The custodial parent is responsible for informing the school about any legal restrictions on custody or visitation.

   5.1 In the case of joint custodial agreements, the student may be released to either parent or guardian when a court order does not clearly limit access to the student. Parents and guardians with alternating parenting time schedules are responsible for adhering to their own family schedule.

6 **Student Walkouts and Protests –** District 196 respects students' constitutional right to peaceful assembly and free expression, but protests are not school-sponsored activities. If students leave school during the day to protest, the district is committed to keeping the school environment focused on teaching and learning. Students who choose to leave class to protest are expected to make up all missed work due to their absence. Families are asked to call the school when they know of an upcoming planned protest. Students and their families are advised of the following guidelines concerning student walkouts and protests during the school day:

   6.1 **Elementary school students** are not allowed to leave the school building for a protest unless they are signed out by a parent in person.

6.2 **Middle school students** are allowed to leave school for a protest, but are expected to stay on school grounds unless they are signed out by a parent in person.

6.3 **High school students** are allowed to leave school for a protest, but the school will provide no supervision of high school students who leave school grounds for a protest. Families are encouraged to talk with their children about their family expectations regarding participation in student protests.

6.4 Participation in walkouts and protests is entirely voluntary. No student or adult should coerce, intimidate, degrade or bully an individual who chooses to participate or not participate in a walkout or protest.

6.5 Students who leave school during the school day to participate in a peaceful protest are marked unexcused for the missed portion of the school day. As with other unexcused absences, students are expected to make up missed work.

6.6 The right of free expression brings with it the responsibility to manage expression in a manner that is not disruptive to school. Students who engage in disruptive behavior at school may be subject to disciplinary responses consistent with the district's discipline policies and regulations. School leaders will help ensure that students who leave the building for a peaceful protest do so in an orderly way.

6.7 Teaching and learning will continue for students who remain in class during a student protest.

6.8 School leaders will communicate with families when they become aware of large scale, planned student protests in order to promote family conversations about the role of protest in society and family expectations concerning participation.

References: - Minnesota Statute 518.17, Custody and Support of Children on Judgment
- Minnesota Statute 518.175, Parenting Time