

## **The Village Charter School No. 473**

### **STUDENTS**

**3550P**

#### Removal of Student During School Hours

Schools must exercise a high order of responsibility for the care of students while in School. The removal of a student during the school day may be authorized in accordance with the following procedures:

1. Law enforcement officers, upon proper identification, may remove a student from school as provided in Policy 4410P;
2. Any other agencies must have a written administrative or court order directing the School to give custody to them. Proper identification is required before the student shall be released;
3. A student shall be released to the custodial parent. When in doubt as to custodial rights, School enrollment records must be relied upon, as the parents/guardians have the burden of furnishing the School with accurate, up-to-date information;
4. The School should always check with the custodial parent before releasing the student to a non-custodial parent;
5. Prior written authorization from the custodial parent/guardian is required before releasing a student into someone else's custody, unless an emergency situation justifies a waiver; and
6. Police should be called if a visitor becomes disruptive or abusive.

#### Procedure History:

Promulgated on: April 15, 2021

Revised on:

Reviewed on: