

Release of a Student During the School Day

JBH

(See EBB and EBBD)

Building principals shall only release a student during the school day with a written or verbal request from the student's lawful parent or person acting as a parent.

Before releasing a student during the school day, the building principal shall be responsible for verifying the identity of the person seeking release of the student.

If the principal is not satisfied with the identification provided by the person seeking release of a student or if the safety of student(s), staff member(s), or others would be endangered by orchestrating the student's release from school, the student's release may be refused.

Students shall not be allowed to run personal errands for school employees off school premises during the school day.

Approved:

KASB Recommendation—7/96; 4/07; 12/23

JBH-R Release of a Student During the School Day

JBH-R

At the time of school enrollment and admission, the building principal shall complete the student's permanent record form which will identify the student's legal name and the name, address and telephone number of the student's parents or lawful custodian(s). (See JBC)

Before releasing a student during the school day, the building principal shall be responsible for the verification of the identity of any parent or lawful custodian or any one seeking release of a student.

If the principal is not satisfied with the identification of the person seeking release of a student, he/she may refuse to grant the release.

Approved: 06/14/04