

ANACORTES SCHOOL DISTRICT #103

All other issues are cleared: _____
(Main Office Signature)

OFFICE USE ONLY		
<i>Truancy Records:</i>	<i>Forwarded</i>	<i>Kept</i>
<i>Disciplinary Records:</i>	<i>Forwarded</i>	<i>Kept</i>
<i>Cumulative File:</i>	<i>Forwarded</i>	<i>Kept</i>

Page 1 of 1
Adoption Date: 10/28/99

Policy No. 3124
Students

REMOVAL/RELEASE OF STUDENT DURING SCHOOL HOURS

The board recognizes its responsibility for the proper care and supervision of students during school hours. Students shall not be removed from school grounds, any school building or school function during school hours except by a person duly authorized in accordance with district procedures. Before a student is removed or excused, the person seeking to remove the student must present to the satisfaction of the superintendent or principal evidence of his/her proper authority to remove the student. A teacher should not excuse a student from class to confer with anyone unless the request is approved by the principal. The superintendent is directed to establish procedures for the removal of a student during school hours.

Prior to sending a student home for illness, discipline or a corrective action, the principal shall attempt to reach the student's parent to inform him/her of the school's action and to request that he/she come to the school for the child. If the principal cannot reach the parent, the student shall remain at school until the close of the normal school day. A student may be released to a law enforcement officer in accordance with the district policy.

Cross Reference: Board Policy 3418
4310

Emergency Treatment
Relations with Law Enforcement, Child Protective Agencies
and County Health Department

Legal Reference: RCW 28A.605.010

Removing child from school grounds during school hours —
Procedure



A Lighthouse for Public Education in Our Community:

Ensuring No Child Is Lost Creating Lifelong Learners Inspiring High Achievement Nurturing Responsible Citizenship