

1 **Potomac Elementary**

2

3 **STUDENTS**

3440

4

5 Removal of Student During School Day

6

7 The Board recognizes its responsibility for the proper care of students during a school day. In
8 accordance with District procedures, only a duly authorized person may remove a student from
9 school grounds, any school building, or school function during a school day. A person seeking
10 to remove a student from school must present evidence satisfactory to the Principal of having
11 proper authority to remove the student. A teacher should not excuse a student from class to
12 confer with anyone, unless a request is approved by the Principal. The Principal will establish
13 procedures for removal of a student during a school day.

14

15

16

17 Policy History:

18 Adopted on: December 13, 2010

19 Reviewed on:

20 Revised on: