

1 **Potomac Elementary**

2
3 **STUDENTS**

3440P

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5 Removal of Student During School Day

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

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11 1. Law enforcement officers, upon proper identification, may remove a student from school
12 as provided in Policies 4410 and 4411.
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14 2. Any other agencies must have a written administrative or court order directing the
15 District to give custody to them. However, employees of the Department of Public Health
16 and Human Services may take custody of a student under provisions of § 41-3-301,
17 MCA, without a court order. Proper identification is required before the student shall be
18 released.
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20 3. A student shall be released to the custodial parent. When in doubt as to custodial rights,
21 school enrollment records must be relied upon, as the parents (or guardians) have the
22 burden of furnishing schools with accurate, up-to-date information.
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24 4. The school should always check with the custodial parent before releasing the student to
25 a non-custodial parent.
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27 5. Prior written authorization from the custodial parent or guardian is required before
28 releasing a student into someone else's custody, unless an emergency situation justifies a
29 waiver.
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31 6. Police should be called if a visitor becomes disruptive or abusive.
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35 Cross Reference: 4410 Relations With the Law Enforcement and Child Protective
36 Agencies
37 4411 Investigations and Arrests by Police
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39 Policy History:

40 Adopted on: December 13, 2010

41 Reviewed on:

42 Revised on: