

## STUDENT DISMISSAL PRECAUTIONS

To assure that children are released only for proper reasons and into proper hands, each school shall set up procedures for dismissal, entering and exiting school during the school day and at lunchtime, and establish procedures to approve requests for early dismissal. No staff member shall excuse any student from school prior to the end of the school day without a request for the early dismissal by the student's parents or without contacting the parents prior to releasing the child.

### **Dismissal Precautions for Children of Separated/Divorced Parents**

When the parents of a child are separated, involved in divorce proceedings, or are divorced, the building Principal will comply with the provisions of any court order concerning special restrictions on access to the child during school hours but will not otherwise distinguish between the custodial and non-custodial parent. A copy of any court order containing such restrictions shall be provided to the appropriate administrator at the time any special request is made.

---

#### Legal Ref:

- 20 U.S.C. 1232g(b)(4)(A) Family Educational Rights and Privacy Act
- 45 CFR 99.2 Definition of "Parent"