

STUDENT DISMISSAL PRECAUTIONS

6005

No staff member shall excuse any pupil from school prior to the end of the school day, or into any person's custody, without the direct prior approval and knowledge of the administration or his/her designee.

The student shall be excused before the end of the school day only with a written request from the student's parent/legal guardian and upon approval by the building designee. The student must report to the office at the appropriate time to wait until the adult arrives. The parent/legal guardian or other approved person must come to the office to pick up the student, sign him/her out and may be asked to show proof of identity. This precaution is to protect the interest of the student. Additional precautions may be taken by the school administration as needs arise.

Pupils will be released from the school premises to police officers only when a warrant is issued, except as otherwise provided by law.

Wisconsin Statutes 120.13

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