

Student Dismissal Precautions

1. The enrollment records of the district shall include information regarding the marital status of a student's parents. Such status will be reviewed each year. The parents shall be informed that this information is requested solely to protect their rights as parents/guardians.
2. If a student's parents are divorced or legally separated, district personnel shall require a copy of the legal document pertaining to child custody. If the custody decree is from a state other than Colorado, the decree must indicate that it has been filed with the clerk of any district court in Colorado.
3. The school secretary shall keep a card file easily accessible to the principal to flag the files of students whose parents are divorced or legally separated or have other special custody arrangements.
4. If a person whom the principal does not recognize appears at school requesting the early dismissal of a student, the principal shall ask for identification such as a driver's license.

Approved: November 9, 1993

Revised: November 9, 2010

Swink School District #33, Swink, Colorado