

## RELEASE OF STUDENTS FROM SCHOOL

The Town of Webb Union Free School District shall maintain, for each student of compulsory school age who attends classes or regularly scheduled activities at any District school building, a list of parents and other adults who have the authority to remove the student during the school day and during school classes or activities held other times.

No student may be released from school to anyone other than the parent, guardian or child protective services personnel and law enforcement officers pursuant to law, unless the individual's name seeking release of the student appears on a list provided by the parent or guardian.

These lists shall be provided by the parents, or those in parental relationship, to each student. The District shall presume that both natural parents of a student have the authority to remove their child, and to place names on the list of others who may do so. It shall be the responsibility of a parent to provide a court order or other document to support any demand that the other parent may not remove the child.

No list shall be required for the following groups of students:

1. Releases pursuant to the protective custody provision of the Social Services Law and the Family Court Act;
2. All students, in cases of emergency as determined in the sole discretion of the Principal, or designee, deems to exist.

Parents are urged to make appointments with physicians, dentists, special tutors, etc., after school hours. If a request is necessary, parents should make note of the date, time and reason for the release. Children cannot be excused without advanced written request by parent/guardian, and must be released in care of parent/guardian, unless otherwise noted except in case of a bona fide emergency as verified by the principal or his/her designee.

A student may be released to either parent unless a custodial parent supplies the Superintendent of Schools with a certified copy of a court order or divorce decree to the contrary.

The Superintendent shall develop procedures to enable parents and guardians to amend the list of persons authorized to obtain the release of their children.

APPROVED: Board of Education  
March 17, 1992

REVISED: September 21, 1993  
November 4, 2003