

STUDENT DISMISSAL PRECAUTIONS

Students in any school, grade, or class may not be dismissed before the regular hour of dismissal except with the approval of the superintendent or designee.

A teacher may not permit any individual student to leave school prior to the regular hour of dismissal except with permission of the principal.

No student will be permitted to leave school prior to the dismissal hour in the company of anyone other than a school employee unless the permission of the custodial parent /guardian has been first secured. Custodial orders regarding access to students are not binding upon the school unless a certified copy of the order has been provided to the school.

The Montrose School District is also responsible for student when participating in school activities held at a location other than within the Montrose School District. Therefore, students participating in a school activity held at a location other than within the Montrose School District must return to the school on the school provided transportation unless:

1. The student presents to the coach/advisor the day before the activity a note signed and dated by the student's parent/guardian requesting that the student be allowed to ride home after the activity with the parent/guardian or other specifically identified adult. If the coach, advisor, principal, or superintendent speaks by phone or in person with the parent/guardian, the coach/advisor may allow the student to leave with a specified adult. Any such arrangement shall be documented by the coach/advisor noting the time, place and circumstances of the arrangement. This prior authorization shall be required even if the student is 18 years old if the 18 year old student has surrendered this right in writing on file with the school.

2. At the conclusion of the activity the coach or advisor shall not authorize the departure of the student to the adult specified in the prior authorization unless the coach/advisor meets the specified adult after the activity and the specified adult "signs out" the student.

3. Under no circumstances shall the coach or advisor authorize the student to leave with anyone other than the adult specified in the prior parent/guardian authorization.

4. In no case shall the coach/advisor authorize the student to leave with the specified adult if in the opinion of the coach/advisor that the specified adult may be under the influence of alcohol or illegal drugs. The coach/advisor shall immediately contact law enforcement should the specified adult become disruptive/argumentative as a result of the coach's/advisor's decision to not release the student to the adult as a result of the coach/advisor having reasonable cause to suspect that the adult is under the influence of alcohol or illegal drug.

5. If the student is to be dropped off by the school at a location other than the school, the student must present to the coach/advisor the day of the activity prior to the student/team/group leaving school for the activity a note signed and dated by the student's parent/guardian or the coach, advisor, principal, or superintendent has received a phone call from the parent/guardian requesting that the student be allowed to depart the bus at a location other than the school. This prior authorization shall be required even if the student is 18 years old if the 18 year old student has surrendered this right in writing on file with the school. If the student is to depart the school bus at a location other than the school in order to drive home, the

coach/advisor shall require the bus driver to remain at the location of the student's vehicle until the student's vehicle has started and left.

Adoption date: December 9, 1985

Reviewed _____

Amended: 2007, 2014