JOSEPH CITY UNIFIED SCHOOL DISTRICT NO. 2

JLDB-EC RESTRAINT DOCUMENTATION: NOTIFICATION TO PARENT/GUARDIAN, Exhibit

First read, October 13, 2026. For adoption November 10, 2026.

Seclusion is prohibited in this district. If seclusion nonetheless occurs, it is documented on this form and reported to the Superintendent as a policy violation.

This form records (1) the same-day oral or written notice to the parent/guardian, or notice within twenty-four (24) hours if circumstances prevented same-day notice, and (2) delivery of written documentation to the parent/guardian within three school days. It is kept with Exhibit JLDB-EB.

Student: _____ Student ID: _____

School: _____ Date of incident: ____/____/_____ Time: _____ a.m./p.m.

Part 1. Same-Day Notice (Oral or Written)

Notice is given the same day the incident occurred. If circumstances prevent same-day notice, a good faith effort continues and notice is given within twenty-four (24) hours after the incident. If the parent cannot be reached by telephone or in person, written notice is sent by email, text or letter within the twenty-four hours.

Attempts to reach the parent/guardian:

Attempt 1: Date ____/____/_____ Time _____ a.m./p.m. Method: [ ] Phone [ ] In person [ ] Email [ ] Text Result: _____

Attempt 2: Date ____/____/_____ Time _____ a.m./p.m. Method: [ ] Phone [ ] In person [ ] Email [ ] Text Result: _____

Attempt 3: Date ____/____/_____ Time _____ a.m./p.m. Method: [ ] Phone [ ] In person [ ] Email [ ] Text Result: _____

Notice given:

Date: ____/____/_____ Time: _____ a.m./p.m.

[ ] Given the same day as the incident

[ ] Circumstances prevented same-day notice; given within twenty-four (24) hours. Reason: _____

Method: [ ] Oral, by phone [ ] Oral, in person [ ] Written, email to: _____ [ ] Written, text to: _____ [ ] Written, letter

Name of parent/guardian receiving notice: _____

Person providing notice: _____ Position: _____

Part 2. Written Documentation (Within Three School Days)

A copy of the completed Exhibit JLDB-EB is provided to the parent/guardian. It includes any persons, locations or activities that may have triggered the behavior, if known; specific information about the behavior and its precursors; the type of restraint used; and the duration of its use.

Date provided: ____/____/_____ (no later than the third school day after the incident)

Method of delivery:

[ ] Hand delivered. Parent/guardian signature: _____

[ ] Mailed: [ ] First class mail with certificate of mailing [ ] Certified mail, return receipt requested

[ ] Emailed to: _____ (keep proof of electronic delivery)

Name of parent/guardian receiving documentation: _____

Person providing documentation: _____ Position: _____

Principal Confirmation

[ ] Same-day or twenty-four (24) hour notice completed and recorded above.

[ ] Written documentation delivered within three school days.

Principal (or designee): _____ Date: ____/____/_____