



*Hastings Public School District  
ISD #200*

## **503.1PR STUDENT ATTENDANCE PROCEDURE**

### **I. Releasing Children from School to Parent or Legal Guardian**

- A. No child should be released from school to any person other than the parent or legal guardian (or police, probation parole officer, or duly authorized representatives of the County Human Services Department) unless the school has reasonable proof that the parent has custody or the guardian has given permission for such release.
- B. In the event that the parents are legally separated, the school should release the child only with the consent of the parent having custody.
- C. When a parent or legal guardian telephones a request that a child be released from school, the school should verify the call before releasing the child, should there be a question as to the validity of the request.
- D. Verification can be accomplished by returning the call to the parent or legal guardian by using the other telephone numbers listed on the emergency referral card or other documents.

*Revised: 11.15.2006*

*Adopted: 05.09.1974*

*Sunset: 09.25.2024*