

Book	Policy Manual
Section	POLICIES FOR BOARD APPROVAL - VOL. 37, NO. 2 - APRIL 2025
Title	Copy of New Policy - Volume 37, No. 2 - April 2025 - INVESTIGATIONS BY THE DEPARTMENT OF CHILD SERVICES (DCS)
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New Policy - Volume 37, No. 2 - April 2025

5540.01 - INVESTIGATIONS BY THE DEPARTMENT OF CHILD SERVICES

The School Board is committed to protecting students from individuals not associated with the School Corporation seeking access to students at school but also recognizes its responsibility to comply with the law regarding access to the school premises and its students by the Department of Child Services (DCS).

When DCS requests permission to interview a student at school, the Principal shall attempt to inform the student's parents unless directed not to do so by the DCS representative and/or request that the DCS representative inform the student's parents unless one or both of the parents is/are the target of the investigation.

When DCS states a legitimate purpose for questioning or examining a student while the student is entrusted to the Corporation, such as exigent circumstances as defined by State law, the Principal shall be present throughout the proceedings unless ordered not to be present by a DCS representative or a court of law. The Principal shall not interfere with the interview or examination if present during the interview or examination but shall only observe.

If the DCS makes a request to interview a student at school alone, this request will be granted only under the following circumstances:

- A. the DCS employee presents their official credentials as a DCS caseworker or other proof of employment with the DCS upon arrival at the school; and
- B. the DCS employee produces a written statement that the DCS "has parental consent or a court order, or exigent circumstances exist as defined by I.C. 31-9-2-44.1 to interview _____ **[insert child's name]**." This statement shall not disclose any of the facts of the allegations or evidence and may be transmitted to the Corporation electronically.

If a written statement is produced or emailed regarding the need for a DCS employee to interview a student at school, this statement shall not be maintained in the student's file, and the Corporation shall protect the student and the student's family's confidentiality regarding the written statement and the DCS interview.

Except in the case of an emergency or where DCS has a warrant, all DCS representatives must follow the procedures for school visitors as established by the Superintendent pursuant to po9150 – School Visitors and any administrative guidelines

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Legal	I.C. 31-9-2-44.1
	I.C. 31-33-8