

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 - THE SCHOOLS AND GOVERNMENTAL AGENCIES
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New Policy - Volume 37, No. 2 - April 2025

5540.02 - THE SCHOOLS AND GOVERNMENTAL AGENCIES

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 Federal, State, and local governmental agencies. **[NOTE: This policy does not apply to investigations by law enforcement agencies, including the U.S. Immigration and Customs Enforcement (ICE). Rather, PO 5540 – The Schools and Law Enforcement Agencies applies to law enforcement investigations on Corporation property. Likewise, this policy does not apply to investigations by the Department of Child Services (DCS). Rather, PO 5540.01 – Investigations by the Department of Child Services (DCS) applies to DCS investigations on Corporation property.]**

Access to a student's education records shall not be provided to a governmental agency unless the agency representative produces a court order requiring access or one of the exceptions contained in 34 C.F.R. 99.31 applies. School administration must comply with PO 8330 – Student Records with respect to providing access and maintaining records of access to a student's education records by a governmental agency.

When a governmental agency requests permission to interrogate a student at school, the principal or designee shall attempt to inform the student's parents, unless directed not to do so by the representative of the agency and/or request that the agency inform a parent unless the parent is the target of the investigation.

When the governmental agency states a legitimate purpose for questioning or examining a student while the student is entrusted to the Corporation, the Principal shall be present throughout the proceedings, unless ordered not to be present by a representative of the governmental agency or a court of law. The Principal shall not interfere with the interview or examination if present during the interview or examination.

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

- A. the employee of the governmental agency presents their official credentials or other proof of employment with the governmental agency upon arrival at the school; and
- B. the employee of the governmental agency provides written parental consent or a court order to interview a student at school.

If written parental consent or a court order is provided to the Corporation for an employee of a governmental agency to interview a student at school, it shall be maintained in the student's file in compliance with po8330 – Student Records.

Except in the case of an emergency or where the governmental agency has a warrant, all governmental agency employees 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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