

**STUDENT PROTECTION**

**POLICY:**

To ensure the protection and safety of each student from unauthorized removal from the school campus during school hours, the Lake Stevens School District's Board of Directors have established the following procedures:

1. Students in grades K-8 will be released from attendance during school hours only to parents, guardians having legal custody, or persons having authorization from parents or legal guardians.
2. Authorization for someone other than parent or guardian to take the child from school premises shall be made in writing by the parent or guardian. Telephone authorization may be accepted if the principal can verify the authenticity of the verbal message.
3. Students in grades 9-12 may be released from attendance during school hours by their signature with administrative approval or at the request of parents or legal guardians.