

REQUESTS/WARRANTS FROM IMMIGRATION AND CUSTOMS ENFORCEMENT (ICE)

Requests to Access to Students on Campus

The Board of Education considers the presence of Immigration Officials (ICE) or their Representatives on a school site to be disruptive to the educational setting and potentially damaging to the emotional well-being of our students and staff alike. Therefore, any Immigration Officials (ICE) or Representatives intending to enter an OUHSD school should first notify the Superintendent, or appointed designee in the Superintendent's absence, of its intention, with adequate notice so that the District can 1) allow the Superintendent and Legal Counsel an opportunity to review the request or warrant to determine whether said warrant is valid, if the circumstances for its delivery exigent, and if access will be approved, and may 2) allow sufficient time for the District to provide for the emotional and physical safety of its students and staff.

Immigration Officials (ICE) or Representatives that contact a school site directly shall be asked to proceed to the OUHSD District Office, located at 309 S. K Street in Oxnard to seek approval for access to the school site from the Superintendent, or appointed designee in the Superintendent's absence. Immigration Officials (ICE) or their Representatives that do not agree to go to the OUHSD District Office shall be directed to remain in the main office of the school, in a private office (out of public view), while the Superintendent and Legal Counsel review the request or warrant.

At a minimum, Immigration Officials (ICE) or Representatives shall be expected to comply with the Department of Homeland Security's applicable regulations and limitations regarding access to schools or students, which state that immigration enforcement activities will not be conducted at any sensitive locations, such as schools, which includes education-related activities or events, or bus stops when children are present, and may only take place at a school *when prior approval is obtained from an appropriate supervisory official*, unless there are exigent circumstances.

Requests to Access to Records or Information

A student's birthplace is not required for enrollment purposes. If a parent or student voluntarily shares information or documents that reveal citizenship status, the school shall refrain from recording or maintaining any information about such status in any written student records. Schools and district personnel shall take immediate action to remove any information regarding immigration status of any student or parent/guardian.

The Family Education Rights and Privacy Act (20 USC 1232g) requires school districts to carefully protect the privacy of student records. Disclosure of student records absent a written parent consent may result in a violation of the Family Education Rights and Privacy Act (20 USC 1232g). Therefore, all requests or court orders from Immigration Officials (ICE) or their Representatives for student records, *or any other information*, shall be forwarded to the Superintendent, or appointed designee in the Superintendent's absence, for review by Legal Counsel.