

**4.16 RELEASE OF STUDENT DURING SCHOOL DAY**

Release of students during the school day is permissive providing the student:

- A. Has written permission from his parent(s)/guardian(s), approved by the principal.
- B. Has written permission from the principal or someone designated by the principal.

Principals should advise students, parents/guardians, physicians, and dentists that appointments with students during class time should only be made in cases of emergency. In such cases, students should be excused provided written permission from the parent is submitted.

- C. In the event the parent(s)/guardian(s) of an enrolled child are divorced or separated, and the principal is aware of this circumstance, the principal should advise the parent/guardian who has legal custody of the child, that release of the child during the school day will not be permitted unless the parent/guardian with legal custody permits such release in writing.

If, under the divorced/separated condition, a legal custody award has not been ordered by a court of competent jurisdiction, the principal should advise the parent/guardian who has physical custody at the time of enrollment of the child into the present school years that the child may ~~will not~~ be released without that parent's/guardian's written permission.

Any teacher or other school employee who is confronted with a request from a parent/guardian for release of his/her child under circumstances, which seem to indicate a divorced/separated situation shall refer the matter to the office of the principal for resolution. Except in unusual circumstances, the school area will not be used by a divorced/separated parent/guardian for the exercise of his/her visitation privileges which is granted under a separation agreement or court order.

(Ref. F.S. 1001.43) (Adopted: 01/08/81, 00/00/00)