

**TRINITY LUTHERAN CHURCH
BOARD OF CHRISTIAN SCHOOL POLICY MANUAL**

Non-custodial Request to Visit Student

Initial Adoption Date: 10-4-03

IA Code #:

Date of Last Review:

Date of Last Revision:

At no time will any person come into the school and request a student be taken out of class to speak with them, without written permission from that child's parent/guardian, or permission from the principal.

There may be circumstances that will not require a parental permission. These situations will require permission from the principal. These include, but are not limited to:

1. Department of Human Services processing a complaint.
2. Police Officer needing to do further questioning/follow up to an investigation.
3. Level II Investigator follow- up.

Any person wishing to speak with a child in this manner must present proper identification.

In the event that a child is taken from the room, that child may not be interviewed without the principal present.

If the principal is not available, the person requesting the visit must return another day.