Central Office
PO Box 2470
Julian, CA 92036
760-765-5500
www.jcs-inc.org

Immigration Enforcement on School Sites – SB 98 Procedures

Authority: Education Code 234.7; Senate Bill 98

Applicability: All School Sites and Programs

Posting Requirement: Public Website

Purpose

These procedures are established to ensure that all students can attend school in a safe, welcoming, and inclusive environment and to provide clear guidance regarding how JCS responds to immigration enforcement actions involving school sites, students, or student records.

These procedures are intended to protect student rights, promote transparency, and ensure consistent, lawful responses by staff, while maintaining JCS's focus on student learning and well-being.

General Principles

- Schools are considered sensitive locations, and immigration enforcement activities are limited by law.
- JCS does not solicit, collect, or maintain information regarding the immigration status of students or their families.
- Student records and information are protected under state and federal law and shall not be disclosed without proper legal authority.
- All interactions with immigration enforcement officials shall be handled by designated administrators.

Procedures for Immigration Enforcement Requests

1. Requests for Student or Family Information

School staff shall not provide student or family information for immigration enforcement purposes unless required by law.

Upon receiving any verbal or written request for information related to a student's or family's immigration or citizenship status:

- Staff shall immediately notify the Principal or designee.

- No information shall be disclosed without parental/guardian consent, a court order, or a judicial subpoena.
- The request shall be documented.
- Parents/guardians shall be notified of the request when legally permitted.

2. Requests for Access to School Sites or Students

If an immigration enforcement officer requests access to a school site or to a student:

- The officer shall be directed to the Principal or designee.
- Staff shall request official credentials and documentation authorizing access.
- Access shall not be granted unless the officer presents:
    - A valid judicial warrant signed by a judge or magistrate, or
    - A valid court order.

Administrative warrants issued by immigration agencies alone do not authorize access to school sites or students.

If an officer asserts exigent circumstances requiring immediate action, staff shall comply with lawful orders and immediately contact the Superintendent or designee.

3. Parent/Guardian Notification

When legally permitted:

- Parents/guardians shall be notified promptly if immigration enforcement requests or gains access to a student or school site.
- Notifications shall be provided in a language understood by the parent/guardian whenever feasible.

4. Community Notification

When appropriate and legally permitted, the Superintendent or designee may provide general notification to the school community regarding immigration enforcement activity involving a school site or school-sponsored activity, provided that:

- No personally identifiable student information is disclosed.
- Student and family safety and privacy are protected.

Staff Training

JCS shall provide training to appropriate staff regarding:

- Student rights related to immigration enforcement
- Staff responsibilities and limitations
- Proper implementation of these procedures

Posting and Accessibility

These procedures shall be:

- Posted on JCS's public website
- Made available in languages commonly spoken by families served by JCS
- Provided in alternative formats upon request to ensure accessibility

Questions or Additional Information

Families with questions regarding these procedures may contact their school's principal.