

# LAUSD CAMPUSES AS SANCTUARIES & SAFE ZONES

In 2020 and then again in 2023, UTLA members' solidarity on immigration issues was reflected in our Common Good bargaining wins. Additionally, it is important that all district employees are well acquainted with district policy and federal law if immigration enforcement were attempted on LAUSD campuses or property.

- The Board of Education unanimously passed the “**Sanctuary and Safe Zone for Families Threatened by Immigration Enforcement**” resolution (Res-034-24/25).
- Policy guidance **REF-6767.3** was issued to provide process and procedures to follow if immigration officials were to request access to schools, students, or student records.
- All children regardless of immigration status have a right to a free public education according to the 1982 U.S. Supreme Court decision *Plyler v. Doe*.

## **Can immigration officials or local law enforcement acting as immigration officials conduct raids at schools? [1]**

- There is no law that obligates a public school to assist immigration officials in an enforcement action, including, but not limited to, an effort to screen students at a school to identify who may be undocumented.
- ~~At present, federal immigration policy is to avoid conducting immigration enforcement activities in sensitive/protected areas, including schools, under most circumstances. This may change under a new presidential administration.~~

## **What power does LAUSD have if the federal government requests information of a student or parent for the purposes of immigration enforcement? [1]**

- In general, the Family Education Rights and Privacy Act of 1974 (FERPA) requires that schools withhold information that could identify students to third parties, including federal immigration officials.
- Furthermore, FERPA prohibits schools from disclosing personally identifiable information in a student's education records without parental consent or a subpoena. Even if presented with a subpoena, LAUSD personnel should consult with the Region Administrator of Operations (AOO) and LAUSD Office of the General Counsel to determine the validity and enforceability of the subpoena before disclosing any information.
- Schools are not required to and should not inquire about or keep records on the immigration status of students and/or their family members.

## **COLLECTING AND RETAINING STUDENT INFORMATION (REF-6767.3)**

LAUSD personnel shall not inquire specifically about a student's citizenship or immigration status or the citizenship or immigration status of a student's parents or guardians.

## **COMMUNICATION DURING NON-SCHOOL HOURS (REF-6767.3)**

If an Immigration and Customs Enforcement (ICE) agent is on-site during non-school hours (weekdays or weekends) conducting official ICE business, the administrator/designee on campus should immediately call the AOO. Examples of activities or locations in which ICE agents may come to a district site during non-school hours include, but are not limited to, Early Education Programs, Youth Service Programs, athletic events, parent conferences, school dances, etc. If a school administrator/designee is not on site, notify your Region AOO and they will coordinate further notifications and assist involved staff with providing support to the school.

## **RESPONDING TO DETENTION/DEPORTATION OF A STUDENT'S FAMILY MEMBER (REF-6767.3)**

In the event a student's parent/guardian has been detained or deported by federal immigration authorities, LAUSD shall use the student's emergency card contact information and release the student to the person(s) designated as emergency contact. Alternatively, LAUSD shall release the student into the custody of an individual who presents a Caregiver's Authorization Affidavit on behalf of the student. LAUSD shall only contact Child Protective Services if LAUSD personnel are unsuccessful in arranging for the timely care of the child through the emergency contact information that the school has, a Caregiver's Authorization Affidavit, or other information or instructions conveyed by the parent or guardian.

[1] Fair Immigration Reform Movement [https://unidosus.org/wp-content/uploads/2021/07/firm\\_resourcesforeducators.pdf](https://unidosus.org/wp-content/uploads/2021/07/firm_resourcesforeducators.pdf)

**School Administrator/Designee MUST complete the following tasks if ICE agents or other federal immigration officials come on campus for any reason.**



**SCHOOL SITE NOTIFICATION CHECKLIST**  
**Responsibilities of School Administrator/Designee**

**IMMIGRATION AND CUSTOMS ENFORCEMENT (ICE) REQUESTS ACCESS TO SCHOOL SITE**

A School Administrator/Designee must complete the following tasks if ICE agents or other federal immigration officials come on campus for any reason:

- 1. IMMEDIATELY NOTIFY**  
 Region Administrator of Operations (Region AOO) \_\_\_\_\_  
 Los Angeles School Police Department (LASPD) Watch Commander (213) 625-6631
- 2. REQUEST THE NAME AND BADGE NUMBER** of the ICE agent or federal immigration official or designee, phone number of the agent's supervisor and purpose of the visit
- 3. OBTAIN ANY DOCUMENTATION FROM THE AGENT** (e.g., subpoena; search warrant) make copies of the documentation and send to Region Administrator of Operations who will forward to the Office of the General Counsel
- 4. ADVISE THE AGENT** that prior to proceeding with their request, and absent exigent circumstances, notifications and direction from specific District offices must take place
- 5. WAIT FOR FURTHER DIRECTION AND ADVICE** from the Region Administrator of Operations to appropriately respond to the ICE agent request
- 6. ACTIVATE THE SCHOOL SITE CRISIS TEAM** as needed (Attachment C)
- 7. CREATE ISTAR INCIDENT REPORT**, as soon as practicable: Indicate incident type as on or off campus activity. In the Issue Type tab, select Law Enforcement Activity, sub-category *Immigration and Customs Enforcement (ICE) Inquiry/Investigation*
- 8. OBTAIN ADDITIONAL GUIDANCE FROM REGION AOO** on any necessary notification to parents/ caregiver of the student who may be the focus of the ICE inquiry

**ICE RUMORED OR VERIFIED IN COMMUNITY**

If ICE agents or other federal immigration officials/designee are rumored or verified to be in the community, and this information may have an impact on school operations or students attending school, the School Administrator/Designee shall do the following:

- 1. IMMEDIATELY NOTIFY YOUR REGION ADMINISTRATOR OF OPERATIONS** \_\_\_\_\_  
for further guidance and direction

**Exigent Circumstances**

Include, but are not limited to:

- National security/terrorism
- Imminent risk of death, violence, or physical harm to any person
- Fresh pursuit of dangerous felon
- Protection of evidence in a criminal case

**NOTE:**

Should an agent declare that exigent circumstances exist and demand immediate access to the campus, administrators should comply with the order of ICE or federal immigration official and immediately contact the Region AOO and LASPD Watch Commander.

**Referenced Memos &  
More Resources**

