

Henderson County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Release During School Hours	Descriptor Code: 6.208	Issued Date: 03/19/09
		Rescinds: 6.208	Issued: 06/10/99

1 The following procedure will be observed with regard to dismissal of students:
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- 3 1. No student will leave school prior to regular dismissal hours, except with the approval of the
4 principal/designee and parent. Elementary students will be permitted to leave school prior to
5 regular dismissal time only in the company of a parent, legal guardian, school employee, police
6 officer, court officer, or a person designated in writing by the parent(s).
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- 8 2. No student will be sent from the school during school hours to perform an errand or act as a
9 messenger.
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- 11 3. When dental and medical appointments cannot be scheduled outside school hours, parent(s) must
12 send a written request for dismissal or call for the student in person.
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- 14 4. Children will be released only upon the request of the parent whom the court holds directly
15 responsible for the child, or who is the parent or guardian registered on the school record.
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- 17 5. No principal or teacher shall permit a change in the physical custody of a child at school un-
18 less:
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 - 20 (a) The person seeking custody of the child presents the school official with a certified copy
21 of a valid court order from a Tennessee court designating the person who has custody of
22 the child; and
 - 23 (b) The person seeking custody gives the school official three (3) days advance notice of his/
24 her intent to take custody of the child at school.²
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- 26 6. High school students may be released for jobs and approved training at centers outside their
27 home schools under regulations approved by the Board.¹
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38 Legal References:

- 39 1. TRR/MS 0520-1-7-03
- 40 2. TCA 36-6-105