

When a student who is a registered sex offender enrolls or when the principal is notified a current student has been registered as a sex offender, the principal and/or designee shall immediately convene a meeting to include a counselor/social worker, administrator, parent, juvenile court representative, and other persons identified as supports for the student. The purpose of this meeting is to:

1. Share relevant information regarding risk of the student attending with same age peers.
2. Determination of appropriateness of school placement and any recommendation for alternative placements such as day treatment, special education placements, alternative school, etc.
3. Development of a safety plan to minimize risk, protect the student and others, and communication of concerns with parents, court, and therapists.

If the team determines that the student is not safe to attend school, the Assistant Superintendent/Director of Student Services and, if appropriate, the Director of Special Services should be immediately notified.

Upon initial enrollment or identification by the courts of sex offender status, the principal must:

1. Immediately inform the Assistant Superintendent and the Director of Student Services.
2. Maintain the original notification from the court and any related information in a confidential file separate from the cumulative record.
3. Direct the Data Manager to put an alert in the Student Information System under the Other Information tab> Other Alerts > with text, *Upon transfer or withdrawal, notify Assistant Superintendent and Director of Student Services.*
4. Upon notification of transfer/withdrawal, the Assistant Superintendent and/or the Director of Student Services will contact the principal of the receiving Buncombe County School to ensure the transfer of the safety plan and initial notification of sex offender status.
5. The receiving school will convene a meeting with appropriate personnel to determine if safety plan can be implemented as written or revisions are needed.

Cross Reference: Student Sex Offenders, Policy 4260

Submitted for Information: August 14, 2014