

West Contra Costa Unified School District

Protocols & Resources for Responding to Immigration Issues

WCCUSD Board of Education Meeting
February, 12, 2025



Topics Covered in this Presentation

- ❑ Know Your Educational Rights
- ❑ WCCUSD Response to Immigration Enforcement by ICE at Schools
- ❑ Supports for Documented, Undocumented, and Mixed-status Immigrant Families
- ❑ Families Response if Immigration Activity Happens at Schools
- ❑ Know Your Rights
- ❑ Staff Guidance at Schools
- ❑ Questions



Know Your Educational Rights

All children have a right to equal access to free public education, regardless of their or their parents'/guardians' immigration status.

All children in California:

- Have the right to a free public education.
- Must be enrolled in school if they are between 6 and 18 years old.
- Have the right to attend safe, secure, and peaceful schools.
- Have a right to be in a public school learning environment free from discrimination, harassment, bullying, violence, and intimidation.
- Have equal opportunity to participate in any program or activity offered by the school without discrimination.

English:

[Immigration-Enforcement Actions at California Schools Guide for Students and Families](#)

Spanish:

[Immigration-Enforcement Actions at California Schools Guide for Students and Families](#)

KNOW YOUR EDUCATIONAL RIGHTS

YOUR CHILD HAS THE RIGHT TO A FREE PUBLIC EDUCATION

- All children have a right to equal access to free public education, regardless of their or their parents'/guardians' immigration status.
- All children in California:
 - Have the right to a free public education.
 - Must be enrolled in school if they are between 6 and 18 years old.
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INFORMATION REQUIRED FOR SCHOOL ENROLLMENT

- Schools must accept a variety of documents from the student's parent or guardian to demonstrate proof of child's age or residency and schools are not required to keep a copy of the document used as proof of a child's age.
- Information about citizenship/immigration status is never needed for school enrollment. A Social Security number is never needed for school enrollment.

CONFIDENTIALITY OF PERSONAL INFORMATION

- Federal and state laws protect student education records and personal information. These laws generally require that schools get written consent from parents or guardians before releasing student information, unless the release of information is for educational purposes, is already public, or is in response to a court order or subpoena.
- Some schools collect and provide publicly basic student "directory information." If so, the school district must provide parents'/guardians with written notice of the directory information policy, and provide the option to refuse release of your child's information.

FAMILY SAFETY PLANS IF YOU ARE DETAINED OR DEPORTED

- You can update your child's emergency contact information, including secondary contacts, to identify a trusted adult guardian who can care for your child if you are detained or deported.
- You can complete a Caregiver's Authorization Affidavit or a Petition for Appointment of Temporary Guardian of the Person to give a trusted adult the authority to make educational and medical decisions for your child.



WCCUSD Response to Immigration Enforcement by ICE at Schools

WCCUSD stands with our students, families, and staff during these challenging times and is committed to doing everything possible to ensure schools are safe and inclusive for all students and families. Our schools have a response plan on what to do if there is Immigration Customs Enforcement (ICE) activity on or near a school.

Although we expect that it is very unlikely that ICE would come onto a school campus we do want to be prepared in the event that these action occur.



Supports for Documented, Undocumented, and Mixed-status Immigrant Families

- Families can take very important steps now to prepare for an emergency situation. The following precautions can help you and your family prepare for ICE activity.
 - Update **PowerSchool**: Make sure you have provided the most up-to-date information on your school's emergency card, including family members and trusted friends who could potentially pick a child up from school.
 - Complete a **family preparedness plan** and contact sheets that you can find easily at home. Find the forms in multiple languages here: [English](#) | [Spanish](#) | [Chinese](#)
 - Save key phone numbers: your school's main office and afterschool providers
 - Connect with Immigration legal providers like Stand Together Contra Costa which provides rapid response and immigration legal services in Contra Costa County by calling (925) 900-5151 or visiting www.standtogethercontracosta.org



Families Response if Immigration Activity Happens at or Near Schools

- Take precautions to stay safe. If ICE activity does occur at a WCCUSD school, remember that the school is directed to follow protocols ([English](#), [Spanish](#)).
- If you are concerned about your ability to drop off or pick up your student at school, call the main office at school or afterschool provider to make arrangements.
- Report suspected ICE action to Stand Together Contra Costa: (925) 900-5151 The Stand Together Hotline is prepared to respond to any reports of ICE law enforcement in Contra Costa County as well as answer questions about legal rights and provide referral to legal support services.



Know Your Rights

- **Learn your rights:** Regardless of immigration status, all people have certain rights and protections under the U.S. Constitution. Know your rights by printing [red cards](#) from the Immigrant Legal Resource Center or these flyers ([English](#) / [Spanish](#)). These can be kept in your wallet and other places as a reminder.
- **Attend a Know Your Rights Training:** Reimagine Richmond offers Know Your Rights Training in English and Spanish. Please check their website for more details: www.reimaginerichmond.org.
- If your child goes to an afterschool program, have the contact information written down.



Staff Guidance at Schools

- ICE Contact or Attempted Contact on Campus
- ICE Information Requests
- District Protocol Support Team

WCCUSD IMMIGRATION GUIDANCE & COMMUNIQUE

DISTRICT PROTOCOLS FOR EMERGENCY RESPONSE TO ICE (Immigration & Customs Enforcement)

- **ICE Contact or Attempted Contact on Campus**
 - If staff, parents, teachers, or students are contacted directly by ICE - immediately refer ICE agents to the school Principal (or Designated Secondary Responder) to activate district response protocol ([English](#), [Spanish](#)).
- **ICE Information Requests**
 - ALL staff are directed to NOT provide information about individual students, families, or employees regardless of the reason given and unless directed to by the District's Legal Counsel. Legal counsel will be contacted by the Superintendent, or designee, to provide direction in the event of subpoenas presented to the district.
- **District Protocol Support Team**
 - The Superintendent and members of the Superintendent's Cabinet have designated roles of support in the event of ICE activity. Immediate support will be provided to school sites if sites are contacted or visited by ICE.
- **In the Unlikely Event that ICE Comes to a School Site**
 - ICE officers may present a warrant, subpoena, or legal document to the school site. Whether or not they do so, a school site administrator should ALWAYS call the Executive Director, who will follow the emergency communications protocol. The Executive Director will provide direct support to the school site, and the Superintendent or designee will contact the district's legal counsel.
 - In all scenarios, schools will provide ICE personnel with a copy of the WCCUSD Board Policy 5145.13 ([English](#), [Spanish](#)), Response to Immigration Enforcement.
 - In accordance with FERPA (Family Educational Rights and Privacy Act), District staff should NOT provide any access or information to ICE unless legally obligated by a warrant or subpoena. This should be determined **ONLY** by WCCUSD legal counsel.

ALL STAFF GUIDANCE

- **The First Responder is Administration.** Responding to the threat of immigration at our school sites is the role of the site principal or designated administrator in the



Resource Links

- ❑ California Attorney General Office:
 - ❑ [Immigration-Enforcement Actions at California Schools Guide for Students and Families](#) [\(Spanish\)](#)
- ❑ Immigration Legal Resource Center: [family preparedness plan](#) [English](#) | [Spanish](#) | [Chinese](#)
- ❑ Stand Together Contra Costa: www.standtogethercontracosta.org
- ❑ Immigrant Legal Resource Center [English](#) / [Spanish](#)



Where to Find Resources and Updates?

Website: www.wccusd.net/immigration-resources

- Downloadable Brochures and Other Support Documents
- Latest Updates from the County, State
- Links to Community Partner Events, Webinars
- Board Policies
- Superintendent's Messages
- Preparedness Videos

Superintendent Regular Updates - Parentsquare, Social Media

Community Partners - Help Spread the Word!

Share your feedback - Communications@wccusd.net



Questions:

