

The School District shall comply with all laws and regulations concerning the identification requirements of students enrolling in grades K-12.

B.O.E. Adopted 13 Mar 1989
B.O.E. Amended 10 Jul 2000
B.O.E. Amended 11 Sept 2006

LEGAL REFERENCE: KSA 72-53,106

1. Whenever a child enrolls or is enrolled in a school for the first time, the school in which the child is enrolling or being enrolled shall require, in accordance with policy, presentation of proof of identity of the child. If proof of identity of the child is not presented to the school within 30 days after enrollment, the school shall immediately give written notice thereof to a law enforcement agency having jurisdiction of the school. Upon receipt of the written notice, the law enforcement agency shall promptly conduct an investigation to determine the identity of the child. No person or persons claiming custody of the child shall be informed of the investigation while it is being conducted.
2. "Proof of identity" means (A) in the case of a child enrolling in kindergarten or first grade, a certified copy of the birth certificate of the child or, as an alternative, for a child who is in the custody of the court order placing the child in the custody of the secretary and, in the case of a child enrolling in any of the grades two through twelve, a certified transcript or other similar pupil records or data; or (B) any documentary evidence which a school deems to be satisfactory proof of identity.
3. Schools and law enforcement agencies shall cooperate with each other in the conducting of any investigation required by this section. School personnel shall provide law enforcement agencies with access on school premises to any child whose identity is being investigated. School personnel shall be present at all times any law enforcement agency personnel are on school premises for the purpose of conducting any such investigation unless the school personnel and the law enforcement agency personnel agree that their joint presence is not in the best interests of the child. School personnel who are present during the conducting by a law enforcement agency of an investigation on school premises to determine the identity of a child in accordance with the requirements of this section are subject to the confidentiality requirements of the Kansas code for care of children.
4. Upon receipt by a school of a notice from a law enforcement agency that a child who is or has been enrolled in the school and has been reported as a missing child, the school shall make note of the same in a conspicuous manner on the school records of the child and shall keep such school records separate from the school records of all other children enrolled in the school. Upon receipt by the school of a request for the school records of the child, the school shall notify the law enforcement agency of the request.
5. Information gathered in the course of the investigation to establish the identity of a child pursuant to this section shall be confidential and shall be used only to establish the identity of the child or in support of any criminal prosecution emanating from the investigation.