Rationale:

Schools are often confronted with issues relating to parental orders & custody of students. While such issues are often emotionally charged, the school will manage issues with fairness.

Aims:

• To develop and implement clear and responsible processes for managing parental order/ custody related issues at a school level.
• To have clearly articulate the school’s processes relating to the management of parental orders/ custody issues to parents.

Implementation:

• Parents or legal guardians are required to complete and sign accurate enrolment forms for children for whom they have custody or parental orders.
• Enrolments must be accompanied by Birth Certificates or similar that proves a student’s name and birth date.
• The school will only enrol a child under the name provided on a Birth Certificate or more recent legally recognised document.
• Any parental orders/ custody issues are to be declared, and supported by legal documentation – which will be photocopied and retained on the student’s individual file.
• The principal will be responsible for ensuring that the school complies with all Family Court Orders or similar legal documents relating to custody.
• In the case of parental orders the onus is on parents to follow these agreements. If they are changed or breached the parents involved must pursue the matter. School will inform both parents if this occurs.
• The school will assume a default position that both natural parents have equal access to enrolled students unless current court orders or legal documents dictate otherwise.
• Parents/Carers involved in –parental orders or custody issues will have access to school reports, newsletters, parent interviews, and their children at school unless court orders or similar legal documents dictate otherwise.
• Parents/Carers involved in parental orders or custody issues need to request in writing if they would like copies of school reports, newsletters and access to parent interviews.
• Parents or legal guardians who claim restrictions but fail to provide documentation will not have their requests met until such time as supporting documentation is provided.
• People who have their access restricted to students, and whose presence at school or requests for information etc are in breach of court orders or similar legal documents will be directed immediately to the principal.
• The police will be contacted immediately if people refuse to comply with the principal’s lawful instructions.
• Any breaches of custody restrictions will be reported by the principal to the parent who has legal custody of the child.

Evaluation:

This policy is to be reviewed as part of the school’s three-year review cycle.