
Literacy First Charter Schools

Safe Haven & Immigration Enforcement Policy*

Effective Date: March 1, 2026

I. Purpose and Scope

The Board of Directors of Literacy First Charter Schools (LFCS) is committed to providing a safe, welcoming, and inclusive learning environment for all students, regardless of their immigration status, citizenship, or religious beliefs. This policy establishes protocols for responding to immigration enforcement at school sites to ensure compliance with AB 49 and the California Education Code.

II. Restricted Access to School Sites

In accordance with AB 49, LFCS officials and employees shall adhere to the following regarding access by U.S. Immigration and Customs Enforcement (ICE) or other immigration authorities:

- **Verification of Authority:** No officer or employee of an immigration enforcement agency shall be permitted to enter non-public areas of an LFCS schoolsite without first providing:
 1. Valid government-issued identification.
 2. A written statement of purpose for the visit.
 3. A **valid judicial warrant, subpoena, or court order** signed by a judge.
- **Administrative Subpoenas:** LFCS staff shall not grant access based solely on an administrative subpoena (e.g., Form I-200 or I-205) without a separate judicial warrant or court order.
- **Site Limitation:** If legal requirements for entry are met, the Principal or designee shall limit the officer's access to facilities where pupils are **not present**, to the extent possible.

III. Data Privacy and Information Collection

To protect the privacy of students and their families:

- **Non-Collection Policy:** LFCS shall not collect or maintain information or documents regarding the citizenship or immigration status of pupils or their family members, except where required by state or federal law to administer specific educational programs.
- **Disclosure Restrictions:** LFCS shall not disclose student education records or family information to immigration authorities without:
 - Prior written consent from the parent/guardian or eligible student.
 - A valid judicial warrant or court order.

IV. Emergency Contact and Caregiver Procedures

If a parent or guardian is unavailable to care for a pupil due to immigration enforcement or other emergencies:

- **Exhaustion of Contacts:** LFCS shall exhaust **all** emergency contacts provided in the student's file before contacting Child Protective Services (CPS) or law enforcement.
- **Caregiver Affidavits:** LFCS recognizes the expanded definition of "relative" for Caregiver's Authorization Affidavits to ensure a minor's education and medical care can continue without interruption.

V. Student Support and Anti-Bullying

- **Safe Environment:** LFCS shall provide instruction to pupils regarding the negative impacts of bullying
- **Know Your Rights:** LFCS will post the "Know Your Educational Rights" guide on the school website.

VI. Reporting Requirements

The Principal shall report any request for information or site access by an immigration enforcement officer to the LFCS Board of Trustees in a timely manner.

*This policy is designed for **Literacy First Charter Schools (LFCS)** to ensure compliance with **California Assembly Bill 49 (AB 49)**, also known as the **California Safe Haven Schools Act**.