



San Francisco Unified School District

LEGAL DEPARTMENT

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SUPPORTING OUR IMMIGRANT STUDENTS CHECKLIST

Standard Operating Procedure – Responding to Law Enforcement Inquiries including ICE

Resolution No. 171-10A1 – Undocumented, Unafraid and United Students Resolution

- Undocumented students have the same right to a free public education as permanent residents and citizens of the United States. This includes meals, transportation, educational services, and other school services.
- We do not need to ask for immigration or immigration related documentation to qualify students/families to provide education services. This includes country of origin.
- If students and families voluntarily disclose their immigration status, we do not need to record or document this information.
- Review staff note-keeping protocol to determine if recording immigration status or country of origin is necessary to provide services (e.g. counseling, mental health/health, special education).
- Identify and address bullying against immigrants and undocumented immigrants.
- The District does not refer families to any immigration law enforcement agency or participate in enforcing immigration laws.
- All ICE or immigration enforcement agency requests should be referred to the Legal Department at (415) 241-6054. The Legal Department will identify the narrow circumstances when the District must comply with immigration enforcement.
- For early or after hours events, if ICE or an immigration agency presents a request, contact the SF Rapid Response Network at (415) 200-1548.
- For legal screenings, advice, and representation, check in with SFUSD's Refugee and Immigrant Supports in Education District Coordinator at (415) 890-5324.